



<b>Policy Name:</b>	<b>ENSURING INCLUSIVITY AND DIVERSITY IN SURREY POLICE SERVICE</b>		
<b>Policy #:</b>	AD 1.1	<b>Last Updated:</b>	2022-04-07
<b>Issued By:</b>	SUPPORT SERVICES BUREAU	<b>Approved By:</b>	SURREY POLICE BOARD
		<b>Review Frequency:</b>	AS REQUIRED

**RELATED POLICIES**

- AD 3.3 *Recruitment – Sworn Officers*
- AD 5.2 *Critical Incident Aftercare Program*
- AD 5.7 *Human Rights and Respectful Workplace*
- AD 5.9 *Duty to Accommodate*
- AD 6.3 *Promotional Processes*
- AD 7.3 *Field Training Officer*

**1. PURPOSE**

- 1.1. To ensure Surrey Police Service (SPS) maintains a gender and diversity-inclusive workplace by embedding ethical systems into SPS administrative and operational processes and policies.
- 1.2. To ensure SPS policies incorporate fair, inclusive, safe and transparent hiring, training, and promotional processes.

**2. SCOPE**

- 2.1. This policy applies to all Employees, including Members and civilian staff.

**3. POLICY**

- 3.1. These policies follow the B.C. *Human Rights Code*, applicable Collective Agreements, the BC *Provincial Policing Standards*, and directives concerning policy and program development.
- 3.2. The initiative described below will be reported to the Surrey Police Board quarterly.

### **Recruitment**

3.3. SPS will encourage applications from diverse and under-represented groups including women, individuals identifying as LGBTQIA2S+, Indigenous people, and other racially and ethnically diverse communities and implement programs to assist them in meeting the entry requirements where necessary (see AD 3.3 *Recruitment – Sworn Officers*).

### **Field Training**

3.4. SPS will formalize and professionalize the Field Training Officer program, a key element of the advanced leadership program with effective oversight and consistent curriculum and targets (see AD 7.3 *Field Training Officer*).

### **In-Service Training (Leadership Development)**

3.5. SPS Executive Leadership Team will ensure there is fairness and transparency in the selection of Members to participate in discretionary training courses.

3.6. The Leadership Development Unit will ensure that leadership training for all Members commences at recruit training and will be continually emphasized throughout a Member's career.

### **Employee Services**

3.7. SPS will ensure that Employees who are on administrative duties because of pregnancy will be given meaningful work that is commensurate with their experience and competencies whenever possible (see AD 5.9 *Duty to Accommodate*).

3.8. Except for Exempt Employees reporting to the Chief Constable, civilian Employees will have a clear reporting relationship with a civilian manager to whom they may request assistance in relation to challenges in the workplace.

### **Grievances and Discipline**

3.9. SPS has created an effective process for Employees to report, investigate, make findings and imposed sanctions involving any Employee who commits discrimination, harassment, or disrespectful behaviour (see AD 5.7 *Human Rights and Respectful Workplace*).

3.10. SPS will ensure that any form of reprisal or retaliation for making a harassment complaint is considered a serious breach of policy and will result in disciplinary action.

3.11. SPS considers dismissal as an appropriate sanction for serious or repeated incidents of discrimination, harassment, or disrespectful behaviour.

### **Mental Health**

3.12. SPS will require annual mental health assessments for Members working in high-risk areas (e.g., Members assigned to investigative units involving sex offences, intimate partner violence, child exploitation, *etc.*).

3.13. SPS has implemented a Critical Incident Aftercare Program to foster a workplace culture in which Members can safely debrief following critical incidents (see AD 5.2 *Critical Incident Aftercare Program*).

### **Promotional Processes**

3.14. SPS will use a “blind” scoring process for promotional processes to eliminate the potential of any evaluator bias (see AD 6.3 *Promotional Processes*).

3.15. SPS will ensure that women, Indigenous people, individuals identifying as LGBTQIA2S+, and visible minorities are provided fair and transparent opportunities to hold supervisory and leadership positions across all SPS bureaus.

## **APPENDIX A: DEFINITIONS**

“Blind Scoring” means the elimination of potential scoring bias by not informing evaluators from the document panel of an applicant’s interview panel score and vice-versa.

“Employee” means a sworn Member or Civilian Employee appointed by the Surrey Police Board.

“LGBTQIA2S+” means individuals identifying as either lesbian, gay, bi-sexual, transgender, queer/questioning, intersex, asexual, and two-spirit.

“Member” means a Sworn Police Officer appointed by the Surrey Police Board.

“Supervisor” means a Team Leader, Manager, Sergeant, Staff Sergeant, Inspector, Superintendent, Deputy Chief Constable, Chief Constable, and any other person acting in a Supervisory capacity who is accountable for a particular area or shift on behalf of SPS.

## **APPENDIX B: REFERENCES**

Bastarache, Hon. M., 2020. *Broken Dreams Broken Lives: The Devastating Effects of Sexual Harassment on Women in the RCMP*

BC Provincial Policing Standards, s. 6.1.3 – *Promoting Diversity within the Police Force*

*Canadian Human Rights Act*, R.S.C. 1985, c. H-6

*Human Rights Code*, R.S.B.C. 1996, c. 210

*Police Act*, R.S.B.C. 1996, c. 367