	Surrey Pretrial Services Centre Standard Operating Procedures	Issued: September 25, 2015
Chapter 1: Security and Control		
Unmanned and Remotely Piloted Aircraft		M. Lang, Warden

Preamble: Surrey Pretrial Services Centre "Standard Operating Procedures" (SPSC SOP) are local policies written in support of the BC Corrections Branch Adult Custody Policy (ACP). They do not supersede ACP but offer site specific policy specifically tailored to Surrey Pretrial Services Centre. In researching policy specifics, personnel consult ACP, legislation, and other relevant material.

Unmanned and Remotely Piloted Aircrafts

Refer to: Adult Custody Policy Section 1.1.1, 1.1.13

Refer to: Correction Act Section 14, 17

Refer to: SPSC SOPs - Electronic Security and Communications, Electronic Surveillance

Refer to: SPSC Contingency Plans

Refer to Criminal Code of Canada

Refer to: Canadian Aircraft Regulations

Refer to: Trespass Act

Refer to: Privacy Act

1.01 General

Model aircrafts and unmanned air vehicles (UAV), including remotely piloted aircraft systems or drones, jeopardizes the correctional centre by having the ability to deliver contraband, conduct unauthorized surveillance and create malicious damage.

1.02 Sightings

Any sightings of a model aircraft or unmanned air vehicle on correctional property are reported to SSP and the assistant deputy warden of operations immediately.

1.03 SSP responsibilities


SSP will attempt to locate the aircraft or air vehicle, and the operator via DVMS. Additional staff may be assigned to SSP to assist in the video surveillance.

To mitigate any introduction of contraband, s.15

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SSP operator notifies the assistant deputy warden of the results of the searches. Sighting and searches are documented in the SSP log book.

1.04 Assistant deputy warden responsibilities

The assistant deputy warden notifies the warden and RCMP (if warranted) and collects any evidence.

Any privacy breaches are reported the Office of the Chief Information Officer (OCIO).

In the event of an emergent crisis, the command centre is initiated.

The assistant deputy warden of regulations completes a significant incident report and ensures any responding staff complete an incident report.

Standard Operating Procedures



Prince George Regional Correctional Centre

April 25, 2016

P. Chafe, Warden

Subject: Drone Policy (UAV)

UNMANNED AERIAL VEHICLE (UAV) or “Drone”

1.01 OVERVIEW

An Unmanned Aerial Vehicle (UAV) or “Drone” is defined as “an aircraft without a human pilot aboard. Its flight is controlled either autonomously by onboard computers or by the remote control of a pilot on the ground or in another vehicle”¹.

UAV or DRONE can also be referred to as a Remotely Piloted Aircraft (RPA)

1.02 PROCEDURE FOR STAFF PRESENT AT INCIDENT AREA

If, during the course of an officer’s duties, the officer encounters a drone while transporting or monitoring an inmate or group of inmates, the officer should proceed as follows (if possible):

- Call a Code Yellow, as this constitutes a breach of security for the institution;
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- Necessary Incident Report form(s).

Standard Operating Procedures



Prince George Regional Correctional Centre

April 25, 2016

P. Chafe, Warden

Subject: Drone Policy (UAV)

PROCEDURE FOR CONTROL STAFF

While working as a control officer during an incident involving a drone:

- When Code Yellow is called by staff follow normal procedures (locking up units, etc.). Have control runners respond to scene.
- When notified that a drone is present for the Code Yellow (not a fight, assault, etc.), contact RCMP to respond to the correctional center.
- Control staff located in control should try to follow the drone with cameras (if cameras can be moved) if at all possible. If not, try to record which cameras catch the drone at which times. Bookmarking can be facilitated by the CS Disciplinary Coordinator when an investigation is initiated.
- Fill out necessary Incident Report form(s).

PROCEDURE FOR CS OPERATIONS

While working as the CS operations during an incident involving a drone:

- When Code Yellow is called, staff will respond to the incident area.
- When arriving on scene determine the nature of the code (if a drone is involved or not). ^{s.15}

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Standard Operating Procedures



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- Assign Incident Reports to appropriate staff. Coordinate investigation with CS Disciplinary Coordinator. Notify ADW regulations or on-call manager if after hours, of the nature of the Code Yellow and all necessary details.

PROCEDURES FOR CS DISCIPLINARY COORDINATOR


When notified by CS Operations about an incident involving a drone:

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PROCEDURES FOR ADW

When notified by CS Operations about an incident involving a drone:

1. Notify DW Operations to see if an incident response needs to be initiated.
2. Confirm with Control that RCMP have been notified.
3. If an incident response is required, follow appropriate protocol for Critical Incident Response.

	North Fraser Pretrial Centre Standard Operating Procedures	
	Chapter 2: Emergency Situations Section 8: Drones	
	Date Issued: March 23, 2016	S. Phillips, Warden

DRONES

Definition of Drones

Drones are more formally known as unmanned aerial vehicles (UAV). Essentially, a drone is a flying robot. The aircraft may be remotely controlled or can fly autonomously through software-controlled flight plans in their embedded systems working in conjunction with GPS. UAVs have most often been associated with the military but they are also used for search and rescue, surveillance, traffic monitoring, weather monitoring, firefighting and used for dropping off contraband at Jails, among other things.

1.01 Reporting

In the event of a Drone being reported or witnessed on or near NFPC property, Central Control will be notified immediately. Central Control will contact the ADW of Regulations or designate immediately and provide them with the location and number of Drones.

1.02 Roles and Responsibilities


ADW – Regulations or Designate

The ADW or designate will:

1. Immediately report to control and assess the situation.
2. Consideration will be given to:
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1.03 Central Control / Prowl

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- 3.
4. Await further direction from the CS/ADW.

	North Fraser Pretrial Centre Standard Operating Procedures	
	Chapter 2: Emergency Situations Section 8: Drones	
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1.04 Immediate Action Following Security Breach

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1.05 Institutional Activity

The ADW regulations will establish required staff resources to manage the incident, and may draw from other areas as required once those areas are secured. Every effort should be made to maintain regular program in the unaffected areas of the centre.

1.06 Reporting

Officers directly involved in this incident will submit an incident report as directed by the ADW or designate.

OPERATIONS AND SECURITY COMMITTEE

September 1 – 3, 2015
JIBC, New Westminster
MINUTES

Attendance: Steve DiCatri (Chair)
Coy Myers
Bill Bouthot
Robert Richard
Pat Doherty
Marlene McKay
Jack Stowe

Shane McGrath (Co-Chair)
Harry Draaisma
Elliott Smith
Kary Steele
Rick Lacroix
Angelo Gabriele
Aaron D'Argis (Analyst)

Guests: Peter Stevens, Michelle Renville

Regrets: Ken Bush, Sandy Whitehead

ITEM	ACTION
1. NR	
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ITEM	ACTION
4. NR <ul style="list-style-type: none"> • • • • 	
5. <ul style="list-style-type: none"> • • • 	
6. <ul style="list-style-type: none"> • • • 	
7. <ul style="list-style-type: none"> • 	

ITEM	ACTION
8. NR <ul style="list-style-type: none"> • • • 	
9. <ul style="list-style-type: none"> • • • 	
10. <ul style="list-style-type: none"> • • 	
11. <ul style="list-style-type: none"> • • 	

ITEM	ACTION
<p>12. Strategies Surrounding Use of Drones</p> <ul style="list-style-type: none"> Increasing concerns expressed with the availability and capability of drones that could threaten our centres. BC Corrections has no record of contraband entering a centre via drone drop, however VIRCC detected and intervened in an inadvertent drone fly over earlier this year. s.15 <ul style="list-style-type: none"> s.15 	<p>DWs will develop local SOPs on the topic of drones for review and discussion at the next committee meeting.</p> <p>SOPs may focus on search practices in outside / open yards.</p>
<p>13. NR</p> <ul style="list-style-type: none"> 	
<p>14.</p> <ul style="list-style-type: none"> 	
<p>15.</p> <ul style="list-style-type: none"> 	

ITEM	ACTION
16. NR <ul style="list-style-type: none"> • • • • 	
17. <ul style="list-style-type: none"> • 	
18. <ul style="list-style-type: none"> • • • • • • 	
19. <ul style="list-style-type: none"> • • • • • • 	

ITEM	ACTION
<p>20. NR</p> <ul style="list-style-type: none"> • • • 	
<p>21. Next Meeting</p> <ul style="list-style-type: none"> • By phone: October 20, 2015 • In person: TBD 	

Distribution:

Deputy Wardens of Operations / CDMC / Analysts, Strategic Operations / Privacy Analysts

Clarke, Melaina B PSSG:EX

From: Ooms, Tracey L PSSG:EX
Sent: Tuesday, October 25, 2016 10:45 AM
To: Turner, Erin M JAG:EX
Cc: Peters, Kirsten PSSG:EX
Subject: RE: Policy - Drones around Correctional Centres

Erin

s.15

Tracey Ooms
Policy Analyst
Strategic Operations Division
BC Corrections Branch
Ministry of Public Safety & Solicitor General
Phone: (250) 952-7300 Cell: (250) 415-3517

From: Peters, Kirsten PSSG:EX
Sent: Tuesday, October 25, 2016 10:15 AM
To: Turner, Erin M JAG:EX
Cc: Ooms, Tracey L PSSG:EX
Subject: RE: Policy - Drones around Correctional Centres

Tracey: are you aware of any issues with drones experienced to date at any of our centres?

Kirsten Peters
Policy and Program Analyst
BC Corrections Branch, MPSSG
P: 250-387-6005
E: Kirsten.peters@gov.bc.ca

From: Turner, Erin M JAG:EX
Sent: Tuesday, October 25, 2016 10:12 AM
To: Peters, Kirsten PSSG:EX
Subject: Policy - Drones around Correctional Centres

Hi Kirsten –

Last week we had an incident at Surrey Courthouse of a member of the public flying a drone around the outside of the courthouse. At the time of the incident, Creep Catchers were appearing in large numbers outside the courthouse and the sheriffs on-site raised concerns about the privacy and security issues of having a drone flying around the area (presumably filming but we couldn't confirm). What I'm wondering is does Corrections have any 'no-drones' related policies or procedures? If so, how do you enforce? Call the police?

Erin Turner
Sr. Policy and Business Analyst
Court Services Branch, Ministry of Justice
Work: 604-660-5588
Cell: s.15,s.17

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