



<b>Policy Name:</b>	<b>USE OF FORCE REPORTING (SBOR)</b>		
<b>Policy #:</b>	OP 8.7	<b>Last Updated:</b>	2024-10-29
<b>Issued By:</b>	COMMUNITY POLICING BUREAU	<b>Approved By:</b>	SURREY POLICE BOARD
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**RELATED POLICIES**

AD 7.1 *Training Standards – Use of Force*

OP 2.1 *Use of Force*

**1. PURPOSE**

1.1. To ensure use of force reporting is legally compliant and consistent with the *Police Act*, and British Columbia *Provincial Policing Standards (BCPPS)*.

**2. SCOPE**

2.1. This policy applies to all SPS Members.

**3. POLICY**

3.1. A Member who performs any of the following actions must report the same using a PRIME Subject Behaviour Officer Response (SBOR) Report:

- i. Use of physical control-soft, if an injury occurred to either the person or the Member from the application of that force;
- ii. Use of physical control-hard;
- iii. Vascular neck restraint;
- iv. Intermediate weapon display or discharge/application;
- v. Firearm display or discharge;
- vi. Police dog bites (intentional and unintentional);
- vii. Use of specialty munitions; and
- viii. Use of weapons of opportunity.

3.2. A Member who performed any of the actions in section 3.1 must document in an SBOR narrative the following:

- i. the Members who were involved;
- ii. the Member's authority for engaging;
- iii. the CID techniques used or the reasons for not doing so;
- iv. the tactical communications engaged in;
- v. the tactical considerations;
- vi. the force option used;
- vii. the environmental, subject and officer factors;
- viii. if a verbal warning was not given before using force, the reasons for not doing so; and
- ix. identify anyone else present.

3.3. Within forty-eight (48) hours following the incident, a Member who performed any of the actions in section 3.1 must:

- i. complete contemporaneous notebook notes documenting the details of the incident listed above; and
- ii. use plain language in their notes and reporting to describe their perception of a response to the subject's behaviour.

3.4. Multiple Members involved in one event will each need to submit an SBOR Report if their actions affected subject behaviour.

3.5. A Member who only observed the incident will not be required to complete an SBOR Report.

3.6. Members required to complete an SBOR report must do so within forty-eight (48) hours of the incident, unless there are exceptional circumstances that require an extension. Extensions are to be approved by the Deputy Chief Constable, Community Policing, or designate.

3.7. A Weapon drawn where no subject is encountered (e.g., a building search with Firearm Drawn) does not require an SBOR report or other report specific just to the draw of the Weapon.

3.8. In support of an investigation under the jurisdiction of the Independent Investigations Office (IIO), Members must submit copies of their notes, reports, records, and data concerning a use of force event, in accordance with SPS and the *Police Act*.

3.9. The Operational Skills Unit will create, maintain, and provide reports specific to the use of force by Members, including the number, frequency and types of force used, the number of reports by individual officers, injury outcomes, and any other measures and within the required times frames, as directed by the Chief Constable or the Director of Police Services.

3.10. The Chief Constable must submit to the Director of Police Services, at the end of each calendar year and at any time on the request of the Director, within ninety (90) days of the time of the request, a statistical report containing the information requested by the Director about the use of force in SPS.

## APPENDIX A: DEFINITIONS

“BCPPS” means the British Columbia *Provincial Policing Standards* issued pursuant to the *Police Act*.

“Crisis Intervention and De-Escalation (CID) techniques” mean verbal and non-verbal communication techniques applied to seek to prevent the requirement to use force.

“Director of Police Services” means British Columbia’s Director of Police Services referred to in section 39(1) of the *Police Act*.

“Display” means the act of pointing, aiming, or showing an Intermediate Weapon or a Firearm at or to a person without discharging it, for the purpose of generating compliance from a person.

“Draw” means the act of un-holstering or removing an Intermediate Weapon or a Firearm from the holster without discharging it, as a precautionary step so that it is ready for use should it become necessary.

“Firearm” means a barrelled Weapon from which any shot, bullet or other projectile can be discharged and that is capable of causing serious Bodily Harm or death to a person.

“Injury” means an injury requiring emergency care by a medical practitioner or nurse practitioner and transfer to a hospital.

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

“Physical (Hard and Soft) Control Tactics” means techniques of applying force to control a person without use of a Weapon, with soft tactics (e.g., Restraint techniques, joint locks, non-resistant handcuffing) intended to control a person’s behavior with a lower probability of causing Injury, and hard tactics (e.g., empty hand strikes/punches, kicks) intended to stop a person’s behaviour and having a higher probability of causing Injury.

“SBOR” means a Subject Behavior Officer Response, for which a report template is provided in the PRIME records management system.

“Specialty munitions” means munitions that require specialized training and certification by officers and may include extended range impact munitions, impact rounds containing chemical agents, breaching munitions, Noise Flash Diversionary Devices, and munitions designed specifically for crowd dispersal.

“Vascular Neck Restraint” means a Physical Control technique which applies compression of the vascular tissue along the lateral aspects of the neck, which results in temporary decreased cerebral blood flow, and may result in temporary loss of consciousness.

“Weapon” means anything designed, intended or used for inflicting physical Bodily Harm and includes Firearm and the following Intermediate Weapons:

- oleoresin capsicum (OC) spray
- impact Weapons, specifically batons
- Extended Range Impact Weapons, (e.g., beanbag shotgun, ARWEN)
- Conducted Energy Weapons

“Weapon of Opportunity” means an ordinary object that in its regular use is not intended as a Weapon, but in a specific encounter is at hand for improvised use as a Weapon (e.g., flashlight).

## **APPENDIX B: REFERENCES**

British Columbia *Provincial Policing Standards* S.1.7.2

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