Canadian Centre for Justice Statistics

2019 Police Administration Survey

This information is collected under the authority of the *Statistics Act,* Revised Statutes of Canada, 1985, Chapter S-19. COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.

Introduction

Why do we conduct this survey?

The purpose of the Police Administration Survey (PAS) is to collect statistics on public policing personnel and expenditures from municipal, provincial, and federal police services in Canada. The information collected is widely used by federal and provincial policy makers, individual police services as well as officials responsible for policing budgets. The data are also widely disseminated by the media for the purposes of providing policing information to the general public.

The information may also be used by Statistics Canada for other statistical and research purposes.

Security of emails and faxes

Statistics Canada advises you that there could be a risk of disclosure during facsimile or email. However upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

Note: Our online questionnaires are secure, there is no risk of data interception when responding to Statistics Canada online surveys.
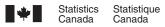
Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data-sharing agreements with provincial and territorial statistical agencies and other government organizations, which have agreed to keep the data confidential and use them only for statistical purposes.

Information on confidentiality, data-sharing agreements and record linkages can be found on the last page of this questionnaire.

Statistics Canada   Statistique Canada

Canada

Business or organization and contact information

1. **Verify or provide** the business or organization's **legal and operating name** and correct where needed.
   Note: Legal name modifications should only be done to correct a spelling error or typo.

   Legal name

   Operating name (if applicable)

2. **Verify or provide the contact information** of the designated business or organization **contact person** for this questionnaire and correct where needed.
   Note: The designated contact person is the person who should receive this questionnaire. The designated contact person may not always be the one who actually completes the questionnaire.

   First name

   Last name

   Title

   Preferred language of communication

   ◯ English   ◯ French

   Mailing address (number and street)

   City

   Province, territory or state

   Postal code or ZIP code
   Example: A9A 9A9 or 12345-1234

   Country

   Email address
   Example: user@example.gov.ca

   Telephone number (including area code)
   Example: 123-123-1234

   Extension number
   (if applicable)

   Fax number (including area code)
   Example: 123-123-1234

3. **Verify or provide the current operational status** of the business or organization identified by the legal and operating name above.

B00323

1 ◯ Operational ➔ **Go to question 4**

2 ◯ Not currently operational

e.g., temporarily or permanently closed, change of ownership

Why is this business or organization not currently operational?

B00309

2 ◯ Seasonal operations ➔ **Go to question 3a**

3 ◯ Ceased operations ➔ **Go to question 3b**

4 ◯ Sold operations ➔ **Go to question 3c**

5 ◯ Amalgamated with other businesses or organizations ➔ **Go to question 3d**

6 ◯ Temporarily inactive but will re-open ➔ **Go to question 3e**

7 ◯ No longer operating due to other reasons ➔ **Go to question 3f**

3a. Seasonal operations

When did this business or organization close for the season?

	YYYY	MM	DD
B00217			
Date			

When does this business or organization expect to resume operations?

	YYYY	MM	DD
B00218			
Date				➔ **Go to question 4**

3b. Ceased operations

When did this business or organization cease operations?

	YYYY	MM	DD
B00211			
Date			

Why did this business or organization cease operations?

B00311

1 ◯ Bankruptcy

2 ◯ Liquidation

3 ◯ Dissolution

4 ◯ Other
Specify the other reasons why the operations ceased

B00312

} ➔ **Go to question 4**

3c. Sold operations

When was this business or organization sold?

B00212

Date   YYYY   MM   DD

What is the legal name of the buyer?

B00406

➔ **Go to question 4**

3d. Amalgamated with other businesses or organizations

When did this business or organization amalgamate?

B00213

Date   YYYY   MM   DD

What is the legal name of the resulting or continuing business or organization?

B00407

What are the legal names of the other amalgamated businesses or organizations?

B00408

➔ **Go to question 4**

3e. Temporarily inactive but will re-open

When did this business or organization become temporarily inactive?

B00214

Date   YYYY   MM   DD

When does this business or organization expect to resume operations?

B00215

Date   YYYY   MM   DD

Why is this business or organization temporarily inactive?

B00313

➔ **Go to question 4**

3f. No longer operating due to other reasons

When did this business or organization cease operations?

B00216

Date   YYYY   MM   DD

Why did this business or organization cease operations?

B00314

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What will you need to complete this questionnaire

Information on:
- Personnel demographics
- Human resources
- Expenditure and revenue amounts
- Calls for service
- Preparing for the legalization of cannabis
- Drug-impaired driving

Reporting instructions

- Report full-time equivalent (FTE) **using two decimals e.g., 37.25**.
- Report headcount as **actual number counts of personnel**.
- Report dollar amounts **rounded to the nearest dollar**.
- When precise figures are not available, please provide your best estimates.
- Enter **'0'** if there is no value to report.
- Consult the reporting guide at **www.statcan.gc.ca/guides-e** for further information.

Police officer ranks

1. **Indicate** which police officer ranks exist within your police service on **May 15, 2019.**
   Include police officer ranks that exist regardless of whether the position is currently filled.

   Select all that apply..

   Commissioned police officers
   i.e., senior officers
   POR_Q01

   1 POR_T010_Q010_A010
   ☐ Commissioners, Director General

   2 POR_T010_Q010_A011
   ☐ Chief

   3 POR_T010_Q010_A012
   ☐ Assistant Commissioner

   4 POR_T010_Q010_A013
   ☐ Deputy Commissioners

   5 POR_T010_Q010_A014
   ☐ Deputy Chiefs

   6 POR_T010_Q010_A015
   ☐ Captains

   7 POR_T010_Q010_A016
   ☐ Staff Superintendents

   8 POR_T010_Q010_A017
   ☐ Chief Superintendents

   9 POR_T010_Q010_A018
   ☐ Superintendents

   10 POR_T010_Q010_A019
   ☐ Staff Inspectors

   11 POR_T010_Q010_A020
   ☐ Inspectors

   12 POR_T010_Q010_A021
   ☐ Senior Constables, Senior Officers

   13 POR_T010_Q010_A022
   ☐ Commissioned Lieutenants

   14 POR_T010_Q010_A023
   ☐ Other commissioned police officer ranks

   Non-commissioned police officers
   Exclude Constables.

   15 POR_T010_Q010_A024
   ☐ Non-commissioned Lieutenants

   16 POR_T010_Q010_A025
   ☐ Corporal Sergeant Majors

   17 POR_T010_Q010_A026
   ☐ Sergeant Majors

   18 POR_T010_Q010_A027
   ☐ Staff Sergeant Majors

   19 POR_T010_Q010_A028
   ☐ Staff Sergeants

   20 POR_T010_Q010_A029
   ☐ Sergeants, Detectives

   21 POR_T010_Q010_A030
   ☐ Corporals

   22 POR_T010_Q010_A031
   ☐ Other non-commissioned police officer ranks

   Constables (1st to 4th class)
   Exclude recruits, **i.e.,** police officers in training/5th class constables, and special constables.

   23 POR_T010_Q010_A032
   ☐ Constables (1st to 4th class)

Permanent full-time equivalent (FTE) personnel

The next set of questions asks you to report the number of **permanent** full-time equivalent **(FTE) personnel** employed by your police service on **May 15, 2019** for the following personnel types:

- police officers, **i.e.,** fully-sworn commissioned, non-commissioned, and Constables
- civilian personnel
- special constables.

Recruits, **i.e.,** police officers in training, are included in this section, but you are not asked to report the number of recruits by Full time equivalent **(FTE)**.

Convert all **permanent part-time** personnel (**include** personnel in job-share arrangements) paid from your police service budget to an **FTE**.

Full time equivalent (FTE): the number of hours used to calculate an **FTE** varies depending on the individual police service. Please convert **part-time** personnel (**include** personnel in job-share arrangements) to an **FTE** based on the number of hours your police service uses to define full-time personnel.

Examples for converting part-time personnel to an **FTE**:

a) If your police service defines full-time employment as working 40 hours per week
- **2 part-time** employees who **each** work 25 hours per week would be calculated as 2 x (25/40) = 1.25 **FTE**s.

b) If your police service defines full-time employment as working 37.5 hours per week
- **2 full-time** employees, and **3 part-time** employees who **each** work 15 hours per week, would be calculated as 2 + 3 x (15/37.5) = 3.2 **FTE**s.

Permanent police personnel

2. **Report** the number of **permanent** full-time equivalent **(FTE) police officers** employed by your police service on **May 15, 2019**.

Convert all permanent part-time personnel (including personnel in job-share arrangements) paid from your police service budget to an FTE.

Include permanent personnel who are:
- paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
- actively back-filling a position for someone on leave if paid from your police service budget.

Exclude personnel who are:
- not employed on a permanent basis, **e.g.,** contract, casual, or temporary personnel
- not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
- civilians, special constables, and recruits — information on these types of personnel is collected in other questions.

	Male	Female	Gender diverse	Total
Commissioned police officers i.e., senior officers				
a. Commissioner, Director General	PPP_Q02_AA	PPP_Q02_AB	PPP_Q02_AD	PPP_Q02_AC
b. Chief	PPP_Q02_BA	PPP_Q02_BB	PPP_Q02_BD	PPP_Q02_BC
c. Assistant Commissioner	PPP_Q02_CA	PPP_Q02_CB	PPP_Q02_CD	PPP_Q02_CC
d. Deputy Commissioners	PPP_Q02_DA	PPP_Q02_DB	PPP_Q02_DD	PPP_Q02_DC
e. Deputy Chiefs	PPP_Q02_EA	PPP_Q02_EB	PPP_Q02_ED	PPP_Q02_EC
f. Captains	PPP_Q02_FA	PPP_Q02_FB	PPP_Q02_FD	PPP_Q02_FC
g. Staff Superintendents	PPP_Q02_GA	PPP_Q02_GB	PPP_Q02_GD	PPP_Q02_GC
h. Chief Superintendents	PPP_Q02_HA	PPP_Q02_HB	PPP_Q02_HD	PPP_Q02_HC

...continues from previous page

	Male	Female	Gender diverse	Total
	PPP_Q02_IA	PPP_Q02_IB	PPP_Q02_ID	PPP_Q02_IC
i. Superintendents				
	PPP_Q02_JA	PPP_Q02_JB	PPP_Q02_JD	PPP_Q02_JC
j. Staff Inspectors				
	PPP_Q02_KA	PPP_Q02_KB	PPP_Q02_KD	PPP_Q02_KC
k. Inspectors				
	PPP_Q02_LA	PPP_Q02_LB	PPP_Q02_LD	PPP_Q02_LC
l. Senior Constables, Senior Officers				
	PPP_Q02_MA	PPP_Q02_MB	PPP_Q02_MD	PPP_Q02_MC
m. Commissioned Lieutenants . . .				
	PPP_Q02_NA	PPP_Q02_NB	PPP_Q02_ND	PPP_Q02_NC
n. Other commissioned police officer ranks				
	PPP_Q02_OA	PPP_Q02_OB	PPP_Q02_OD	PPP_Q02_OC
Total commissioned police officers				

Non-commissioned police officers
Exclude Constables.

	Male	Female	Gender diverse	Total
	PPP_Q02_PA	PPP_Q02_PB	PPP_Q02_PD	PPP_Q02_PC
a. Non-commissioned Lieutenants				
	PPP_Q02_QA	PPP_Q02_QB	PPP_Q02_QD	PPP_Q02_QC
b. Corporal Sergeant Majors				
	PPP_Q02_RA	PPP_Q02_RB	PPP_Q02_RD	PPP_Q02_RC
c. Sergeant Majors				
	PPP_Q02_SA	PPP_Q02_SB	PPP_Q02_SD	PPP_Q02_SC
d. Staff Sergeant Majors				
	PPP_Q02_TA	PPP_Q02_TB	PPP_Q02_TD	PPP_Q02_TC
e. Staff Sergeants				
	PPP_Q02_UA	PPP_Q02_UB	PPP_Q02_UD	PPP_Q02_UC
f. Sergeants, Detectives				
	PPP_Q02_VA	PPP_Q02_VB	PPP_Q02_VD	PPP_Q02_VC
g. Corporals				
	PPP_Q02_WA	PPP_Q02_WB	PPP_Q02_WD	PPP_Q02_WC
h. Other non-commissioned police officer ranks				
	PPP_Q02_XA	PPP_Q02_XB	PPP_Q02_XD	PPP_Q02_XC
Total non-commissioned police officers				

Constables
Exclude recruits and special constables.

	Male	Female	Gender diverse	Total
	PPP_Q02_YA	PPP_Q02_YB	PPP_Q02_YD	PPP_Q02_YC
a. Constables				
	PPP_Q02_ZA	PPP_Q02_ZB	PPP_Q02_ZD	PPP_Q02_ZC
Total full-time equivalent (FTE) police personnel				

Permanent civilian personnel

3. **Report** the number of **permanent** full-time equivalent **(FTE) civilian personnel** employed by your police service on **May 15, 2019**.

Convert all permanent part-time personnel (including personnel in job-share arrangements) paid from your police service budget to an **FTE**. Please count civilian personnel in only one category listed below. In cases where personnel performs multiple duties use their primary duties and functions.

Include permanent personnel who are:
- paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
- actively back-filling a position for someone on leave if paid from your police service budget.

Exclude personnel who are:
- not employed on a permanent basis, **e.g.,** contract, casual, or temporary personnel
- not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
- police officers, special constables, and recruits — information on these types of personnel is collected in other questions.

Civilian personnel primary duties and function

Exclude special constables.

	Male	Female	Gender diverse	Total
a. Reception and front desk services	PCP_Q03_AA	PCP_Q03_AB	PCP_Q03_AD	PCP_Q03_AC
b. Financial services	PCP_Q03_BA	PCP_Q03_BB	PCP_Q03_BD	PCP_Q03_BC
c. Human resources and training	PCP_Q03_CA	PCP_Q03_CB	PCP_Q03_CD	PCP_Q03_CC
d. Public and media relations services	PCP_Q03_DA	PCP_Q03_DB	PCP_Q03_DD	PCP_Q03_DC
e. Court services	PCP_Q03_EA	PCP_Q03_EB	PCP_Q03_ED	PCP_Q03_EC
f. Legal services	PCP_Q03_FA	PCP_Q03_FB	PCP_Q03_FD	PCP_Q03_FC
g. Custody and detention services	PCP_Q03_GA	PCP_Q03_GB	PCP_Q03_GD	PCP_Q03_GC
h. Information technology services	PCP_Q03_HA	PCP_Q03_HB	PCP_Q03_HD	PCP_Q03_HC
i. Vehicle and facility services	PCP_Q03_IA	PCP_Q03_IB	PCP_Q03_ID	PCP_Q03_IC
j. Research and analysis	PCP_Q03_JA	PCP_Q03_JB	PCP_Q03_JD	PCP_Q03_JC
k. Forensics and identification	PCP_Q03_KA	PCP_Q03_KB	PCP_Q03_KD	PCP_Q03_KC
l. Clerical support	PCP_Q03_LA	PCP_Q03_LB	PCP_Q03_LD	PCP_Q03_LC
m. Operational communications e.g., dispatch, call takers	PCP_Q03_MA	PCP_Q03_MB	PCP_Q03_MD	PCP_Q03_MC
n. All other civilian personnel	PCP_Q03_NA	PCP_Q03_NB	PCP_Q03_ND	PCP_Q03_NC
Total civilian personnel	PCP_Q03_OA	PCP_Q03_OB	PCP_Q03_OD	PCP_Q03_OC

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Permanent special constable personnel

4. **Report** the number of **permanent** full-time equivalent **(FTE) special constables** employed by your police service on **May 15, 2019**.

Convert all permanent part-time personnel (including personnel in job-share arrangements) paid from your police service budget to an **FTE**. Please count special constable personnel in only one category listed below. In cases where special constable personnel performs multiple duties, use their primary duties and functions.

Include permanent personnel who are:
- civilians who have been appointed with special constable status
- paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
- actively back-filling a position for someone on leave if paid from your police service budget.

Exclude personnel who are:
- not employed on a permanent basis, **e.g.,** contract, casual, or temporary personnel
- not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
- police officers, civilians who have not been appointed with special constable status, and recruits — information on these types of personnel is collected in other questions.

Special constables primary duties and functions	Male	Female	Gender diverse	Total
a. Court services	PSCP_Q05_AA	PSCP_Q05_AB	PSCP_Q05_AD	PSCP_Q05_AC
b. Reception services	PSCP_Q05_BA	PSCP_Q05_BB	PSCP_Q05_BD	PSCP_Q05_BC
c. Custody and detention services	PSCP_Q05_CA	PSCP_Q05_CB	PSCP_Q05_CD	PSCP_Q05_CC
d. Transit services	PSCP_Q05_DA	PSCP_Q05_DB	PSCP_Q05_DD	PSCP_Q05_DC
e. All other special constable services	PSCP_Q05_EA	PSCP_Q05_EB	PSCP_Q05_ED	PSCP_Q05_EC
Total special constables	PSCP_Q05_FA	PSCP_Q05_FB	PSCP_Q05_FD	PSCP_Q05_FC

Recruits

5. **Report** the number of **recruits** engaged in a training program to become a fully-sworn police officer in your police service on **May 15, 2019.**

   Recruits, i.e., police officers in training: for the purposes of this survey, recruits are personnel engaged in police officer training programs intended to enable them to achieve the status of a fully-sworn police officer.

   Recruits **should not** be calculated into your **authorized strength** or included in the **rate of police officers** per population.

   Include personnel:
   - engaged in police officer training programs whether they are being paid or not
   - engaged in police officer training programs whether they are sworn-in at the beginning or end of their training.

   Exclude personnel who have successfully graduated from the police officer training program and have full police officer responsibilities.

   Note: This question will **not** accept decimals.

	Male	Female	Gender diverse	Total
a. Recruits i.e., police officers in training	REC_Q06_A	REC_Q06_B	REC_Q06_D	REC_Q06_C

Summary table

6. This is a summary of the number of **permanent** full-time equivalent (**FTE**) personnel and recruits employed by your police service on **May 15, 2019**.

   Please review the values, and if changes are needed, return to that specific question.

   Note: You cannot make changes to this page.

   Note: Recruits are **not** reported as full-time equivalents (**FTE**s).

	Male	Female	Gender diverse	Total
a. Commissioned police officers i.e., senior officers	__PPP_Q02_0A	__PPP_Q02_0B	__PPP_Q02_0D	__PPP_Q02_0C
b. Non-commissioned police officers **Exclude** Constables.	__PPP_Q02_XA	__PPP_Q02_XB	__PPP_Q02_XD	__PPP_Q02_XC
c. Constables	__PPP_Q02_YA	__PPP_Q02_YB	__PPP_Q02_YD	__PPP_Q02_YC
Total police officers	__SUM_Q07_AA	__SUM_Q07_AB	__SUM_Q07_AD	__SUM_Q07_AC
d. Civilian personnel **Exclude** special constables.	__PCP_Q03_0A	__PCP_Q03_0B	__PCP_Q03_0D	__PCP_Q03_0C
e. Special constables	__PSCP_Q05_FA	__PSCP_Q05_FB	__PSCP_Q05_FD	__PSCP_Q05_FC
f. Recruits i.e., police officers in training	__REC_Q06_A	__REC_Q06_B	__REC_Q06_D	__REC_Q06_C
Total personnel	__SUM_Q07_A	__SUM_Q07_B	__SUM_Q07_D	__SUM_Q07_C

Actual number of personnel

The next set of questions asks you to report the **actual** number, **i.e.,** headcount, of personnel employed by your police service on **May 15, 2019** for the following types of personnel:

- permanent full-time personnel
- permanent part-time personnel, **including** job-share arrangements
- non-permanent paid personnel, **e.g.,** contract, casual, or temporary personnel
- unpaid personnel.

Permanent full-time personnel

7. **Report** the **actual** number, **i.e.,** headcount, of **permanent full-time** personnel employed by your police service on **May 15, 2019**.

Include permanent personnel who are:
- full-time personnel paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
- actively back-filling a position for someone on leave if paid from your police service budget.

Exclude personnel who are:
- not employed on a permanent basis, **e.g.,** contract, casual, or temporary personnel
- not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
- recruits, **i.e.,** police officers in training.

		Male	Female	Gender diverse	Total
a.	Police officers (commissioned, non-commissioned, and Constables) **Exclude** recruits.	PFTP_Q08_AA	PFTP_Q08_AB	PFTP_Q08_AD	PFTP_Q08_AC
b.	Civilian personnel **Exclude** special constables.	PFTP_Q08_BA	PFTP_Q08_BB	PFTP_Q08_BD	PFTP_Q08_BC
c.	Special constables	PFTP_Q08_CA	PFTP_Q08_CB	PFTP_Q08_CD	PFTP_Q08_CC
Total permanent full-time personnel		PFTP_Q08_DA	PFTP_Q08_DB	PFTP_Q08_DD	PFTP_Q08_DC

Permanent part-time personnel

8. **Report** the **actual** number, **i.e.,** headcount, of **permanent part-time** personnel employed by your police service on **May 15, 2019**.

Include permanent personnel who are:
- part-time personnel paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
- actively back-filling a position for someone on leave if paid from your police service budget.

Exclude personnel who are:
- not employed on a permanent basis, **e.g.,** contract, casual, or temporary personnel
- not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
- recruits, **i.e.,** police officers in training.

		Male	Female	Gender diverse	Total
a.	Police officers **Exclude** recruits.	PPTP_Q09_AA	PPTP_Q09_AB	PPTP_Q09_AD	PPTP_Q09_AC
b.	Civilian personnel **Exclude** special constables.	PPTP_Q09_BA	PPTP_Q09_BB	PPTP_Q09_BD	PPTP_Q09_BC
c.	Special constables	PPTP_Q09_CA	PPTP_Q09_CB	PPTP_Q09_CD	PPTP_Q09_CC
Total permanent part-time personnel		PPTP_Q09_DA	PPTP_Q09_DB	PPTP_Q09_DD	PPTP_Q09_DC

Non-permanent paid personnel

9. **Report** the **actual** number, **i.e.,** headcount, of **non-permanent** paid personnel, **i.e.,** contract, casual, or temporary, employed by your police service on **May 15, 2019**.

    Include personnel who are:
    - contract, casual, or temporary personnel or any other non-permanent personnel **paid** from your police service budget
    - working either full-time or part-time
    - on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
    - actively back-filling a position for someone if paid from your police service budget.

    Exclude personnel who are:
    - employed on a permanent basis
    - not paid from your police service budget, **e.g.,** unpaid personnel, personnel paid from the municipality, or another agency or police service
    - recruits, **i.e.,** police officers in training.

	Male	Female	Gender diverse	Total
a. Police officers **Exclude** recruits.	NPPP_Q10_AA	NPPP_Q10_AB	NPPP_Q10_AD	NPPP_Q10_AC
b. Civilian personnel **Exclude** special constables.	NPPP_Q10_BA	NPPP_Q10_BB	NPPP_Q10_BD	NPPP_Q10_BC
c. Special constables	NPPP_Q10_CA	NPPP_Q10_CB	NPPP_Q10_CD	NPPP_Q10_CC
d. Auxiliary or reserve constables **Include** paid personnel only.	NPPP_Q10_DA	NPPP_Q10_DB	NPPP_Q10_DD	NPPP_Q10_DC
e. Students **Include** paid personnel only.	NPPP_Q10_EA	NPPP_Q10_EB	NPPP_Q10_ED	NPPP_Q10_EC
f. Other non-permanent paid personnel	NPPP_Q10_FA	NPPP_Q10_FB	NPPP_Q10_FD	NPPP_Q10_FC
Total non-permanent paid personnel	NPPP_Q10_GA	NPPP_Q10_GB	NPPP_Q10_GD	NPPP_Q10_GC

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Summary table

10. This is a summary table on the **actual** number, **i.e.,** headcount, personnel employed by your police service on **May 15, 2019.**
Please review the values, and if changes are needed, return to that specific question.
Note: You cannot make changes to this page.
Note: The values reported here will be used in our system to compare headcount in our age questions, aboriginal identity and visible minority.
Please refer to this summary table when filing out these questions.

	Male	Female	Gender diverse	Total
Police officers				
a. Permanent full-time paid	__PFTP_Q08_AA	__PFTP_Q08_AB	__PFTP_Q08_AD	__PFTP_Q08_AC
b. Permanent part-time paid	__PPTP_Q09_AA	__PPTP_Q09_AB	__PPTP_Q09_AD	__PPTP_Q09_AC
c. Non-permanent paid	__NPPP_Q10_AA	__NPPP_Q10_AB	__NPPP_Q10_AD	__NPPP_Q10_AC
Total actual number of police officers	__SUM_POL_AA	__SUM_POL_AB	__SUM_POL_AD	__SUM_POL_AC
Civilian personnel				
a. Permanent full-time paid	__PFTP_Q08_BA	__PFTP_Q08_BB	__PFTP_Q08_BD	__PFTP_Q08_BC
b. Permanent part-time paid	__PPTP_Q09_BA	__PPTP_Q09_BB	__PPTP_Q09_BD	__PPTP_Q09_BC
c. Non-permanent paid	__NPPP_Q10_BA	__NPPP_Q10_BB	__NPPP_Q10_BD	__NPPP_Q10_BC
Total actual number of civilian personnel	__SUM_CIV_BA	__SUM_CIV_BB	__SUM_CIV_BD	__SUM_CIV_BC
Special constables				
a. Permanent full-time paid	__PFTP_Q08_CA	__PFTP_Q08_CB	__PFTP_Q08_CD	__PFTP_Q08_CC
b. Permanent part-time paid	__PPTP_Q09_CA	__PPTP_Q09_CB	__PPTP_Q09_CD	__PPTP_Q09_CC
c. Non-permanent paid	__NPPP_Q10_CA	__NPPP_Q10_CB	__NPPP_Q10_CD	__NPPP_Q10_CC
Total actual number of special constables	__SUM_SP_CA	__SUM_SP_CB	__SUM_SP_CD	__SUM_SP_CC

Unpaid personnel

11. **Report** the **actual** number, **i.e.,** headcount, of **unpaid** personnel under the responsibility of your police service on **May 15, 2019.**

    Include personnel who are:
    - unpaid by your police service budget that supplement the police service core functions
    - non-permanent and unpaid by your police service budget
    - working either full-time or part-time.

    Exclude personnel who are:
    - not under the responsibility of the police service, i.e., service contract workers
    - not paid from your police service budget because they are on unpaid leave.

	Male	Female	Gender diverse	Total
a. Police service volunteers	UPP_Q11_AA	UPP_Q11_AB	UPP_Q11_AD	UPP_Q11_AC
b. Auxiliary or reserve constables **Include** unpaid personnel only. . . .	UPP_Q11_BA	UPP_Q11_BB	UPP_Q11_BD	UPP_Q11_BC
c. Students **Include** unpaid personnel only. . . .	UPP_Q11_CA	UPP_Q11_CB	UPP_Q11_CD	UPP_Q11_CC
d. Other unpaid personnel	UPP_Q11_DA	UPP_Q11_DB	UPP_Q11_DD	UPP_Q11_DC
Total unpaid personnel	UPP_Q11_EA	UPP_Q11_EB	UPP_Q11_ED	UPP_Q11_EC

Authorized police officer strength

12. **Report** the number of fully-sworn police officers your police service is **authorized** to have **on strength** on **May 15, 2019.**

    Fully-sworn police officers **include**:
    - commissioned officers
    - non-commissioned officers
    - constables.

    Exclude: recruits

    Authorized police officer strength

    APOS_Q12

Age groups — police officers

13. **Report** the **actual** number, **i.e.,** headcount, of **police officers**, by age group and gender, employed by your police service, on **May 15, 2019.**

    Include personnel who are:
    - permanent and non-permanent fully-sworn police officers paid from your police service budget
    - working full-time or part-time
    - on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
    - actively back-filling a position for someone on leave if paid from your police service budget.

    Exclude personnel who are:
    - unpaid personnel, **i.e.,** volunteers, reserve or auxiliary constables
    - are paid from the municipality or another agency or police service
    - recruits, **i.e.,** police officers in training.

    Note: The total number of police officers in this question should match exactly to the sum of permanent full-time police officers (question 7); permanent part-time police officers (question 8) and non-permanent paid police officers (question 9).

	Male	Female	Gender diverse	Total
a. Less than 20 years of age	AGPO_Q13_AA	AGPO_Q13_AB	AGPO_Q13_AD	AGPO_Q13_AC
b. 20 to less than 25 years of age	AGPO_Q13_BA	AGPO_Q13_BB	AGPO_Q13_BD	AGPO_Q13_BC
c. 25 to less than 30 years of age	AGPO_Q13_CA	AGPO_Q13_CB	AGPO_Q13_CD	AGPO_Q13_CC
d. 30 to less than 35 years of age	AGPO_Q13_DA	AGPO_Q13_DB	AGPO_Q13_DD	AGPO_Q13_DC
e. 35 to less than 40 years of age	AGPO_Q13_EA	AGPO_Q13_EB	AGPO_Q13_ED	AGPO_Q13_EC
f. 40 to less than 45 years of age	AGPO_Q13_FA	AGPO_Q13_FB	AGPO_Q13_FD	AGPO_Q13_FC
g. 45 to less than 50 years of age	AGPO_Q13_GA	AGPO_Q13_GB	AGPO_Q13_GD	AGPO_Q13_GC
h. 50 to less than 55 years of age	AGPO_Q13_HA	AGPO_Q13_HB	AGPO_Q13_HD	AGPO_Q13_HC
i. 55 to less than 60 years of age	AGPO_Q13_IA	AGPO_Q13_IB	AGPO_Q13_ID	AGPO_Q13_IC
j. 60 years of age and over	AGPO_Q13_JA	AGPO_Q13_JB	AGPO_Q13_JD	AGPO_Q13_JC
Total police officers	AGPO_Q13_KA	AGPO_Q13_KB	AGPO_Q13_KD	AGPO_Q13_KC

Age groups — civilian personnel

14. **Report** the **actual** number, **i.e.,** headcount, of **civilian personnel**, by age group and gender, employed by your police service, on **May 15, 2019.**

    Include personnel who are:
    - permanent and non-permanent civilian personnel paid from your police service budget
    - working full-time or part-time
    - on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
    - actively back-filling a position for someone on leave if paid from your police service budget.

    Exclude personnel who are:
    - unpaid personnel, **i.e.,** volunteers, reserve or auxiliary constables
    - paid from the municipality or another agency or police service
    - special constables
    - recruits, **i.e.,** police officers in training.

    Note: The total number of civilian personnel in this question should match exactly to the sum of permanent full-time civilian personnel (question 7); permanent part-time civilian personnel (question 8) and non-permanent paid civilian personnel (question 9).

	Male	Female	Gender diverse	Total
a. Less than 20 years of age	AGCP_Q14_AA	AGCP_Q14_AB	AGCP_Q14_AD	AGCP_Q14_AC
b. 20 to less than 25 years of age	AGCP_Q14_BA	AGCP_Q14_BB	AGCP_Q14_BD	AGCP_Q14_BC
c. 25 to less than 30 years of age	AGCP_Q14_CA	AGCP_Q14_CB	AGCP_Q14_CD	AGCP_Q14_CC
d. 30 to less than 35 years of age	AGCP_Q14_DA	AGCP_Q14_DB	AGCP_Q14_DD	AGCP_Q14_DC
e. 35 to less than 40 years of age	AGCP_Q14_EA	AGCP_Q14_EB	AGCP_Q14_ED	AGCP_Q14_EC
f. 40 to less than 45 years of age	AGCP_Q14_FA	AGCP_Q14_FB	AGCP_Q14_FD	AGCP_Q14_FC
g. 45 to less than 50 years of age	AGCP_Q14_GA	AGCP_Q14_GB	AGCP_Q14_GD	AGCP_Q14_GC
h. 50 to less than 55 years of age	AGCP_Q14_HA	AGCP_Q14_HB	AGCP_Q14_HD	AGCP_Q14_HC
i. 55 to less than 60 years of age	AGCP_Q14_IA	AGCP_Q14_IB	AGCP_Q14_ID	AGCP_Q14_IC
j. 60 years of age and over	AGCP_Q14_JA	AGCP_Q14_JB	AGCP_Q14_JD	AGCP_Q14_JC
Total civilian personnel	AGCP_Q14_KA	AGCP_Q14_KB	AGCP_Q14_KD	AGCP_Q14_KC

Age groups — special constables

15. **Report** the **actual** number, **i.e.,** headcount, of **special constables**, by age group and gender, employed by your police service, on **May 15, 2019.**

    Include personnel who are:
    - permanent and non-permanent special constables paid from your police service budget
    - working full-time or part-time
    - on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
    - actively back-filling a position for someone on leave if paid from your police service budget.

    Exclude personnel who are:
    - unpaid personnel, i.e., volunteers, reserve or auxiliary constables
    - paid from the municipality or another agency or police service.

    Note: The total number of special constables in this question should match exactly to the sum of permanent full-time special constables (question 7); permanent part-time special constables (question 8) and non-permanent paid special constables (question 9).

	Male	Female	Gender diverse	Total
a. Less than 20 years of age	AGSC_Q15_AA	AGSC_Q15_AB	AGSC_Q15_AD	AGSC_Q15_AC
b. 20 to less than 25 years of age	AGSC_Q15_BA	AGSC_Q15_BB	AGSC_Q15_BD	AGSC_Q15_BC
c. 25 to less than 30 years of age	AGSC_Q15_CA	AGSC_Q15_CB	AGSC_Q15_CD	AGSC_Q15_CC
d. 30 to less than 35 years of age	AGSC_Q15_DA	AGSC_Q15_DB	AGSC_Q15_DD	AGSC_Q15_DC
e. 35 to less than 40 years of age	AGSC_Q15_EA	AGSC_Q15_EB	AGSC_Q15_ED	AGSC_Q15_EC
f. 40 to less than 45 years of age	AGSC_Q15_FA	AGSC_Q15_FB	AGSC_Q15_FD	AGSC_Q15_FC
g. 45 to less than 50 years of age	AGSC_Q15_GA	AGSC_Q15_GB	AGSC_Q15_GD	AGSC_Q15_GC
h. 50 to less than 55 years of age	AGSC_Q15_HA	AGSC_Q15_HB	AGSC_Q15_HD	AGSC_Q15_HC
i. 55 to less than 60 years of age	AGSC_Q15_IA	AGSC_Q15_IB	AGSC_Q15_ID	AGSC_Q15_IC
j. 60 years of age and over	AGSC_Q15_JA	AGSC_Q15_JB	AGSC_Q15_JD	AGSC_Q15_JC
Total special constables	AGSC_Q15_KA	AGSC_Q15_KB	AGSC_Q15_KD	AGSC_Q15_KC

Age groups — recruits

16. **Report** the **actual** number, **i.e.,** headcount, of **recruits**, by age group and gender, engaged in a training program to become a fully-sworn police officer in your police service on **May 15, 2019.**

    Recruits, i.e., police officers in training: for the purposes of this survey, recruits are personnel engaged in police officer training programs intended to enable them to achieve the status of a fully-sworn police officer.

    Include personnel:
    - engaged in police officer training programs whether they are being paid or not
    - engaged in police officer training programs whether they get sworn-in at the beginning or end of their training.

    Exclude personnel who have successfully graduated from the police officer training program and have full police officer responsibilities.

    Note: The total number of recruits in this question should match exactly to the sum of recruits in question 5.

	Male	Female	Gender diverse	Total
a. Less than 20 years of age	AGR_Q16_AA	AGR_Q16_AB	AGR_Q16_AD	AGR_Q16_AC
b. 20 to less than 25 years of age	AGR_Q16_BA	AGR_Q16_BB	AGR_Q16_BD	AGR_Q16_BC
c. 25 to less than 30 years of age	AGR_Q16_CA	AGR_Q16_CB	AGR_Q16_CD	AGR_Q16_CC
d. 30 to less than 35 years of age	AGR_Q16_DA	AGR_Q16_DB	AGR_Q16_DD	AGR_Q16_DC
e. 35 to less than 40 years of age	AGR_Q16_EA	AGR_Q16_EB	AGR_Q16_ED	AGR_Q16_EC
f. 40 to less than 45 years of age	AGR_Q16_FA	AGR_Q16_FB	AGR_Q16_FD	AGR_Q16_FC
g. 45 to less than 50 years of age	AGR_Q16_GA	AGR_Q16_GB	AGR_Q16_GD	AGR_Q16_GC
h. 50 to less than 55 years of age	AGR_Q16_HA	AGR_Q16_HB	AGR_Q16_HD	AGR_Q16_HC
i. 55 to less than 60 years of age	AGR_Q16_IA	AGR_Q16_IB	AGR_Q16_ID	AGR_Q16_IC
j. 60 years of age and over	AGR_Q16_JA	AGR_Q16_JB	AGR_Q16_JD	AGR_Q16_JC
Total recruits	AGR_Q16_KA	AGR_Q16_KB	AGR_Q16_KD	AGR_Q16_KC

Leave for 12 weeks or more

17. **Report** the **actual** number, **i.e.,** headcount, of **permanent** personnel on leave for 12 weeks or more on **May 15, 2019**.

Leave for 12 weeks or more: an authorized leave that is continuous in nature for an expected duration of 12 weeks or more. It can be either paid or unpaid depending on the agreement between the employee and the employer.

Include permanent personnel who are:
- working full-time or part-time
- paid from your police service budget
- on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts.

Exclude personnel who are:
- not employed on a permanent basis, e.g., contract, casual, or temporary personnel
- recruits, i.e., police officers in training.

	Male	Female	Gender diverse	Total
Police officers **Exclude** recruits.				
a. Medical leave **Exclude** injury on duty. **e.g.,** long-term disability, mental health leave	POL_Q17_AA	POL_Q17_AB	POL_Q17_AD	POL_Q17_AC
b. Injured while on duty	POL_Q17_BA	POL_Q17_BB	POL_Q17_BD	POL_Q17_BC
c. Parental leave **e.g.,** maternity, paternity, adoption	POL_Q17_CA	POL_Q17_CB	POL_Q17_CD	POL_Q17_CC
d. Other types of leave **e.g.,** education, military leave, vacation, suspension	POL_Q17_DA	POL_Q17_DB	POL_Q17_DD	POL_Q17_DC
Total police officers	POL_Q17_EA	POL_Q17_EB	POL_Q17_ED	POL_Q17_EC
Civilian personnel **Exclude** special constables.				
a. Medical leave **Exclude** injury on duty. **e.g.,** long-term disability, mental health leave	POL_Q17_FA	POL_Q17_FB	POL_Q17_FD	POL_Q17_FC
b. Injured while on duty	POL_Q17_GA	POL_Q17_GB	POL_Q17_GD	POL_Q17_GC
c. Parental leave **e.g.,** maternity, paternity, adoption	POL_Q17_HA	POL_Q17_HB	POL_Q17_HD	POL_Q17_HC
d. Other types of leave **e.g.,** education, military leave, vacation, suspension	POL_Q17_IA	POL_Q17_IB	POL_Q17_ID	POL_Q17_IC
Total civilian personnel	POL_Q17_JA	POL_Q17_JB	POL_Q17_JD	POL_Q17_JC

Leave for 12 weeks or more

	Male	Female	Gender diverse	Total
Special constables				
a. Medical leave **Exclude** injury on duty. **e.g.,** long-term disability, mental health leave	POL_Q17_KA	POL_Q17_KB	POL_Q17_KD	POL_Q17_KC
b. Injured while on duty	POL_Q17_LA	POL_Q17_LB	POL_Q17_LD	POL_Q17_LC
c. Parental leave **e.g.,** maternity, paternity, adoption	POL_Q17_MA	POL_Q17_MB	POL_Q17_MD	POL_Q17_MC
d. Other types of leave **e.g.,** education, military leave, vacation, suspension	POL_Q17_NA	POL_Q17_NB	POL_Q17_ND	POL_Q17_NC
Total special constables	POL_Q17_OA	POL_Q17_OB	POL_Q17_OD	POL_Q17_OC
Total permanent personnel on leave for 12 weeks or more	POL_Q17_PA	POL_Q17_PB	POL_Q17_PD	POL_Q17_PC

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Aboriginal identity of personnel

18. **Report** the **actual** number, **i.e.,** headcount, of personnel who are identified as an **Aboriginal person**, employed by your police service on **May 15, 2019**.

    Note: If personnel identify as **both** Aboriginal **and** a visible minority, **include** them with those identified as Aboriginal, as well as a visible minority in the next question. If personnel identify as Caucasian **and** as Aboriginal, **include** them with those who are identified as Aboriginal.

    Note: If Aboriginal identity information for your police service is collected through self-identification by personnel and some have not self-identified as Aboriginal, **include** them within the category **Aboriginal identity unknown.**

    Aboriginal person: refers to First Nations (North American Indian), Métis or Inuk (Inuit) and/or persons who reported Registered or Treaty Indian status, that is registered under the *Indian Act of Canada*, and/or persons who reported membership in a First Nation or Indian band.

    Non-Aboriginal person: includes persons who are not First Nations (North American Indian), Métis, or Inuk (Inuit), or who did not have Registered or Treaty Indian status or Membership in a First Nation or Indian band, **e.g.,** persons who are Caucasian in race or white in colour or who are visible minority, regardless of place of birth.

    Note: The total number in this question for police officers, civilian personnel, and special constables should match exactly to the sum of those categories for permanent full-time (question 7); permanent part-time (question 8) and non-permanent paid (question 9). The total number of recruits in this question should match exactly to the sum of recruits in question 5.

	Total

Police officers
Exclude recruits.

a. Aboriginal identity . . . . AIP_Q18_A

b. Non-Aboriginal identity . . . . AIP_Q18_B

c. Aboriginal identity unknown . . . . AIP_Q18_C

d. Information not collected by police service . . . . AIP_Q18_D

Total police officers   AIP_Q18_E

Civilian personnel
Exclude special constables.

a. Aboriginal identity . . . . AIP_Q18_F

b. Non-Aboriginal identity . . . . AIP_Q18_G

c. Aboriginal identity unknown . . . . AIP_Q18_H

d. Information not collected by police service . . . . AIP_Q18_I

Total civilian personnel   AIP_Q18_J

...continued on next page

Aboriginal identity of personnel (continued)

	Total

Special constables

AIP_Q18_K

a. Aboriginal identity . . . .

AIP_Q18_L

b. Non-Aboriginal identity . . . .

AIP_Q18_M

c. Aboriginal identity unknown . . . .

AIP_Q18_N

d. Information not collected by police service . . . .

AIP_Q18_O

Total special constables

Recruits
i.e., police officers in training

AIP_Q18_P

a. Aboriginal identity . . . .

AIP_Q18_Q

b. Non-Aboriginal identity . . . .

AIP_Q18_R

c. Aboriginal identity unknown . . . .

AIP_Q18_S

d. Information not collected by police service . . . .

AIP_Q18_T

Total recruits

Visible minority of personnel

19. **Report** the **actual** number, **i.e.,** headcount, of personnel who are identified as a **visible minority person**, employed by your police service on **May 15, 2019**.

    Note: If personnel identify as **both** Aboriginal **and** a visible minority, **include** them with those identified as Aboriginal in the previous question, as well as a visible minority. If personnel identify as Caucasian **and** a visible minority, **include** them with those who are a visible minority.

    Note: If visible minority information for your police service is collected through self-identification by personnel and some have **not** self-identified as a visible minority, **include** them within the category **Do not know if they are a visible minority.**

    Visible minority: includes persons who are non-Caucasian in race or non-white in colour. The visible minority population consists of many groups, **including** Chinese, South Asian, Black, Arab, West Asian, Filipino, Southeast Asian, Latin American, Japanese, and Korean.

    Include persons with both single and multiple visible minorities.

    Exclude persons who solely identify as Aboriginal.

    Non-visible minority person: includes Aboriginal persons as well as persons not considered to be members of a visible minority group, regardless of place of birth, **e.g.,** persons who are Caucasian in race or white in colour.

    Note: The total number in this question for police officers, civilian personnel, and special constables should match exactly to the sum of those categories for permanent full-time (question 7); permanent part-time (question 8) and non-permanent paid (question 9). The total number of recruits in this question should match exactly to the sum of recruits in question 5.

	Total

Police officers
Exclude recruits.

a. Visible minority . . . . VMP_Q19_A

b. Non-visible minority . . . . VMP_Q19_B

c. Do not know if they are a visible minority . . . . VMP_Q19_C

d. Information not collected by police service . . . . VMP_Q19_D

Total police officers — VMP_Q19_E

Civilian personnel
Exclude special constables.

a. Visible minority . . . . VMP_Q19_F

b. Non-visible minority . . . . VMP_Q19_G

c. Do not know if they are a visible minority . . . . VMP_Q19_H

d. Information not collected by police service . . . . VMP_Q19_I

Total civilian personnel — VMP_Q19_J

Visible minority of personnel (continued)

	Total

Special constables

VMP_Q19_K

a.   Visible minority . . . .

VMP_Q19_L

b.   Non-visible minority . . . .

VMP_Q19_M

c.   Do not know if they are a visible minority . . . .

VMP_Q19_N

d.   Information not collected by police service . . . .

VMP_Q19_O

Total special constables

Recruits
i.e., police officers in training

VMP_Q19_P

a.   Visible minority . . . .

VMP_Q19_Q

b.   Non-visible minority . . . .

VMP_Q19_R

c.   Do not know if they are a visible minority . . . .

VMP_Q19_S

d.   Information not collected by police service . . . .

VMP_Q19_T

Total recruits

Human resource activities

The following human resource questions are based on the most **recently completed** calendar or fiscal year:
- personnel eligible to retire
- personnel hires
- personnel departures.

Reporting period — human resource activities

20. **Indicate** which reporting period applies to your police service's human resource activities.

    This reference period will apply for questions 21, 22, and 23.

    RPHR_Q20A

    1
    ○ Calendar year
    January 1, 2018 to December 31, 2018

    2
    ○ Fiscal year
    April 1, 2018 to March 31, 2019

    3
    ○ Other fiscal year

    ⇨ Specify other fiscal year:

	YYYY	MM	DD		YYYY	MM	DD
RPHR_S20A From				RPHR_S20B To			

Personnel eligible to retire

21. **Report** the **actual** number, **i.e.,** headcount, of personnel who were **eligible to retire** from your police service for **the previous calendar or fiscal year.**

    Eligible to retire: include personnel whose eligibility to retire with an unrestricted pension based on age or years of service was in effect for all, or a portion, of the period for the previous calendar or fiscal year. In some cases, the date of eligibility to retire may have come into effect before this period.

    Include personnel who are:
    - permanent and non-permanent paid from your police service budget
    - working full-time or part-time
    - eligible to retire while on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts.

    Exclude personnel who are:
    - unpaid, **i.e.,** volunteers, reserve or auxiliary constables
    - paid from the municipality or another agency or police service.

		Male	Female	Gender diverse	Total
a.	Police officers **Exclude** recruits.	PER_Q21_AA	PER_Q21_AB	PER_Q21_AD	PER_Q21_AC
b.	Civilian personnel **Exclude** special constables.	PER_Q21_BA	PER_Q21_BB	PER_Q21_BD	PER_Q21_BC
c.	Special constables	PER_Q21_CA	PER_Q21_CB	PER_Q21_CD	PER_Q21_CC
Total personnel eligible to retire		PER_Q21_DA	PER_Q21_DB	PER_Q21_DD	PER_Q21_DC

Personnel hired

22. **Report** the **actual** number, **i.e.,** headcount, of personnel **hired** by your police service for **the previous calendar or fiscal year.**

    Include personnel who are:
    - hired from outside the police service
    - permanent and non-permanent paid from your police service budget
    - working full-time or part-time
    - on secondment or leave from another police service. If you have personnel in your police service that are there on secondment from another service, count them in your personnel counts. If your police service has personnel that are away on secondment or leave with another police service, do not include them in your personnel counts
    - recruits directly hired from police officer training programs whether or not they have achieved status of a fully-sworn police officer prior to being hired or after. Recruits should include police officers hired with less than one year of experience as a fully sworn in police officer.

    Exclude personnel who are:
    - promoted internally
    - unpaid, **i.e.,** volunteers, reserve or auxiliary constables
    - paid from the municipality or another agency or police service
    - returning from a secondment.

	Male	Female	Gender diverse	Total
a. Police officers **Exclude** recruits.	PH_Q22_AA	PH_Q22_AB	PH_Q22_AD	PH_Q22_AC
b. Civilian personnel **Exclude** special constables.	PH_Q22_BA	PH_Q22_BB	PH_Q22_BD	PH_Q22_BC
c. Special constables	PH_Q22_CA	PH_Q22_CB	PH_Q22_CD	PH_Q22_CC
d. Recruits **i.e.,** police officers in training . .	PH_Q22_DA	PH_Q22_DB	PH_Q22_DD	PH_Q22_DC
Total personnel hired	PH_Q22_EA	PH_Q22_EB	PH_Q22_ED	PH_Q22_EC

Personnel departures

23. **Report** the **actual** number, **i.e.,** headcount, of personnel who **departed** from your police service for **the previous calendar or fiscal year.**

    Include personnel who are:
    - permanent and non-permanent paid from your police service budget
    - working full-time or part-time
    - departed while on secondment or leave if paid from your police service budget.

    Exclude personnel who are:
    - unpaid, **i.e.,** volunteers, reserve or auxiliary constables
    - paid from the municipality or another agency or police service.

	Male	Female	Gender diverse	Total
Departed due to retirement				
a. Police officers **Exclude** recruits.	PD_Q23_AA	PD_Q23_AB	PD_Q23_AD	PD_Q23_AC
b. Civilian personnel **Exclude** special constables.	PD_Q23_BA	PD_Q23_BB	PD_Q23_BD	PD_Q23_BC
c. Special constables	PD_Q23_CA	PD_Q23_CB	PD_Q23_CD	PD_Q23_CC
Total personnel departed due to retirement	PD_Q23_DA	PD_Q23_DB	PD_Q23_DD	PD_Q23_DC
Departed due to all other reasons **e.g.,** resignation, termination, transfer to another police service				
a. Police officers **Exclude** recruits.	PD_Q23_EA	PD_Q23_EB	PD_Q23_ED	PD_Q23_EC
b. Civilian personnel **Exclude** special constables.	PD_Q23_FA	PD_Q23_FB	PD_Q23_FD	PD_Q23_FC
c. Special constables	PD_Q23_GA	PD_Q23_GB	PD_Q23_GD	PD_Q23_GC
d. Recruits **i.e.,** police officers in training	PD_Q23_HA	PD_Q23_HB	PD_Q23_HD	PD_Q23_HC
Total personnel departed due to all other reasons	PD_Q23_IA	PD_Q23_IB	PD_Q23_ID	PD_Q23_IC
Total personnel departures	PD_Q23_JA	PD_Q23_JB	PD_Q23_JD	PD_Q23_JC

Expenditures and revenue amounts

The following financial questions are based on your most **recently completed** calendar or fiscal year:
- salary, wage, and benefit expenditures
- non-salary operating expenditures
- capital expenditures
- expenditures for select information technology and other police equipment items
- funds and cost-recovery amounts received by funding source.

Reporting period — expenditures and revenue amounts

24. **Indicate** which reporting period applies to your police service's expenditures and revenue amounts.

    This reference period will apply for questions 25 to 31.

    RPER_Q24A

    1
    ○ Calendar year

    January 1, 2018 to December 31, 2018

    2
    ○ Fiscal year

    April 1, 2018 to March 31, 2019

    3
    ○ Other fiscal year

    ↳ Specify other fiscal year

	YYYY	MM	DD			YYYY	MM	DD
From RPER_S24A				To RPER_S24B				

Salaries, wages, and benefits

25. **Report** total **salaries, wages and benefits** for **the previous calendar or fiscal year.**

    Round to the nearest **CAN$**.

    Gross expenditures CAN$

    Police officers
    Exclude recruits.

    a. Salaries
       Include regular pay, overtime pay, and other pay. . . . . SWB_Q25_A $ _____ .00

    b. Benefits
       e.g., employer's contributions to Canada Pension Plan (**CPP**), Employment Insurance (**EI**), dental plan, pension plan . . . . SWB_Q25_D $ _____ .00

    Total police officer salaries, wages, and benefits SWB_Q25_E $ _____ .00

    Civilian personnel
    Exclude special constables.

    a. Salaries
       Include regular pay, overtime pay, and other pay. . . . . SWB_Q25_F $ _____ .00

    b. Benefits
       e.g., employer's contributions to Canada Pension Plan (**CPP**), Employment Insurance (**EI**), dental plan, pension plan . . . . SWB_Q25_I $ _____ .00

    Total civilian personnel salaries, wages, and benefits SWB_Q25_J $ _____ .00

    ...continued on next page

Salaries, wages, and benefits (continued)

...continues from previous page

	Gross expenditures CAN$

Special constables

a. Salaries
   Include regular pay, overtime pay, and other pay. . . . .

SWB_Q25_K
$ _____ .00

b. Benefits
   e.g., employer's contributions to Canada Pension Plan (**CPP**), Employment Insurance (**EI**), dental plan, pension plan . . . .

SWB_Q25_N
$ _____ .00

Total special constables salaries, wages, and benefits

SWB_Q25_O
$ _____ .00

Recruits

a. Salaries
   Include regular pay, overtime pay, and other pay. . . . .

SWB_Q25_P
$ _____ .00

b. Benefits
   e.g., employer's contributions to Canada Pension Plan (**CPP**), Employment Insurance (**EI**), dental plan, pension plan . . . .

SWB_Q25_S
$ _____ .00

Total recruits salaries, wages, and benefits

SWB_Q25_T
$ _____ .00

Total gross salaries, wages, and benefits

SWB_Q25_U
$ _____ .00

Non-salary operating expenditures

26. **Indicate** if the following **non-salary operational** expenditure items were paid by your police service for **the previous calendar or fiscal year.**

    Exclude:
    - salaries, wages, and benefits
    - capital costs.

    Note: Fully or partially paid by your police service may also mean paid by the municipal administration out of funds allocated to your police service.

	Fully or partially paid by police service	Not paid by police service	Information not available
a. Vehicle operating and maintenance costs **e.g.,** lease payments for all fleet **including** marine and aircraft . . . . NSOE_Q26_A	◯ 1	◯ 2	◯ 3
b. Building operating and maintenance costs **Include** leasing of facilities, utilities. **Exclude** costs related to contracts for services. . . . . . NSOE_Q26_B	◯ 1	◯ 2	◯ 3
c. Training and professional development . . . . NSOE_Q26_C	◯ 1	◯ 2	◯ 3
d. Information technology (**IT**) operations **Include** all hardware, software, maintenance and related infrastructure costs, storage fees, and monthly fees. . . . . NSOE_Q26_D	◯ 1	◯ 2	◯ 3
e. Police equipment **e.g.,** firearms, tasers, cameras, robots . . . . NSOE_Q26_E	◯ 1	◯ 2	◯ 3
f. Contracts for professional services **e.g., IT** services, security, grounds maintenance . . . . . NSOE_Q26_F	◯ 1	◯ 2	◯ 3
g. All other non-salary operating expenditures **e.g.,** supplies, uniforms, ammunition, reserve fund contributions, relocation costs . . . . NSOE_Q26_G	◯ 1	◯ 2	◯ 3

27. **Report non-salary operating** expenditure amounts for the following items you identified as being **fully** or **partially paid** by your police service for **the previous calendar or fiscal year.**

    Round to the nearest **CAN$**.

    Exclude:
    - salaries, wages, and benefits
    - all capital costs.

	Gross expenditures paid by police service CAN$
a. Vehicle operating and maintenance costs **e.g.,** lease payments for all fleet **including** marine and aircraft . . . . NSOE2_Q27_A	$ _____ .00
b. Building operating and maintenance costs **Include** leasing of facilities, utilities. **Exclude** costs related to contracts for services. . . . . NSOE2_Q27_B	$ _____ .00
c. Training and professional development . . . . NSOE2_Q27_C	$ _____ .00
d. Information technology (**IT**) operations **Include** all hardware, software, maintenance and related infrastructure costs, storage fees, and monthly fees. . . . . NSOE2_Q27_D	$ _____ .00
e. Police equipment **e.g.,** firearms, tasers, cameras, robots . . . . NSOE2_Q27_E	$ _____ .00

...continued on next page

Non-salary operating expenditures (continued)

...continues from previous page

	Gross expenditures paid by police service CAN$

f. Contracts for professional services
    e.g., IT services, security, legal consultation, counselling services . . . .

NSOE2_Q27_F

$ _____ .00

g. All other non-salary operating expenditures
    e.g., supplies, uniforms, ammunition, reserve fund contributions, relocation costs . . . .

NSOE2_Q27_G

$ _____ .00

NSOE2_Q27_H

Total non-salary operating expenditures

$ _____ .00

Capital expenditures

28. **Indicate** if the following **capital** expenditure items were paid by your police service for **the previous calendar or fiscal year.**
    Exclude:
    - salaries, wages, and benefits
    - all operating costs.
    Note: Fully or partially paid by your police service may also mean paid by the municipal administration out of funds allocated to your police service.

	Fully or partially paid by police service	Not paid by police service	Information not available
a. Vehicle purchases **Include** all ground, marine, and aircraft vehicles. . . . . (CE_Q28_A)	1 ◯	2 ◯	3 ◯
b. New buildings and capital projects . . . . (CE_Q28_B)	1 ◯	2 ◯	3 ◯
c. Information technology (**IT**) operations . . . . (CE_Q28_C)	1 ◯	2 ◯	3 ◯
d. Police equipment not reported as operational expenditures **e.g.,** firearms, tasers, cameras, robots . . . . (CE_Q28_D)	1 ◯	2 ◯	3 ◯
e. All other capital expenditures **e.g.,** contributions to reserve funds, funds earmarked for capital projects . . . . (CE_Q28_E)	1 ◯	2 ◯	3 ◯

Capital expenditures (continued)

29. **Report capital expenditure** amounts for the following items that you identified as being **fully** or **partially paid** by your police service for **the previous calendar or fiscal year.**

    Capital projects: report only the expenditure amount that was paid during the previous calendar or fiscal year.

    Round to the nearest **CAN$.**

		Gross expenditures paid by police service CAN$
a.	Vehicle purchases **Include** all ground, marine, and aircraft vehicles.	CE2_Q29_A $ _____ .00
b.	New buildings and capital projects	CE2_Q29_B $ _____ .00
c	Information technology (**IT**) operations	CE2_Q29_C $ _____ .00
d.	Police equipment not reported as operational expenditures **e.g.,** firearms, tasers, cameras, robots	CE2_Q29_D $ _____ .00
e.	All other capital expenditures **e.g.,** contributions to reserve funds, funds earmarked for capital projects	CE2_Q29_E $ _____ .00
Total capital expenditure amounts		CE2_Q29_F $ _____ .00

Expenditures for select information technology and police equipment

30. **Report** total expenditure amounts for the following select information technology (**IT**) and police equipment items for **the previous calendar or fiscal year.**

    Include total expenditure costs including operational, maintenance, and capital expenditures.

	Gross expenditures paid by police service CAN$
a. Radios	EXP_Q30_A $ _____ .00
b. Other telecommunication devices **e.g.,** cellphones, **GPS**	EXP_Q30_B $ _____ .00
c. Computers and other hardware **e.g.,** desktops, laptops, mobile data terminals, network and servers, printers, infra-red technology . . .	EXP_Q30_C $ _____ .00
d. Software, applications, and systems **e.g.,** business intelligence, licenses, e-ticketing, license plate recognition systems	EXP_Q30_D $ _____ .00
e. Storage fees e.g., storage, cloud services	EXP_Q30_E $ _____ .00
f. Body-worn and in-car cameras	EXP_Q30_F $ _____ .00
g. Other cameras and surveillance units **e.g.,** closed circuit, security cameras, total stations	EXP_Q30_G $ _____ .00
h. Alcohol-impaired driving test equipment	EXP_Q30_I $ _____ .00
i. Unmanned aircraft systems (**UAS**) **e.g.,** drones	EXP_Q30_J $ _____ .00

Funds and cost-recovery amounts received by funding source

31. **Report** all **funds and cost-recovery amounts** received from the following sources of funding for **the previous calendar or fiscal year.**

    Include amounts for all types of funds received that are returned to your police service budget, **i.e.,** re-spendable amounts.

    Report capital and operational funds and cost-recovery amounts separately.

	Operational funds and cost-recovery amounts CAN$	Capital funds and cost-recovery amounts CAN$	Total funds and cost-recovery amounts CAN$
a. Federal government	FUN_Q31_AA $ .00	FUN_Q31_AB $ .00	FUN_Q31_AC $ .00
b. Provincial government	FUN_Q31_BA $ .00	FUN_Q31_BB $ .00	FUN_Q31_BC $ .00
c. Municipal government	FUN_Q31_CA $ .00	FUN_Q31_CB $ .00	FUN_Q31_CC $ .00
d. Fees for service **e.g.,** record checks, paid duties, other reports	FUN_Q31_DA $ .00	FUN_Q31_DB $ .00	FUN_Q31_DC $ .00
e. Secondments	FUN_Q31_GA $ .00	FUN_Q31_GB $ .00	FUN_Q31_GC $ .00
f. Other sources **e.g.,** auction proceeds	FUN_Q31_EA $ .00	FUN_Q31_EB $ .00	FUN_Q31_EC $ .00
Total funds and cost-recovery amounts received	FUN_Q31_FA $ .00	FUN_Q31_FB $ .00	FUN_Q31_FC $ .00

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Current and emerging issues

The following questions are special topic questions related to current and emerging issues:
- calls for service
- preparing for the legalization of cannabis
- drug-impaired driving.

Calls for service

32. **Report** the total number of **calls for service** your police service received from **the previous calendar or fiscal year.**

    Include calls for service:
    - that are citizen-generated, **i.e.,** received via emergency lines, non-emergency lines, internet reporting, alarms, contact with the public, or any other such means
    - that are police officer initiated, **i.e.,** self-generated, on-view calls for service
    - that required the tasking of police resources, **e.g.,** a police officer was dispatched.

    Exclude calls for service:
    - that were redirected to other agencies or did not require the tasking of police resources
    - that represent officer initiated information gathering where no incident occurred, **i.e.,** street checks
    - that represent proactive policing activities, including targeted interventions, strategic enforcement, and community engagement projects
    - related to administrative or maintenance duties, **e.g.,** requests for documentation, criminal record checks, court attendance, prisoner transport, training, or maintenance.

	Total
	CFS_Q32_A
a. Citizen-generated calls for service	
	CFS_Q32_B
b. Police officer initiated calls for service	
	CFS_Q32_C
c. Call source unknown	
	CFS_Q32_D
Total number of calls for service	

Funds to prepare for the legalization of cannabis in Canada

33. **Report** the following **amounts** your police service **spent** and **received** to prepare for the **legalization of cannabis** in Canada for **April 1, 2018 to March 31, 2019**.

    Salary dollars: include regular and overtime pay (excluding benefits) from your police service budget for any personnel who provided or participated in training, research, development, or implemented changes related to preparing for the legalization of cannabis. Include general drug-related items if there is a cannabis component, **e.g.,** drug recognition expert (**DRE**) training.

    Non-salary dollars: include amounts spent from your police service budget on training materials, travel costs, systems changes, new police equipment, or any other non-salary item related to preparing for the legalization of cannabis.

    Grants: include amounts awarded to the police service to prepare for the legalization of cannabis.

    Round to the nearest **CAN$.**

    Note: If no salary and non-salary dollars have been spent, and no grants have been received to prepare for the legalization of cannabis in Canada, please enter zero.

	Total CAN$
	FLC_Q33_A
a. Salary dollars spent	$ .00
	FLC_Q33_B
b. Non-salary dollars spent	$ .00
	FLC_Q33_C
c. Grant amounts received	$ .00

Drug-impaired driving

34. **Report** the **number of hours** that your police officers spent on the following types of training for **April 1, 2018 to March 31, 2019**.

    Include hours spent by police officers in your police service participating in or providing training on:
    - Standardized Field Sobriety Testing (SFST) which may or may not include Introduction to Drug-impaired Driving
    - Standardized Field Sobriety Testing (SFST) refresher courses
    - Drug Recognition Expert (DRE) training.

    Note: If police officers have not completed or provided these types of training, enter zero. Please provide an estimate, if exact numbers are not available.

	Total hours
a. Standardized Field Sobriety Testing (SFST)	DIDH_Q34_A
b. Standardized Field Sobriety Testing (SFST) refresher courses	DIDH_Q34_B
c. Drug Recognition Expert (DRE) training	DIDH_Q34_C

35. **Report** the **number of police officers** who received or successfully completed the following types of training for **April 1, 2018 to March 31, 2019**.

    Include the number of police officers in your police service who are participating in or have completed:
    - Standardized Field Sobriety Testing (SFST) which may or may not include Introduction to Drug-impaired Driving
    - Standardized Field Sobriety Testing (SFST) refresher courses
    - Drug Recognition Expert (DRE) training.

    Note: If police officers have not completed or provided these types of training, enter zero. Please provide an estimate, if exact numbers are not available.

	Total number of police officers
a. Police officers who **received** Standardized Field Sobriety Testing (SFST) training	DIDC_Q35_A
b. Police officers who **successfully completed** Standard Field Standardized Field Sobriety Test (SFST) training	DIDC_Q35_B
c. Police officers who **received** Standardized Field Sobriety Testing (SFST) refresher training .	DIDC_Q35_C
d. Police officers who **successfully completed** Standard Field Standardized Field Sobriety Test (SFST) refresher training	DIDC_Q35_D
e. Police officers who **received** Drug Recognition Expert (DRE) training	DIDC_Q35_E
f. Police officers who **successfully completed** Drug Recognition Expert (DRE) training	DIDC_Q35_F
g. Police officers who are Drug Recognition Expert (DRE) **certified**	DIDC_Q35_G

Drug-impaired driving

36. **Report** the following amounts your police service **spent** and **received** to prepare for Drug-impaired Driving (**DID**) for **April 1, 2018 to March 31, 2019**.

    Salary dollars: include regular and overtime pay (**exclude** benefits) from your police service budget for any personnel who provided or participated in DID training, research, data collection and analysis development, or implemented changes related to preparing for DID legislation.

    Non-salary dollars: include amounts spent from your police service budget on training materials, travel costs, systems changes, or any other non-salary items related to preparing for DID.

    Grants: include amounts awarded to the police service.

    Exclude amounts spent on Attorney-General approved oral fluid screening devices.

    Round to the nearest **CAN$**.

    Note: If no salary and non-salary dollars have been spent, and no grants have been received to prepare for DID, please enter zero.

	Salary dollars spent CAN$	Non-salary dollars spent CAN$	Grant amounts received CAN$
a. Training for Standardized Field Sobriety Testing (SFST)	DIDF_Q36_AA $ .00	DIDF_Q36_AB $ .00	DIDF_Q36_AC $ .00
b. Training for Standardized Field Sobriety Testing (SFST) refresher . . .	DIDF_Q36_BA $ .00	DIDF_Q36_BB $ .00	DIDF_Q36_BC $ .00
c. Drug Recognition Expert (DRE) training	DIDF_Q36_CA $ .00	DIDF_Q36_CB $ .00	DIDF_Q36_CC $ .00
Total amount on training to prepare for DID	DIDF_Q36_DA $ .00	DIDF_Q36_DB $ .00	DIDF_Q36_DC $ .00

37. **Report** the following information from your police service on **Attorney-General approved** oral fluid screening devices for **April 1, 2018 to March 31, 2019**.

	Total number of devices purchased	Total number of devices your police service has used	Gross expenditures to purchase devices CAN$	Grant amounts received CAN$
a. Attorney-General approved oral fluid screening devices . . .	DIDS_Q37_A	DIDS_Q37_B	DIDS_Q37_C $ .00	DIDS_Q37_D $ .00

Drug-impaired driving and cannabis-related violations

38. **Report** the **number** of provincial or territorial tickets issued by your police service related to Drug-impaired Driving (**DID**) and cannabis offences **from October 17, 2018 to March 31, 2019**.

	Total
a. Provincial or territorial tickets for drug-impaired driving **Include** cannabis.	DIDT_Q38_A
b. Number of provincial or territorial tickets for cannabis-related violations **Exclude** drug-impaired driving.	DIDT_Q38_B

Waiver

Statistics Canada is seeking your permission to publish data from this survey for your police service. This permission must be provided by someone with the authority to provide consent on behalf of your organization.

1. Do you provide consent on behalf of your police service to the Chief Statistician of Canada to authorize the release and publication of data relating to this organization provided for the Police Administration Survey for reference year 2019?

   Data may directly or indirectly identify your police service. It is understood that this permission may be rescinded at any time by telephoning the Canadian Centre for Justice Statistics and then confirming by letter.

   WAI_Q01

   1 ◯ Yes, I agree

   2 ◯ No, I do not agree

2. Please provide your contact information.

   First name
   WAI_Q02A

   Last name
   WAI_Q02B

   Title
   WAI_Q02C

   Email address (example: user@example.gov.ca)
   WAI_Q02D

   Telephone number (including area code)
   Example: 123-123-1234
   WAI_Q02E

   Extension number
   (if applicable)
   WAI_Q02F

   Fax number (including area code)
   Example: 123-123-1234
   WAI_Q02G

Feedback

	Hours	Minutes
	B00013	B00014

1. How long did it take to complete this questionnaire?
   Include the time spent gathering the necessary information.

2. We invite your comments about this questionnaire.
   B00002

General information

Confidentiality

Your answers are confidential.

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act.*

Statistics Canada will use information from this survey for statistical purposes.

Record linkages

To enhance the data from this survey and to minimize the reporting burden, Statistics Canada may combine it with information from other surveys or from administrative sources.

Thank you for completing this questionnaire.

Please retain a copy for your records.

Visit our website, www.statcan.gc.ca