



**SOUTH COAST BRITISH COLUMBIA
TRANSPORTATION AUTHORITY
POLICE SERVICE**

OPERATIONAL PLANS

Effective Date: December 3, 2007

POLICY

1. In cases where police involvement may be prolonged, special, extraordinary or difficult, the South Coast British Columbia Transportation Authority Police Service (SCBCTAPS) will complete an Operational Plan.
2. The plan will be developed by the assigned Member and submitted, through the chain of command, to the Inspector Operations for approval before commencement of any police action, except where an emergent situation dictates otherwise.
 1. Police involvement, which is prolonged, special, extraordinary, or difficult, is defined as police action that is clearly not routine or emergent and that is directed at activities that have attracted police attention for some time.
3. Policing of an emergent nature requiring immediate attention cannot be jeopardized by strict adherence to this policy. In such instances, the Watch Commander will assume full responsibility for the development and execution of appropriate police action.
 1. The Inspector Operations will be notified of such emergent situation and action at the earliest opportunity.

REASON FOR POLICY

4. To ensure that a standard planning process exists to provide clear direction for the operational activities of SCBCTAPS.

PROCEDURES

Standard Operational Plan

5. Form OZ090 - Operational Planning Report (Form OZ090) has been developed as an aid to Members who are responsible for organizing and commanding police response to such incidents and provides standardization of planning, approvals and reporting.
6. OZ090 is ideally suited where advance notice of an incident or event is given. It also ensures that all aspects of the plan are considered and yet permits sufficient flexibility under almost all circumstances. The format has been tested in actual

situations and was found to be a valuable aid in planning and organizing the appropriate police action.

7. Form OZ090 is available for Members to copy from the electronic SCBCTAPS Policies and Procedures Manual. In summary, Form OZ090 components include:

1. FIPPA s. 15 - Harm to [redacted]
2. FIPPA s. 15 - Harm to Law Enforcement [redacted]
3. FIPPA s. 15 - Harm to Law Enforcement [redacted]
4. FIPPA s. 15 - Harm to Law Enforcement [redacted]
5. FIPPA s. 15 - Harm to Law Enforcement [redacted]
6. FIP [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted]
PA [redacted]
7. FIPPA s. 15 - Harm to Law Enforcement [redacted]
[redacted]
8. FIPPA s. 15 [redacted]
- Harm to [redacted]
9. FIPPA s. 15 - Harm to Law Enforcement [redacted]
[redacted]
10. FIPPA s. 15 - Harm to Law Enforcement [redacted]
11. FIPPA s. 15 - Harm to Law [redacted]
12. FIPPA s. 15 - Harm to Law Enforcement [redacted]
13. FIPPA s. 15 - Harm [redacted]
14. FIPPA s. 15 - Harm [redacted]

8. Members will be required to complete Form OZ090 in order to proceed with an implementation of an Operational Plan, including the financial sections. All Reviewing Signatories will be required prior to submission to the Approving Authorities.

9. The Inspector Operations will forward a signed, approved copy to the Financial Services Manager.

Operational Incident Debriefing

10. An operational incident debriefing will be held for all incidents that require an Operational Plan. Notes should be made of the debriefing. It will normally consist of all Members involved including communications personnel and other persons such as the Media Relations Officer.

11. When an Operational Plan involves large number of SCBCTAPS personnel, the debriefings may be done in sections and then a joint debriefing conducted with the respective section heads.

12. Without restricting the debriefing, the following types of questions should be answered:

1. What happened?
2. What did we do right?
3. How could we do it better?
4. Are there any policies or directives that need to be reviewed or amended?

13. Members in charge of the Operational Plan will also need to ensure completion of the various assessment and concluding components of FORM OZ090.

Critical Incident Debriefing

14. Critical Incident Debriefings will be held where appropriate. SCBCTAPS personnel may also avail themselves of the Employee Assistance Program. These briefings are confidential.