

**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Service Boards

**FROM:** Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

**SUBJECT:** Release of Use of Force Report Version 2.1

<b>DATE OF ISSUE:</b>	<b>December 16, 2024</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>Indefinite</b>
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<b>PRIORITY:</b>	<b>Normal</b>

I am sharing this communication to advise that the attached version of the Use of Force Report (Version 2.1) is the form approved by the Minister pursuant to subsection 13 (10) of [O. Reg. 391/23 Use of Force and Weapons](#) under the *Community Safety and Policing Act, 2019*.

Members of your police service may begin using Version 2.1 immediately, but please ensure your service has fully transitioned to Version 2.1 beginning on January 1, 2025. The current report will be decommissioned as of March 1, 2025, and will not be submittable to the ministry.

The report has been revised to reflect provisions of the Regulation and enhance quality of use of force data to inform use of force policies and training and contribute to the goals of the *Anti-Racism Act, 2017*.

Changes to the report only reflect updates or revisions that are administrative in nature and include:

- Updating the name of the legislation on the report from *Police Services Act* to *Community Safety and Policing Act, 2019*;
- minor language and content updates to the Introduction section of the report to reflect current regulatory requirements; and
- re-formatting, minor wording adjustments, and inclusion of additional tooltips for clarity.

There are no major revisions as part of this update that would require officer training or significant change management. Additionally, no changes have been made to the data schema associated with the PDF report that require alignment by custom police service applications.

I would also like to take this opportunity to ensure awareness of subsection 7 (2) of [O. Reg. 90/24: General Matters under the Authority of the Minister](#), and the requirement for chiefs of police to provide a copy of a Use of Force Report to the ministry within 60 days of an incident that requires the submission of a report by a member of the police service under section 13 of O. Reg. 391/23.

Finally, a revised version of the Use of Force Report - Instruction Guide will be available by January 1, 2025 through the Ontario Police College Virtual Academy at [OPCVA](#) which can be accessed using police service members' student credentials.

If you experience technical challenges in submitting electronic reports or have other technical questions regarding the report, please contact Jeanette Gorzkowski, Senior Manager of the Analytics Unit, by email at [Jeanette.Gorzkowski@ontario.ca](mailto:Jeanette.Gorzkowski@ontario.ca).

If you have any questions regarding use of force reporting requirements, please contact Lisa Sabourin, Team Lead, Policing Standards Section, at [Lisa.Sabourin@ontario.ca](mailto:Lisa.Sabourin@ontario.ca).

Thank you for your attention to this matter.



Ken Weatherill  
Assistant Deputy Minister  
Public Safety Division

#### Attachments

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety