

**BRANTFORD POLICE SERVICES BOARD  
POLICY #07-05**

Re: Retention and Destruction of Records of the Brantford Police Service

It is the policy of the Brantford Police Services Board with respect to the retention and destruction of records of the Brantford Police Service that the Chief of Police will:

- a) establish procedures that include:
  - i) responsibilities of Service members
  - ii) a schedule of records and retention periods
  - iii) historical records
  - iv) destruction of records
  - v) disposal of records
  - vi) security
  - vii) authority for schedule of records

PASSED - November 15, 2007