

**NORTH BAY POLICE SERVICES BOARD
BY-LAW #03/99**

RECRUITMENT AND SELECTION

WHEREAS Section 31 of the Police Services Act, R.S.O. 1990, c. P.15 and amendments thereto, sets out the responsibilities of a Police Services Board;

and, **WHEREAS** Section 31 (1)(c) of the said Act provides that Police Services Boards shall establish policies for the effective management of the Police Force;

and, **WHEREAS** Section 31(1)(e) of the said Act requires that Police Services Boards direct the Chief of Police and monitor his or her performance;

and, **WHEREAS** Section 31(6) of the said Act authorizes Police Services Boards by By-Law to make rules for the effective management of the Police Force;

and, **WHEREAS** Section 31(1)(a) of the said Act states that Police Services Boards are responsible for the appointment of members of the Police Force;

and, **WHEREAS** it is incumbent on the North Bay Police Services Board to provide all applicants with a fair and equal opportunity to compete for employment with the North Bay Police Force;

and, **Whereas** it is incumbent on the North Bay Police Services Board to enact policies that provide for the recruitment/selection of the best available candidates;

The North Bay Police Services Board hereby enacts as follows.

GENERAL

1. Recruitment/selection procedures employed by the North Bay Police Force shall comply with the Ontario Human Rights Code, R.S.O. 1990, c. H.19, Police Services Act, the North Bay Police Services Board Equal Opportunity By-Law #04/96, and current Agreements between the North Bay Police Services Board and the North Bay Police Association.
2. Recruitment/selection of inexperienced candidates for sworn positions shall be conducted in accordance with the Ontario Chiefs of Police Constable Selection System.
3. Recruitment/selection of experienced candidates for sworn positions and any recruitment for civilian positions shall be conducted in accordance with procedures established by the Chief of Police.

PROCEDURES TO BE ESTABLISHED

4. The Chief of Police shall establish recruitment/selection procedures in accordance with the provisions of this By-Law.
5. Procedures shall address:
 - a) identification of required competencies,
 - b) identification of assessment tools,
 - c) bulletining opportunities in compliance with current Agreements,
 - d) strategic advertising of employment opportunities, as required,
 - e) application procedures for:
 - i) inexperienced officers,
 - ii) experienced officers,
 - iii) civilians.
 - g) final selection and offers of employment, and
 - f) record keeping.
6. This By-Law comes into effect on the date of signing.

READ a 1st time this 10TH DAY OF SEPTEMBER, 1999.

READ a 2nd time this 10TH DAY OF SEPTEMBER, 1999.

READ a 3rd time and ENACTED AND PASSED this 10TH DAY OF SEPTEMBER, 1999.

CHAIRMAN

SECRETARY