

LONDON POLICE SERVICES BOARD POLICY

LPSB Policy: 126

Title: Disconnecting from Work

Approved: June 1, 2022

Preamble

In maintaining the London Police Services Board's (Board) commitment to the health and well-being of its members, this policy supports civilian members of the London Police Service ("Service") having clear expectations and direction in respect to disconnecting from work outside of their normal working hours, if and where appropriate.

This policy only applies to civilian members of the Service to whom Part VII.01.01 of the Employment Standards Act, 2000 (the "Act") applies and does not apply to sworn members, pursuant to the Act.

Definitions

Disconnecting from work: Not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages, so as to be free from the performance of work, as per Section 21.1.1 of the Act.

Normal working hours: The schedule or hours of work for a civilian member pursuant to existing unit/division schedule(s), hours of work within job descriptions and/or an operational requirement requiring otherwise (e.g., while on call or as required as part of a civilian member's job duties, etc.), and subject to the applicable collective agreement and/or minimum statutory entitlements under the Act.

Policy of the Board

1. It is the policy of the Board that the Chief of Police will:
 - a. Develop a procedure that meets the requirements of Part VII.01.01 of the Act and ensures civilian members have a clear expectation and direction in respect to disconnecting from the workplace, if and where appropriate, outside of their normal working hours.
 - b. Ensure that all existing civilian members are provided with a copy of this Policy and associated Procedure, and any amended versions of the Policy and associated Procedure, within 30 days of approval or amendment.
 - c. Ensure that all new civilian members are provided with a copy of this Policy and associated Procedure, within 30 days of a civilian member's hire date.