



Policy: Community, Media Relations – Communication Policy

Date of Board Approval: 10/12/2025

Date of Next Review: 10/12/2030

1. Purpose & Scope:

The purpose of this policy is to establish clear guidelines for communication practices that promote transparency, accountability, and public trust in accordance with the Community Safety and Policing Act (CSPA). This policy applies to all Board members and designated staff involved in communication activities. It covers interactions with municipal councils, the public, media, and other stakeholders.

2. Principles & Legal Foundations:

This Board commits to communication grounded in the principles of transparency, respect, inclusion, and procedural fairness as required under the CSPA and Regulation 408/23. All communication must uphold the highest standards of professionalism, confidentiality, and cultural sensitivity.

3. Roles, Authority & Delegation:

Authorized Spokespersons

Only the Board Chair or other designated spokesperson(s) are authorized to speak publicly or issue formal statements on behalf of the Board. Staff support will be provided to assist with the preparation and review of communications, including press releases and media statements.

Handling Public and Media Inquiries

Board members are expected to refrain from providing official comments or information to the media or public unless specifically authorized. If approached for comment, members should politely direct inquiries to the Board Chair or delegate. Members must clearly distinguish personal views from Board positions when communicating publicly and ensure compliance with the code of conduct outlined in Regulation 408/23.

4. Public Engagement

The Board will utilize the Mattawa Regional OPP Detachment Board's website.

5. Critical Events & Sensitive Situations:

As a detachment Board, there is no role in communicating critical events.

Critical events are occurrences that significantly affect public safety, operational effectiveness or community trust.



The Board's communications are related to the Board's meetings, any Board initiated promotions or events or issues deemed by the Board to be relevant to its mandate as per the Act.

6. Policy Review

This policy will be reviewed every five (5) years or as necessary in alignment with the Board's strategic planning cycle, to incorporate feedback and evolving best practices.

7. Approval

This policy is approved by resolution of the Mattawa Regional OPP Detachment Board and may be amended by majority vote at any official meeting of the Board.

Board Chair Signature

Date