



01-03 Appendix C

Designated Lock-ups

Status: Amended

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The following divisions have been designated as lock-ups:

<u>Lock-up</u>	<u>Prisoners</u>	<u>Divisions Served</u>
11	Male adults Male young persons*	11, 12 and 13 All Divisions [2 nd Backup facility only when both 33 and 13 Divisions are full and Duty Senior Officer – Toronto Police Operations Centre (Duty Senior Officer) authorizes]
13	Male young persons*	All Divisions (1 st Backup facility only when 33 Division is full and Duty Senior Officer authorizes)
14	Male adults	14 and Traffic Services
23	Male adults	22 and 23
32	Male adults	31, 32 and 33
33	Male young persons*	All Divisions (primary lock-up for male young persons)
41	Male adults	41, 42 and 43
51	Male adults	51, 53, 54, and 55
52	Male adults	52
55	All females (see item e below)	All Divisions

*The following process applies to facilities used as lock-ups for young persons:

- ➔ *Members shall comply with Procedure 01-03 Appendix E, ensuring appropriate placement of trans individuals.*
 - ➔ *Non-binary people should be housed in a manner that they feel will maximize their safety, which may include an individual cell, being held in an interview room, or in male or female lock-ups as per an individual's assessment of what would best meet their needs*
- a) 33 Division will act as the primary lock-up for male young persons.
 - b) When the lock-up at 33 Division has reached capacity, the Officer in Charge shall inform the Duty Senior Officer and request that the facility at 13 Division be activated. Only the Duty Senior Officer is authorized to activate the Service-wide use of 13 Division as a male young person lock-up.
 - c) If the lock-up at 13 Division reaches capacity, the Officer in Charge shall inform the Duty Senior Officer and request that the facility at 11 Division be activated. Only the Duty Senior Officer is authorized to activate the Service-wide use of 11 Division as a male young person lock-up.
 - d) When the lock-up at 13 or 33 Division are again able to receive prisoners, the Officer in Charge shall notify the Duty Senior Officer. The Duty Senior Officer shall then reactivate 13 or 33

Division as a lock-up for male young persons as appropriate, and deactivate the applicable backup facilities.

e) 55 Division will continue to act as the only lock-up for females.

- ➔ *Units requiring the use of a lock-up for young persons shall call the Officer in Charge at the applicable unit prior to transporting the young person to ensure that space is available to lodge the youth.*

Accused young persons must be fingerprinted and photographed prior to being lodged at any lock-up for young persons. Court Services will transport young persons for this purpose and will determine, on a case by case basis, which adult central lock-up will be used for this function.

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