


Chapter: **Public Relations**

Classification: **Public Document**

Subject: **Photographs and Filming**

For: **Correctional Services Division**


Authorized by the Executive Director

Policy

- 1 It is the policy of Correctional Services that photographing and filming of Correctional Services' offices, correctional facilities, staff or individuals in custody may be permitted on a case-by-case basis with due consideration for the restrictions in law, the privacy of those in custody and the security of the workplace.

Authorization

- 2 The photographing, filming or video taping of any Correctional Services' office, correctional facility, staff person or individual(s) in custody by the media or any other source requires the authorization of the facility senior manager or Senior Probation Officer. Prior to making any decision the Director will be consulted.
- 3 No photographs or film will be taken that detail alarm systems, security devices, or in any way compromise the security of the workplace unless by a person authorized to do so by the facility senior manager or Senior Probation Officer for training, internal review or inspection purposes.

Photographs


- 4 With the exception of photographs or film of adult and young persons permitted by law, adults in custody will be
 - (a) informed when they are being photographed or filmed
 - (b) given an opportunity to decline being photographed or filmed
 - (c) remove themselves from the area where practical
- 5 Where a young person agrees to be photographed or filmed, the young person's identity will be obscured.
- 6 Care will be taken during the photographing and filming to ensure that the picture's background or content does not provide identifying information.

Chapter: **Public Relations**

Classification: **Public Document**

Subject: **Photographs and Filming**

For: **Correctional Services Division**


Authorized by the Executive Director

Photographs Regarding Escape

- 7 The release of photographs to a person engaged in the administration of justice to facilitate the apprehension of an escaped individual is permitted by law.

Standard Operating Procedures

- 8 The facility senior manager will establish such local standard operating procedures (SOP) as may be required to ensure processes are put in place to ensure compliance with this Policy and Procedure.