Manual Part: Human Resources (HR)	Policy Number: HR38PO	Alberta Policing Standards:

Police Information Checks Policy

Purpose:

The Police Information Check Unit (PICU) provides police information checks in addition to non-criminal fingerprinting services. Police information checks are required for employment, volunteer opportunities, post-secondary education practicums, co-operative housing applications, adoption applications, day home applications and immigration purposes. Non-criminal fingerprinting services are required for immigration purposes, record suspension (pardon) and waiver applications.

Statement of Principle:

PICU is responsible for providing a risk mitigation tool that provides assistance in ensuring that the community is protected from individuals who present a threat to public safety or who will inflict unnecessary victimization upon the community.

Policy Statement:

To ensure a safe community by providing police information checks that maintain a balance between promoting public safety and providing a fair police information check disclosure process.

Review:	Revision Date:	No.:
	2025 August 05	
Cyclical Review Completed	2025 September 04	