

Who can file a report?

A report can be filed:

- by any person who wishes to denounce the conduct of a peace officer in the performance of their duties during an event that is likely to constitute a derogatory act to the Code of ethics of Québec police officers, and
- **who was not present** during the event that was the subject of a police intervention or who is not personally concerned by the conduct of a peace officer likely to constitute a derogatory act.

When can a report be filed?

The report must be filed within one year of the date of the event or knowledge of the event to which the report relates.

In exceptional circumstances, the Commissioner may agree to an extension of this time limit, on the condition that evidence is presented to demonstrate the impossibility of proceeding during this period. The Commissioner will have to decide whether the circumstances justify the person reporting in not filing their report within the one-year time limit provided for by law.

How to file a report?

Reports can be made by filling out the [online form](#).

For reasons of efficiency and effectiveness, it is recommended to file a report using the online form.

In certain situations, it is also possible to lodge a report orally with a member of the Commissioner's personnel.

It is possible to request the assistance of a member of the Commissioner's personnel to complete the online form or to submit it orally by making an appointment:

- For the Montréal regions: 514-864-1784
- For the Québec City regions: 418-643-7897
- For other regions: 1-877-237-7897
- By email at deontologie-policiere.quebec@comdp.gouv.qc.ca

You can also contact an organization that offers assistance in filing a police ethics report. For contact details of some of these organizations, you may consult [our website](#).

The report must be submitted alongside **all** the evidence in the reporting person's possession.

Receipt of the report

Upon receipt of the online report by the Commissioner, acknowledgement of receipt will automatically appear on the screen.

Receipt of oral report

A written summary of the report will be sent to the complainant at the end of the phone call.

Anonymous report

It is possible to make an anonymous report, without giving your contact details. In this case, there will be no follow-up with the person making the report.

The necessary measures to preserve anonymity will be taken following the organization's confidentiality policies.

Processing of the report by the Commissioner

To analyze the report, a member of the Commissioner's personnel may contact the reporting person to obtain clarifications or missing information.

In the event of an anonymous report, since it will not be possible to contact the person who reported the situation, the file will be closed if the information transmitted does not allow us to conclude on a suitable orientation.

The report is admissible provided the Commissioner has not decided on his initiative to conduct an investigation regarding the same event.

Within 40 days of receiving the report, the Commissioner undertakes an analysis of the information gathered. At the outcome of his analysis, 3 options are possible:

- reject the report;
- order an investigation;
- refer the matter to the appropriate police force for criminal investigation if it appears that a criminal offence may have been committed.

The Commissioner informs the person who made the report, the peace officer who is the subject of the complaint and their director of their decision and provides an explanation if the complaint is rejected.

Investigation

An investigation is an exceptional measure. The decision to hold an investigation falls within the Commissioner's jurisdiction when they deem a report to be in the public interest, including:

- a situation involving the death or serious injury of a person;
- a situation where public confidence in peace officers may be severely compromised;
- criminal offences, repeated offences or other serious matters.

Within six months of the decree of an investigation, a report is drawn up and submitted to the Commissioner.

The person who reported the situation to the Commissioner, the peace officer who is the subject of the report and their director will receive a letter notifying them of the end of the investigation.

In the event of an exceptional situation in which the investigation report cannot be submitted within this timeframe, the person who reported the situation to the Commissioner, the peace officer involved in the complaint and their director will be notified.

The Commissioner may terminate an investigation that has been initiated if they consider that the holding or continuation of the investigation would not make it possible to prove a breach of ethics before the Tribunal administratif de déontologie policière (Police Ethics Administrative Tribunal). A substantiated decision will then be transmitted to the person who filed the report, to the peace officer involved in the complaint, and to their director.

Following the investigation, and within one year of the report being filed, unless there are circumstances beyond the Commissioner's control, the Commissioner may decide to:

- cite the peace officer in question before the Tribunal administratif de déontologie policière (Police Ethics Administrative Tribunal) when they consider that the evidence justifies it;
- dismiss the report and close the case;
- forward the investigation file to the Directeur des poursuites criminelles et pénales (Director of criminal and penal prosecutions).

The Commissioner informs the reporting person, the peace officer who is the subject of the report and their director of this decision and its grounds in cases of dismissal.

Retention of personal data

The information provided by the reporting person will be preserved by the Commissioner following the organization's conservation calendar and confidentiality policy.

In addition, each report filed is logged in a reports register and preserved following the organization's conservation calendar and privacy policy.