

**NORTH BAY POLICE SERVICES BOARD  
BY-LAW 06/2000**

**UTILIZATION OF COMPUTER EQUIPMENT BY SERVICE MEMBERS**

**Whereas** the Police Service has applied Standing Orders of the Chief of Police to the Use of Computer Equipment by members of the Police Service.

**And Whereas** the Board wishes to confirm and adopt the application of such rules to the Police Service,

The North Bay Police Services Board hereby enacts as follows.

*(Application)*

1. This By-Law relates to the use of computer equipment by the members of the North Bay Police Service, independent contractors and other computer users.

*(Definitions)*

2. For the purposes of this By-Law,
  - (a) **Computer/Computer system** shall mean any computer or computer system owned, leased or otherwise in the care and control of the Police Service, including hardware and software.
  - (b) **E-mail** shall mean electronic correspondence sent from one person to another by use of the computer system

*(Chief to establish procedures)*

3. The Chief of Police will establish procedures in the area of computer use that address the following:
  - a) The security and integrity of the computer system;
  - b) The right of the Police Service to monitor computer use including off-site computers;
  - c) Rules and conditions relating to the ethical and lawful use computers;
  - d) The use of e-mail;
  - e) Copyright and licensing of software;
  - f) User access and passwords; and
  - g) Monitoring and maintenance.

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*(To Take Effect)*

4. The provisions of this By-Law are effective as of 08<sup>th</sup> day of August, 2000.

READ a 1st time this 08th day of August, 2000.

READ a 2nd time this 08th day of August, 2000.

READ a 3rd time and ENACTED AND PASSED this 08<sup>th</sup> day of August, 2000.

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C.P. Vezina  
Chairman

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S. Vester  
Secretary