

**NORTH BAY POLICE SERVICES BOARD
WORKPLACE ACCOMODATION
BY-LAW 03/2006**

Whereas Section 31 of the *Police Services Act, R.S.O. 1990, c.p. 15* sets out that the Board is responsible for the provision of adequate and effective policing and the members of the Police Service, through the Chief of Police are subject to the government of the Board and shall obey its lawful directions; and

Whereas the Board recognizes that accommodation is the key factor to equal employment and non-discrimination and further acknowledges the need to retain valued employees by providing a supportive environment; and

Whereas the Board recognizes its duties pursuant to the Ontario Human Rights Code, the Police Services Act and the Collective Agreements between the Board and the North Bay Police Association;

Therefore, the Board enacts the following By-Law in respect to Workplace Accommodation.

The Chief of Police will prepare procedures in relation to Workplace Accommodation that:

1. Address the needs of temporarily or permanently disabled employees resulting from injuries or illness, members who are pregnant, and members with special family needs, unless such accommodation poses undue hardship on the Service;
2. Recognize that accommodation is different for each employee;
3. Ensures that Service managers and supervisors take the unique needs of the individual concerned into consideration;
4. Reflect the legislative onus of the Service as an employer to accommodate the needs of qualified employees;
5. Include:
 - a. Universal accommodation by eliminating barriers for everyone;
 - b. Individual accommodation by eliminating barriers for one specific employee;
 - c. Accommodation through:
 - i. Making facilities readily accessible to and usable by employees with disabilities taking into consideration ramps, entrances and exits;
 - ii. Work station modifications such as specialized furniture, signage, modified lighting and handrails;
 - iii. Job re-design such as the re-assignment of duties, the restructuring of job tasks, and the creation of part-time and modified work schedules; and

- iv. Modifying employment policy and practices such as waiving particular conditions or terms of employment.

This By-Law comes into effect on the date of signing and replaces North Bay Police Services Board By-law 5/93.

READ a 1st time this 14th day of March 2006.

READ a 2nd time this 14th day of March 2006.

READ a 3rd time and ENACTED AND PASSED this 14th day of March 2006.

Peter Chirico
Chair

Shelly Hampel
Secretary