



TRANSIT POLICE

MANAGEMENT AUDIT

Effective Date: September 12, 2005

Revised Date: June 21, 2013

Reviewed Date:

Review Frequency: As required

Office of Responsibility: Risk Coordinator

POLICY

Definitions

Chief Officer – The Transit Police Chief Officer or delegate.

Police Act – The BC *Police Act*, RSBC 1996, c. 367, and the regulations thereto, including the Transit Police Operations Regulation, all as amended from time to time.

Police Board – The South Coast British Columbia Transportation Authority Police Board.

SCBCTA – The South Coast British Columbia Transportation Authority commonly referred to as “TransLink”.

Transit Police – The South Coast British Columbia Transportation Authority Police Service.

TSML – The TransLink Security Management Limited, a subsidiary of the South Coast British Columbia Transportation Authority and legal entity/employer for the Transit Police.

Authority

1. The Transit Police is a Designated Policing Unit in British Columbia established pursuant to s. 4.1 of the *Police Act* upon application made by the SCBCTA. Pursuant to the application approval, the Transit Police is a part of the TSML, a SCBCTA subsidiary. The Transit Police is governed by the Police Board.

General

2. Internal and external audits will periodically be performed to ensure that the Transit Police is being managed effectively, efficiently and economically, consistent with contemporary police and business policies as established by the TSML, SCBCTA, Police Board and Ministry of Justice.

Internal Audits

3. The Transit Police will be subject to an audit process that will include:

1. procedures to be used in conducting audits,

2. a projected audit schedule, and
 3. procedures to be used to follow-up the recommendations made as a result of the audit.
4. As a SCBCTA operating company, the TSML (and by extension Transit Police) will be subject to internal audits conducted by the SCBCTA in accordance with SCBCTA's auditing policy and procedures.
 5. The Chief Officer or Police Board may at any time direct a special audit be conducted on an aspect of Transit Police operations.
 1. Transit Police Personnel may be seconded to conduct the audits as required. All personnel acting within the audit function do so with the authority of the Chief Officer and will have full and unrestricted access to all records, property and personnel in the area under audit, subject to any restrictions imposed by the Chief Officer.

Police Service Audits

6. The Transit Police will cooperate with and facilitate the conduct of audits by the Ministry of Justice.

Review of Employee Grievances

7. Employee grievances will be reviewed and analyzed annually.

PROCEDURES

8. Audit reports will be reviewed by the Chief Officer, who will report to the SCBCTA Police Board.

Key References