

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Ken Weatherill
Assistant Deputy Minister
Public Safety Division

SUBJECT: Submission of 2023 Use of Force Reports

DATE OF ISSUE:	December 19, 2023
CLASSIFICATION:	For Action
RETENTION:	February 29, 2024
INDEX NO.:	23-0086
PRIORITY:	Normal

As you will recall, the Ministry of the Solicitor General began collecting use of force reports from police services on January 1, 2020. This was communicated through All Chiefs Memo 19-086 (November 28, 2019).

The Solicitor General is exercising his authority through subsection 14.8 (8) of R.R.O. 1990, Reg. 926 - Equipment and Use of Force, made under the *Police Services Act*, to require the submission of information from all 2023 use of force reports to the ministry by **February 29, 2024**. As such, please ensure all reports relating to force incidents occurring in 2023 are submitted to the ministry before this date.

Please ensure that the ministry has the names and contact information for your service's training analyst (service member who is responsible for reviewing, finalizing, and submitting use of force reports to the ministry). Updates can be provided by e-mail to Lisa Sabourin, Senior Policy Advisor (Lisa.Sabourin@ontario.ca). The ministry will follow up with training analysts to ascertain and resolve any issues related to submitting 2023 use of force reports to the ministry before February 29, 2024.

As a reminder, all reports must be submitted to the ministry using one of the ministry-approved transmission options, either through the submission process embedded within the PDF use of force reports or using the Justice Data Exchange (JDX) interface for those police services who are using their own custom applications. This is necessary to ensure data integrity and to allow the ministry to provide accurate public reporting on use of force.

If you have any questions regarding the report submission process, please contact Jeanette Gorzkowski, Senior Manager of the Analytics Unit, by phone at (437) 928-7427, or by email at Jeanette.Gorzkowski@ontario.ca.

Thank you for your assistance and continued support.

Sincerely,

K. Weatherill

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Public Safety Division

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