

<b>Policy Name:</b>	<b>CONTROLLED DRUGS AND SUBSTANCES INVESTIGATIONS</b>		
<b>Policy #:</b>	OP 4.18	<b>Last Updated:</b>	2022-01-27
<b>Issued By:</b>	INVESTIGATIVE SERVICES BUREAU	<b>Approved By:</b>	SURREY POLICE BOARD
		<b>Review Frequency:</b>	AS REQUIRED

**RELATED POLICIES**

OP 3.1 *Arrest and Detention*

OP 3.2 *Searches of a Person*

OP 5.2 *Retention of Property for Court Purposes (Form 5.2)*

**1. PURPOSE**

- 1.1. To provide Surrey Police Service (SPS) Members direction with respect to controlled drugs and substances investigations.
- 1.2. To ensure that controlled drugs and substances investigations are investigated thoroughly to gather evidence to support charges under the *Controlled Drugs and Substances Act* (CDSA) and the *Cannabis Act*.

**2. SCOPE**

- 2.1. This policy applies to all SPS Members and Drug Custodian Employees.

**3. POLICY**

- 3.1. All controlled drugs and substances investigations must be conducted in a manner to ensure the collection, preservation and documentation of controlled drug and substance exhibits for evidentiary purposes if criminal charges are being considered.
- 3.2. Controlled drug and substance exhibits seized as evidence must be processed and analysed at the earliest opportunity and according to safe drug handling procedures.
- 3.3. All seized controlled drug and substance exhibits must be properly documented for disposal if criminal charges are not being considered.



5.16

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[REDACTED]

[REDACTED]



S. 15

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§ 87(2)(b) [Redacted]

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## APPENDIX A: DEFINITIONS

“Certificate of Analyst” means a certificate stating that an analyst designated under the *Controlled Drugs and Substances Act* has analyzed or examined a substance or sample of the substance and sets out the results of the analysis.

“DER” means the SPS Drug Exhibit Room.

“Drug Custodian” means a person or persons designated by position to maintain control of drug exhibits for SPS.

“Drug Exhibit” means any seized controlled drug or substance or prescription drug, anything suspected of being a controlled drug or substance or prescription drug, or anything believed to be contaminated by a controlled drug or substance or prescription drug (e.g., containers, spoons, or syringes).

“Drug Expert” means a Member who has been recognized by the Court as possessing expert knowledge of specific drugs and experience in drug trafficking investigations.

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

“Form 5.2” means a federal Form 5.2 Report to a Justice to document seizures under the *Criminal Code*, s. 489.1. This section requires that where a peace officer seizes anything during the execution of their duties where either ownership is in dispute or the continued detention of the thing seized is required for the purposes of any investigation or court proceedings, the peace officer must report the items seized to a justice using a Form 5.2.

“GO” means General Occurrence Report submitted in the PRIME records management system.

“Health Canada Label” means a serial numbered label provided by Health Canada for the purpose of identifying a drug exhibit that is submitted to Health Canada for analysis.

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

“Precursor” means any substance included in Schedule VI of the *CDSA*.

“PRIME” means Police Records Information Management Environment, the provincial police records management system.

“RTCC” means an investigational file with multiple reports, pages and notes sent through Police Crown Liaison to Crown Counsel for charge approval.

“SPS” means the Surrey Police Service.

## **APPENDIX B: REFERENCES**

*Cannabis Act*, S.C. 2018, c. 16

*Controlled Drugs and Substances Act*, S.C. 1996, c. 19

Drug Analysis Service Client Manual, June 2020