

DIVISION VIII FINAL PROVISIONS

19. This program replaces the program referred to in Décret 1383-91 dated 9 October 1991 and the program referred to in Décret 430-96 dated 3 April 1996.

20. The Board shall publish this program on its website within 30 days after it has come into effect. It shall also publish on its website, within 30 days of their coming into effect, any amendment to the program.

21. Where the temporary ostomy results from a surgical procedure undergone before the coming into effect of this program, the Board shall pay the annual lump sum referred to in subparagraph (2) of section 3 in a single instalment if more than six months have passed since the date of the procedure. Where applicable, subsequent instalments will be made biannually according to the anniversary date of the surgical procedure.

22. Notwithstanding the provisions of the second paragraph of section 11, the Board, until 31 March 2019, shall pay the amount set out in subparagraph (2) of section 3 in one instalment.

23. This program comes into effect on 1 October 2018.

Notwithstanding the foregoing, this program applies to insured persons benefiting from the provisions of the Ostomy Appliances Program under Décret 1383-91 dated 9 October 1991 only as of the anniversary of their surgical procedure.

103686

Gouvernement du Québec

O.C. 1201-2018, 15 August 2018

Police Act
(chapter P-13.1)

Règles de fonctionnement de la Sûreté du Québec — Replacement

Replacement of the Règles de fonctionnement de la Sûreté du Québec

WHEREAS, under paragraph 1 of section 63 of the Police Act (chapter P-13.1), on the recommendation of the Director General, the Government may, by regulation, set rules governing the operation of the Sûreté du Québec;

WHEREAS the Règles de fonctionnement de la Sûreté du Québec were made by the Government by Décret 733-2018 dated 6 June 2018 and came into force on 20 June 2018;

WHEREAS, under the first paragraph of section 3 of the Act respecting judgments rendered by the Supreme Court of Canada on the language of statutes and other instruments of a legislative nature (chapter J-1.1), in the case of a regulation or other instrument of a legislative nature which was required to be published in French and in English and was not, the authority empowered to adopt the instrument, may replace the instrument with a text which reproduces it, without amendment, this time in French and in English;

WHEREAS, under the first paragraph of section 3 of that Act, once the text is published in the *Gazette officielle du Québec*, each provision of the text may have effect on the same date as that provided for the corresponding provision of the replaced instrument;

WHEREAS it is expedient to replace the Règles de fonctionnement de la Sûreté du Québec made by Décret 733-2018 dated 6 June 2018 by a text which reproduces it;

IT IS ORDERED, therefore, on the recommendation of the Minister of Public Security:

THAT the Règles de fonctionnement de la Sûreté du Québec be replaced by the text attached to this Order in Council to have effect from 20 June 2018.

ANDRÉ FORTIER,
Clerk of the Conseil exécutif

Operating rules of the Sûreté du Québec

Police Act
(chapter P-13.1, s. 63, par. 1)

DIVISION I TERMS AND CONDITIONS FOR SIGNATURE

1. Members of the Sûreté du Québec or of its non-police personnel who hold, on a permanent or provisional basis, by interim or by temporary designation, a position referred to in the attached financial management plan are authorized, insofar as they act within the limits of their duties, to sign alone, with the same authority and effect as the Minister of Public Security, any deed, document or writing listed with respect to their position, up to the amounts indicated, where applicable, unless the power

to sign the deed, document or writing is attributed to the Minister by a provision of an Act and subject to other conditions prescribed by law.

The Québec sales tax (QST) and the goods and services tax (GST) or, where applicable, the harmonized sales tax (HST) are not taken into account in the amounts provided for in the financial management plan.

2. In an emergency situation, where the safety of persons or property is in jeopardy, a deputy director and the director of emergency measures are authorized to sign, despite the amounts provided for in the attached financial management plan, any supply or services contract.

In that case, they must report the situation as soon as possible to the director general. The report must in particular state the urgent nature of the situation, the assessment of the danger for the safety of persons or property, the amounts incurred, the identification of the parties to the contracts and the justification of the choice of suppliers.

3. The director general, a deputy director, a senior director, a director and a regional commanding officer are authorized to sign, insofar as they act within their duties, a deed, document or writing not covered in the attached financial management plan, unless the power to sign the deed, document or writing is attributed to the Minister by a provision of an Act and subject to other conditions prescribed by law.

4. Subject to the independence of the Sûreté related to the pursuit of its mission under section 48 of the Police Act (chapter P-13.1), the director general must obtain the authorization of the deputy minister before signing any deed, document or writing likely to raise issues that affect the pursuit of the mission of the department or the operation of the State or its institutions. Together they determine the files likely to raise those issues and the applicable terms and conditions.

5. The director general keeps a register of the deeds, documents and writings signed in accordance with section 3 which indicates, in respect of each, its signatories, object and duration.

The director general sends every year a copy of the register to the deputy minister.

DIVISION II

CONTENTIOUS CASES AND OUT-OF-COURT SETTLEMENTS

6. Any out-of-court settlement that occurs before legal proceedings are instituted must be authorized

(1) by the director general or a representative designated by the director general where the value is less than or equal to \$100,000;

(2) by the deputy minister where the value is greater than \$100,000.

7. Any out-of-court settlement that occurs after the institution of legal proceedings to which the Attorney General of Québec is a party before a judicial instance must be authorized by the director general or a representative designated by the director general and, where the value of the settlement is greater than \$100,000, by the deputy minister.

In those cases, the rules respecting the authorization of out-of-court settlements of the Ministère de la Justice also apply.

8. The Sûreté must, within 30 days after receiving judicial proceedings in civil matter that concern the Sûreté, send the following information to the deputy minister:

- (1) the name of the parties and the court file number;
- (2) a summary of the object of the proceedings;
- (3) the amount claimed and the provision made by the Sûreté for any dispute;
- (4) the name of the attorneys in the case.

It must also send a copy of the document ending the proceedings where the file is closed.

DIVISION III

AUDITING FUNCTION

§1. Direction de la vérification

9. An audit directorate is established within the Sûreté with the mandate in particular

- (1) to coordinate and carry out audit missions;
- (2) to advise, assess and optimize the use of resources;
- (3) to provide advice to the director general and the various directorates of the Sûreté;
- (4) to prepare an auditing plan taking into account risks; and
- (5) to disseminate and promote, to the members of the Sûreté and non-police personnel, the rules of ethics.

10. After consulting the deputy minister, a director of audit is appointed by the director general to whom the director of audit reports.

An assistant director of audit is also appointed by the director general.

11. For carrying out the mandate of the directorate, the director must in particular

(1) provide an objective and independent assessment of the operation of systems, processes and activities of the body and an assessment of the degree of control exercised on them;

(2) audit every year classified expenses and report any irregularity observed to the director general;

(3) audit the application of the rules provided for in Division I in compliance with an audit schedule provided for in a 3-year planning and report any irregularity observed to the director general;

(4) make recommendations and provide advice to improve the efficiency and effectiveness of practises;

(5) ensure the liaison with all the external audit entities at the Sûreté; and

(6) promote an ethical approach in the management of all the resources.

12. The director informs the director general of the director's activities and the result of the audits and may make recommendations.

In addition, the director sends every year to the deputy minister a summary of the activities of the Direction de la vérification along with an attestation of the audit of classified expenses.

13. The director informs the deputy minister of management practises that are not sound or not compliant with the applicable rules where the situation persists after having informed the director general.

14. The director general informs the deputy minister where the director general becomes aware of a significant abnormality.

§2. *Audit committee*

15. An audit committee is also established within the Sûreté with a mandate to assist the Direction de la vérification in the fulfilment of its responsibilities for monitoring the processes for presenting financial information, internal control mechanisms and audit processes, in particular internal audit.

16. The audit committee is composed of at least 3 members designated by the director general who must have knowledge in administrative management.

In addition, at least 1 member must come from outside the Sûreté and not have had any employment or business relationship with the Sûreté for at least 1 year.

17. The charter of the audit committee establishes its role and responsibilities.

| FINANCIAL MANAGEMENT PLAN POWER TO CONTRACT OR APPROVE AN EXPENSE | | | | | | | | | | | |
|--|--|--------------------------|---|--|-------------------------|---|--|-------------------|---------------------------------|-------------------------------------|---|
| Monetary limits authorized (before taxes) | | | | | | | | | | | |
| Holder of a designated position | Professional, technical and other services | Supplies | Other types of expenses (publicity, financial costs, lease of property, remuneration, other operating expenses) | Travel advances Travel expenses Overtime | Investigation costs | Classified advances and expenses (special operating expenses) | Entertainment and hospitality expenses /ministerial or interministerial meetings | Costs of exposure | Official expenses | Permanent and remuneration advances | Specific powers or exceptions |
| Directeur général | No limit | No limit | No limit | No limit | No limit | No limit ⁽¹⁾ | No limit | No limit | According to appointment orders | No limit | ⁽¹⁾ Including the use of a flashback |
| Directeur adjoint l'administration | \$250,000 ⁽²⁾ | \$500,000 ⁽³⁾ | \$150,000 ⁽⁴⁾ | \$50,000 | \$25,000 | \$0 | \$10,000 | \$500 | \$300 | \$10,000 | ⁽²⁾ \$500,000 for investment expenses ⁽³⁾ \$2,500,000 for investment acquisitions ⁽⁴⁾ \$100,000 for debt write-offs |
| Autres directeurs généraux adjoints (DGA) | \$100,000 | \$25,000 | \$100,000 ⁽⁸⁾ | \$50,000 | \$25,000 | \$0 ⁽⁷⁾⁽⁸⁾ | \$10,000 | \$500 | \$300 | \$10,000 | For the DGA at the GFEC: ⁽⁸⁾ \$200,000 for leasing police services For the DGA at the GFST and the GFEC: ⁽⁷⁾ \$5,000 for classified advances and expenses ⁽⁸⁾ \$100,000 for the use of a flashback |
| Directeur principal des ressources humaines | \$100,000 | \$25,000 | \$100,000 ⁽⁹⁾⁽¹⁰⁾ | \$50,000 | \$5,000 | \$0 | \$10,000 | \$500 | \$300 | \$10,000 | ⁽⁹⁾ \$1,500,000 for expenses related to the Commission des normes, de l'équité, de la santé et de la sécurité du travail ⁽¹⁰⁾ \$25,000 for expenses to settle grievances and agreements concerning disputes |
| Directeur (cabinet, direction, bureau or district) | \$50,000 | \$5,000 | \$10,000 | \$10,000 | \$5,000 | \$0 ⁽¹¹⁾ | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹¹⁾ For the directors at the GFEC and district: \$2,000 for classified advances and expenses |
| Directeur des mesures d'urgence | \$50,000 ⁽¹²⁾⁽¹³⁾ | \$5,000 ⁽¹²⁾ | \$10,000 ⁽¹²⁾ | \$10,000 ⁽¹²⁾ | \$5,000 ⁽¹²⁾ | \$2,000 | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹²⁾ \$50,000 for expenses related to special operations ⁽¹³⁾ \$400,000 for service expenses related to government air services |

| FINANCIAL MANAGEMENT PLAN POWER TO CONTRACT OR APPROVE AN EXPENSE | | | | | | | | | | | |
|--|--|--|---|--|---------------------|---|--|-------------------|-------------------|-------------------------------------|--|
| Monetary limits authorized (before taxes) | | | | | | | | | | | |
| Holder of a designated position | Professional, technical and other services | Supplies | Other types of expenses (publicity, financial costs, lease of property, remuneration, other operating expenses) | Travel advances Travel expenses Overtime | Investigation costs | Classified advances and expenses (special operating expenses) | Entertainment and hospitality expenses /ministerial or interministerial meetings | Costs of exposure | Official expenses | Permanent and remuneration advances | Specific powers or exceptions |
| Directeur des services spécialisés en enquête | \$50,000 | \$5,000 ⁽¹⁴⁾ | \$10,000 | \$10,000 | \$5,000 | \$2,000 | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹⁴⁾ \$50,000 for supply and service expenses related to the use of vehicles for physical surveillance |
| Adjoint d'un DGA | \$50,000 | \$5,000 | \$10,000 | \$10,000 | \$5,000 | \$0 ⁽¹⁵⁾ | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹⁵⁾ For the GPEC and the GFST: \$2,000 for classified advances and expenses in the absence of the director concerned if warranted by an exceptional situation |
| Directeur des ressources informatiques | \$200,000 ⁽¹⁶⁾ | \$400,000 ⁽¹⁷⁾ | \$10,000 ⁽¹⁸⁾ | \$10,000 | \$5,000 | \$0 | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹⁶⁾ \$500,000 for investment expenses ⁽¹⁷⁾ \$1,000,000 for investment acquisitions ⁽¹⁸⁾ \$1,000,000 for IT, telephone and radio expenses |
| Directeur des ressources matérielles | \$100,000 ⁽¹⁹⁾ | \$200,000 ⁽²⁰⁾ ⁽²⁰⁾ | \$10,000 ⁽²¹⁾ ⁽²²⁾ | \$10,000 | \$5,000 | \$0 | \$1,000 | \$500 | \$300 | \$5,000 | ⁽¹⁹⁾ \$3,000,000 for expenses paid using the CorpRate account ⁽²⁰⁾ \$1,000,000 for investment acquisitions ⁽²¹⁾ \$6,000,000 for rent and expenses for signing agreements with the Société québécoise des Infrastructures ⁽²²⁾ \$250,000 for expenses for the registration of vehicles |

| FINANCIAL MANAGEMENT PLAN POWER TO CONTRACT OR APPROVE AN EXPENSE | | | | | | | | | | | |
|--|--|-----------|---|--|---------------------|---|---|-------------------|-------------------|-------------------------------------|---|
| Monetary limits authorized (before taxes) | | | | | | | | | | | |
| Holder of a designated position | Professional, technical and other services | Supplies | Other types of expenses (publicity, financial costs, lease of property, remuneration, other operating expenses) | Travel advances Travel expenses Overtime | Investigation costs | Classified advances and expenses (special operating expenses) | Entertainment and hospitality expenses (ministerial or interministerial meetings) | Costs of exposure | Official expenses | Permanent and remuneration advances | Specific powers or exceptions |
| Directeur des ressources financières | \$100,000 | \$200,000 | \$10,000 ⁽²³⁾ / \$5,000 ⁽²⁴⁾ / \$5,000 ⁽²⁵⁾ | \$10,000 | \$5,000 | \$0 | \$1,000 | \$500 | \$300 | \$5,000 | \$500,000 for transactions related to the management of liquid assets in the slush fund (petty cash) Unlimited for accounting transactions related to appropriation accounts and transfers of expenses between the Sûreté and the Fonds des services de police ⁽²³⁾ \$50,000 for debt write-offs ⁽²⁴⁾ \$5,500,000 for expenses related to remuneration ⁽²⁵⁾ \$1,000,000 for expenses related to remuneration |
| Commandant régional | \$50,000 | \$5,000 | \$10,000 | \$10,000 | \$5,000 | \$2,000 | \$1,000 | \$500 | \$300 | \$5,000 | None |
| Directeur adjoint (direction ou bureau) | \$25,000 | \$5,000 | \$5,000 | \$5,000 | \$2,000 | \$0 ⁽²⁶⁾ | \$0 | \$0 | \$0 | \$0 | None |
| Responsable de service | \$25,000 | \$5,000 | \$5,000 | \$5,000 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$3,000 | None |
| Responsable de division | \$10,000 | \$5,000 | \$5,000 | \$5,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$2,000 | None |
| Responsable de bureau | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Officier aux opérations | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable aux opérations | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Adjoint au responsable | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Spécialiste en mesures d'urgence | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Directeur de centre de service aux MRC | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |

| FINANCIAL MANAGEMENT PLAN POWER TO CONTRACT OR APPROVE AN EXPENSE | | | | | | | | | | | |
|--|--|----------|---|--|---------------------|---|---|-------------------|-------------------|-------------------------------------|-------------------------------|
| Monetary limits authorized (before taxes) | | | | | | | | | | | |
| Holder of a designated position | Professional, technical and other services | Supplies | Other types of expenses (publicity, financial costs, lease of property, remuneration, other operating expenses) | Travel advances Travel expenses Overtime | Investigation costs | Classified advances and expenses (special operating expenses) | Entertainment and hospitality expenses (ministerial or interministerial meetings) | Costs of exposure | Official expenses | Permanent and remuneration advances | Specific powers or exceptions |
| Responsable d'unité | \$5,000 | \$5,000 | \$5,000 | \$5,000 | \$3,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Sergent aux opérations | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Adjoint aux enquêtes | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable d'escouade | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable du contrôle de qualité - policier | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable de module - policier | \$1,000 | \$1,000 | \$1,000 | \$2,000 | \$1,000 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Coordonnateur | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable de groupe | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Responsable d'équipe - policier | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Instructeur-chef | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Superviseur de relève | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |
| Spécialiste en économie souterraine | \$0 | \$0 | \$0 | \$2,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | None |

Acronyms: **DGA** / Directeur général adjoint **GFEC** / Grande fonction des enquêtes criminelles **GFA** / Grande fonction de l'administration **GFST** / Grande fonction de la surveillance du territoire