



## DEEP RIVER POLICE SERVICE

### BOARD POLICY

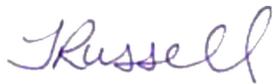
Policy Number	LE-026 DRPSB
<b>Policy Title</b>	<b>Missing Persons</b>
Issued	21 October 2025
Reviewed	
Revised	-
Expires	Indefinite
Rescinds	-

It is the policy of the Deep River Police Service Board with respect to undertaking and managing investigations into missing persons that the Chief of Police will develop and maintain written procedures:

- a) When members of this Police Service shall notify a supervisor regarding a missing person occurrence – *Ontario Regulation 395/23 – Investigations*;
- b) That all missing persons occurrences are investigated in compliance with the *Community Safety and Policing Act (CSPA)* and its *Regulations*;
- c) Set out the steps to be followed for undertaking investigations into reports of missing persons, including situations involving children, teenagers, and elder and vulnerable adults;
- d) Ensure investigative follow-up on outstanding cases;
- e) Where circumstances indicate a strong possibility of foul play, that require officers to comply with *Ontario Regulation 394/23 - Major Case Management and Approved Software Requirements*;
- f) Ensure an AMBER Alert activation is considered in all missing children's investigations, and that officers comply with *Ontario Regulation 394/23 – Major Case Management and Approved Software Requirements*; and
- g) Annual Report:

Pursuant to section 8 of the *Missing Person Act (2018)* (the Act), Police Services are required to report annually on the use of urgent demands for records by members of the Police Service. This includes:

- I. The total number of urgent demands made that year and the number of missing persons;
- II. Persons investigations to which they related;
- III. A description of the types of records specified in the urgent demands for records made in that year;
- IV. The date by which the annual report must be prepared by the Chief of Police, and a copy provided to the Police Service Board, which is by April 1 in a format approved by the Minister;
- V. The date by which the Police Service Board receives the report shall make the report available to the public by posting it on a website, which is by June 1 in the year the report is received; and
- VI. In addition to the contents required under subsection 8 (4) of the Act, the annual report must also contain:
  - The total number of times that different types of records listed in subsection 4 (2) of the Act were specified in the urgent demands made in that year; if applicable; and
  - A description of any types of records not listed in subsection 4 (2) of the Act.



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Chair

21 October 2025

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Date