



Department of Justice and Public Safety
Adult Custody Services

Policy: **Offences Against Federal or Provincial Statutes B4**
Effective: March 2001
Revised: December 2022

MISSION STATEMENT

Adult Custody Services is committed to providing professional practices that respect human rights and ensure safety for all. To be successful we will deliver fair practices, incorporate transparent policies and procedures, ensure independent quality assurance processes, and provide program access that allows for educational, cultural, traditional, and faith-based services as well as mental wellness and community re-entry assistance.

PURPOSE

To establish procedural standards for administration in the event of a clients arrest by an employee for offences against federal or provincial statutes.

LEGISLATIVE AUTHORITY

[Chapter C-26 s.27 Corrections Act of New Brunswick.](#)

SCOPE

This policy applies to all employees of the Adult Custody Services division of the Department of Justice and Public Safety.

POLICY GUIDELINES

In the event of an arrest by an employee of the institution, the Superintendent or designate shall be notified.

PROCEDURE

Notify Law Enforcement

The Superintendent or designate after being advised that an arrest has been made, shall subsequently notify the appropriate law enforcement agency.

Incident Reports

All staff involved are to prepare detailed reports, which are to be submitted to the Sergeant prior to the end of the shift.

Notify Director

The Superintendent shall, as soon as possible, notify the Director of Adult Custody Services whenever such actions outlined above are initiated.



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Notify Assistant Deputy Minister

The Director of Adult Custody Services shall, upon learning of any incident outlined in this section, advise the Assistant Deputy Minister immediately.

RELATED POLICY

Adult Institutional Policy Manual NB