

2024 Charge Out Rates and Cancellation Policy

Third Party Requests

Police Constables

\$174.32/hr for any amount of time they are on duty

Police Sergeants

\$217.90/hr for any amount of time they are on duty

Police Staff Sergeants

\$244.04/hr for any amount of time they are on duty

Police Inspectors

\$278.88/hr for any amount of time they are on duty

Traffic Authority*

Base rate (First 8 hours) \$80.98/hr

Overtime rate:

- Hours 9 to 12 \$102.76/hr
- Greater than 12 hours \$124.81/hr

*Every effort will be made to staff events with Traffic Authority members first. This might not be practicable due to the availability of Traffic Authority members and in these circumstances, we staff the event with a Full-Time VPD employee (non-Police Constable) who is Traffic Authority trained. These Full-Time VPD employees will be deployed at a higher charge out rate of \$124.81/hr. If absolutely no Traffic Authority members are available, the vacancies will then be staffed with traffic control trained Police Constables (PC's). Prior to staffing with PC's, you will be contacted to approve this option.

There is a minimum of 3 hours billed out for any event that a Police Officer and or Traffic Authority member attends.

Cancellation Policy:

Any work cancelled within 24 hours of the start time of the job will incur a 3 hour minimum charge for each member identified to work. Any cancellation request for Saturday, Sunday or Monday mornings made after 15:30 hours on a Friday must be made by calling 604-717-4049. Any work cancelled within 24 – 72 hours of the start time of the job will incur a one (1) hour charge for each member identified to work. Any work cancelled prior to 72 hours of the start time of the job will not incur any charge.

A cancellation is only considered to have been accepted by VPD Emergency & Operational Planning Section if:

- 1) A member from the VPD Emergency & Operational Planning Section was contacted directly

via telephone. This does not include a voicemail.

2) A member from the VPD Emergency & Operational Planning Section was contacted via email and the sender received a confirmation email. An email can also be sent to EOPS@vpd.ca

Event Cancellation Notification		
Less than 24 hours notice	24 – 72 hours notice	More than 72 hours notice
3 hours charge out rate per assigned member	1 hour charge out rate per assigned member	No charge

Policing Requests

The following are to be considered when requesting VPD Officers:

- Events must take place within the boundaries of the City of Vancouver.
- A three (3) hour minimum charge per officer.
- Requests for VPD members should be submitted Monday to Thursday between 06:00-16:00 hours, with a minimum two (2) business days in advance. (A minimum thirty (30) days for major events).
- The number of officers to be deployed/required for an assignment/duty/event will be assessed and determined by EOPS. Event organizers may be asked to provide operational plan(s) that may include for example: a detailed security or traffic management plan. This type of information is important in determining appropriate staffing levels.

The VPD will make every effort to fulfill officer requests; however, this is not guaranteed. Major events taking place in peak summer months will be given priority, as public safety is paramount. Once again, advance notice of an event will assist in fulfilling policing requests.

Booking requests for members of the Vancouver Police Department (VPD) must be made through the Emergency Operations and Planning Section (EOPS) mailbox at eops@vpd.ca.

Billing and Booking Information

The following information is required to book members for duty:

- Date of event, along with start and end time for the officers
- Location of the event including exact location where the client wishes the officers to report
- Company name and address
- Contact name and cell/mobile number for an individual to whom the officer(s) will report on the date of the event
- Special instructions for duty
- Traffic Management Plan (if applicable)
- City of Vancouver Special Event Office approval and supporting FASE documentation (if applicable)