

		Department Patrol and Emergency Communications	Policy No. PE 001	Page 1 of 1
		Policy Title ACCESS TO EMERGENCY COMMUNICATIONS CENTRE INFORMATION		
Council Resolutions No. 754-88 Date: Oct. 6/88	DFA	C.C.	Cross Reference	Effective Date October 6, 1988
In order to protect the rights of individuals, the County deems it necessary to adopt a policy restricting access to confidential or classified information obtained by the Emergency Communications Centre. 1. It will be a requirement of employment for Emergency Communications Centre (ECC) personnel to take a "Statutory Oath of Secrecy". 2. a) All requests for confidential information from the ECC records must be submitted in writing to the Director of Public Services or his or her designates. b) The Director of Public Services or his or her designates shall, in their sole discretion, determine what confidential information shall be released. Persons requesting information from ECC Operators regarding any occurrence shall be referred to the agencies concerned. No information shall be given out by ECC personnel without appropriate supervisory direction. 3. ECC Operators will obtain Canadian Police Information (CPIC) record checks relative only to outstanding warrants, stolen autos and driver owner information. ECC Operators <i>will not request</i> Criminal Record Checks (CNI) as this information is restricted by R.C.M. Police Policy. 4. All information accessed from CPIC or Motor Vehicle Branch (MVB) computer terminals, including the telephone, shall be related to official business only and shall not be utilized for any personal use or advantage. In addition, all information obtained from the MVB, CPIC, telephone or from other sources shall be considered ECC records and subject to the above policy.				