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Public Safety and Emergency  
Preparedness Canada

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# FIRST NATIONS POLICING POLICY

## Provincial Space Allocation Guide:

Model derived from  
SQ Construction Standards



Canada 

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**If you have any questions concerning this guide, please contact the  
Aboriginal Policing Directorate Office in your region.**

**BC & Yukon:**

James Duke  
(604) 666-5308

**Alberta:**

Harley Crowshoe  
(403) 292-8858

**Saskatchewan:**

Jim Greyeyes  
(306) 975-5125

**Manitoba:**

Winona Embuldeniya  
(204) 983-4426

**Ontario:**

Christian Garrow  
(613) 993-4233

**Quebec:**

Marc Voinson  
(450) 967-3369

**Atlantic**

Kathy Magladry  
(613) 991-9348

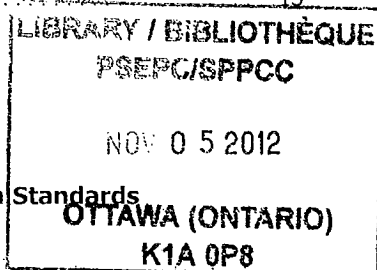
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2006



# FNPP PROVINCIAL SPACE ALLOCATION GUIDE <sup>1</sup>

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# FNPP CROSS-REFERENCE CHART

Facility Location	SQ Guideline Page #	FNPP Guide Facility Section
<b><u>Entrance</u></b>		
Lobby	1	Public Areas
Reception and Waiting Area	1	Public Areas
Public Washroom	1	Public / Controlled Areas
Lobby Cloakroom	1	Public Areas
Public Meeting Room	1	Public Areas
<b><u>Administration</u></b>		
Detachment Commander	1	Controlled Areas
Administrative Sector:	1	
<i>Administrative Corporal</i>	1	Controlled Areas
<i>Administrative Technician</i>	1	N/A
<i>Area for Officer on Duty</i>	1	Controlled Areas
<i>Operations/Training Room</i>	1	Public Areas
Clerical:	1	
<i>Workstation No. 1</i>	1	Controlled Areas
<i>Workstation No. 2</i>	1	Controlled Areas
<i>Workstation No. 3 &amp; others</i>	1	N/A
<i>Reception Area</i>	1	N/A
<i>Computer/Network Equipment Area</i>	1	N/A
<i>Form Filing Area</i>	1	N/A
<i>Photocopying, Paper Shredding, Mail &amp; Stationary Area</i>	1	Controlled Areas
<i>Liason Officer</i>	1	N/A
<b><u>Road Safety/Public Protection</u></b>		
Deputy Detachment Commander	2	Controlled Areas
Training Room	2	N/A
<i>Storage</i>	3	N/A
Area for Squad Leaders	2	N/A
<i>Slots, Magazines, Gun Rack</i>	2	N/A
Report Writing Room	2	N/A
<i>Computer Workstation</i>	2	N/A
<i>Cubicle for Forms</i>	2	N/A
3-Door Lockers	2	N/A
Bag Storage Racks	2	N/A
Location of Safe	2	N/A
Bertillonage and Breathalyzer	2	N/A



# FNPP – SQ CROSS-REFERENCE CHART (continued)

Facility Location	SQ Guideline Page #	FNPP Guideline Facility Section
<b><u>Crime Investigations</u></b>		
Crime Investigation Assistant	3	N/A
Investigators' Room	3	
<i>Workstation for Investigator No. 1</i>	3	Controlled Areas
<i>Workstation for Investigator No. 2</i>	3	Controlled Areas
<i>Workstation for Investigator No. 3 and additional</i>	3	Controlled Areas
<i>3-Door Locker</i>	3	N/A
<i>QPIC Workstation</i>	3	N/A
<i>PIMS Officer Work Station</i>	3	N/A
Interrogation Room No. 1	3	Prisoner Security
Interrogation Room No. 2	3	N/A
Interrogation Room No. 3 and additional	3	N/A
Detainee Bathroom	3	N/A
Holding Cell No. 1	3	Prisoner Security
Holding Cell No. 2	3	Prisoner Security
Holding Cell No. 3 and additional	3	Prisoner Security
Cell Service Space	3	Prisoner Security
Storage	3	Prisoner Security
Locker Area	3	N/A
Cell Block Circulation	3	N/A
Guard's Office	3	Prisoner Security
Shower for Detainees	3	N/A
<b><u>Special Rooms</u></b>		
Secure Loading Area	3	Prisoner Security
<i>Security Door</i>	3	Prisoner Security
Heavy Evidence Storage Area	3	N/A
Material and Heavy Equipment Storage	3	Controlled Areas
Evidence and Temporary Lockers	3	Controlled Areas
<i>Loading Alcove</i>	3	Controlled Areas
<b><u>Common Areas</u></b>		
Lounge and Lunch Room	4	Controlled Areas
Kitchenette and Depository	4	Controlled Areas
Male/Female Officer Change Rooms (2)	4	Controlled Areas
Locker Area	4	Controlled Areas
Bag Storage Area	4	N/A
Toilet, Urinal, Sink and Shower	4	Controlled Areas
Privacy Area	4	Controlled Areas
Container Unloading Area	4	N/A
Bag Storage Rack	4	N/A
Secondary Entrance(s)	4	N/A
Secondary Entrance Hall	4	N/A



## FNPP COMPONENTS OF A POLICE FACILITY BY SIZE AND TYPE

SPACE	Community Access Office	Patrol Cabin	SMALL (2-3)*	MEDIUM (4-7)**	LARGE (8+)***
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### PUBLIC AREAS

Reception Area	X		X	X	X
Multi-Purpose Room				X	X
Public Washroom			X	X	X

### CONTROLLED AREAS

Mechanical Room		X	X	X	X
Small Exhibit		X	X	X	X
Large Exhibit					X
General Office Space / Civilian			X	X	X
General Office Space / Constable	X	X	X	X	X
Closed Office / Multi Purpose		X	X	X	X
Meeting Room / Chief's Office				X	X
Meeting / Lunch Room			X	X	X
Unisex Washroom	X	X	X	X	
M/F Washroom					X
Secure Files / Gun Storage			X	X	X
Locker / Showers					X
General Storage		X	X	X	X
Janitorial Closet		X	X	X	X
Shift Supervisor					X

### PRISONER SECURITY

Short Term Holding ****		D	D	D	D
Cells (3)			D	D	D
Guard Room Area / Prisoner Processing			D	D	D
Soft Room / Secure Interview Room			D	D	D
Sally Port (Secure Bay) / Bulk Storage			D	D	D
Prisoner Effects Storage Area			D	D	D

- X Mandatory  
D Discretionary

- \* Maximum number of officers and civilians on shift at any given time. (includes 1 civilian)  
 \*\* Maximum number of officers and civilians on shift at any given time. (includes 2 civilians)  
 \*\*\* Maximum number of officers and civilians on shift at any given time. (includes 3 civilians)  
 \*\*\*\* If cells are present then short-term holding area may not be necessary



# FNPP PROVINCIAL SPACE ALLOCATION STANDARDS

SPACE	SMALL (2 – 3)*	MEDIUM (4 – 7)**	LARGE (8+)***
<b>PUBLIC AREAS</b>			
Reception Area	17.5	17.5	17.5
Multi-Purpose Room	n/a	12.5	12.5
Unisex Public Washroom	incl. in gross	incl. in gross	incl. in gross
<b>CONTROLLED AREAS</b>			
Mechanical Room	incl. in gross	incl. in gross	incl. in gross
Small Exhibit	14.5	14.5	19.5
Large Exhibit	n/a	n/a	incl. above
General Office Space / Civilian	20.0	20.0	38.0
General Office Space / Constable	20.0	25.5	25.5
Closed Office / Multi Purpose	12.5	12.5	12.5
Meeting Room / Chief's Office	n/a	18.0	18.0
Gathering Room / Lunch Room	16.4	16.4	18.8
Unisex Washroom	4.5	4.5	n/a
M/F Washroom	n/a	n/a	incl. elsewhere
Secure Files / Gun Storage	incl. in gross	incl. in gross	11.0
Locker / Showers	n/a	n/a	14.0
General Storage	20.0	20.0	20.0
Janitorial Closet	incl. in gross	incl. in gross	incl. in gross
Shift Supervisor	n/a	n/a	12.5
<b>PRISONER SECURITY</b>			
Short Term Holding	7.5	7.5	7.5
Cells (3)	22.5	22.5	22.5
Guard Room Area / Prisoner Processing	7.5	7.5	7.5
Soft Room / Secure Interview Room	7.5	7.5	7.5
Sally Port (Secure Bay) / Bulk Storage	39.0	39.0	39.0
Prisoner Effects Storage Area	incl. in gross	incl. in gross	incl. in gross
Net Area (not including Gross-up)	209.4	245.4	303.8
Gross-up Factor (30%)	62.8	73.6	91.1
<b>Total Area (including Gross-up)</b>	<b>272.2</b>	<b>319.1</b>	<b>394.9</b>

\* Maximum number of officers and civilians on shift at any given time (Includes 1 civilian)

\*\* Maximum number of officers and civilians on shift at any given time (includes 2 civilians)

\*\*\* Maximum number of officers and civilians on shift at any given time (includes 3 civilians)





## PUBLIC AREAS

### Reception Area

#### FNPP Facility Size (REVISED):

SMALL	17.5 m <sup>2</sup>
MEDIUM	17.5 m <sup>2</sup>
LARGE	17.5 m <sup>2</sup>

#### Notes:

$$12.5 \text{ m}^2 + 4.0 \text{ m}^2 + 1.0 \text{ m}^2 \\ = 17.5 \text{ m}^2$$

#### SQ Guideline Term(s):

*Lobby*  
*Reception & Waiting Area*  
*Public Washroom*  
*Lobby Cloakroom*

#### SQ Space Guidelines

4.0 m <sup>2</sup>	Lobby
12.5 m <sup>2</sup>	Reception and waiting area
1.0 m <sup>2</sup>	Lobby cloakroom

### Multi-Purpose Room

#### FNPP Facility Size (REVISED):

SMALL	N/A
MEDIUM	12.5 m <sup>2</sup>
LARGE	12.5 m <sup>2</sup>

#### Notes:

#### SQ Guideline Term(s):

*Public Meeting Room*

#### SQ Space Guidelines

10.0 m <sup>2</sup>
2.5 m <sup>2</sup>

### Unisex Public Washroom

#### FNPP Facility Size (REVISED):

SMALL	Incl. in Gross
MEDIUM	Incl. in Gross
LARGE	Incl. in Gross

#### Notes:

#### SQ Guideline Term(s):

*Public Washroom*

#### SQ Space Guidelines

4.5 m <sup>2</sup>	Public Washroom
--------------------	-----------------



# CONTROLLED AREAS

## Mechanical Room

### FNPP Facility Size (ORIGINAL):

### Notes:

SMALL	Incl. in Gross
MEDIUM	Incl. in Gross
LARGE	Incl. in Gross

### SQ Guideline Term(s):

*Not included in SQ Construction Standards*

## Small Exhibit

### FNPP Facility Size (REVISED):

### Notes:

SMALL	14.5 m <sup>2</sup>
MEDIUM	14.5 m <sup>2</sup>
LARGE	19.5 m <sup>2</sup>

$$14.5 \text{ m}^2 + 5.0 \text{ m}^2 = 19.5 \text{ m}^2$$

### SQ Guideline Term(s):

*Evidence Room & Temporary Lockers*

### SQ Space Guidelines

14.5 m <sup>2</sup>	Evidence Room
5.0 m <sup>2</sup>	Temporary Lockers

## Large Exhibit

### FNPP Facility Size (ORIGINAL):

### Notes:

SMALL	N/A
MEDIUM	N/A
LARGE	Included Above

"Small Exhibit" & "Large Exhibit" rooms are combined in large facility

### SQ Guideline Term(s):

*Evidence Room & Temporary Lockers*

### SQ Space Guidelines

14.5 m <sup>2</sup>	Evidence Room
5.0 m <sup>2</sup>	Temporary Lockers



## CONTROLLED AREAS (continued)

### General Office Space / Civilian

#### FNPP Facility Size (REVISED):

SMALL	20.0 m <sup>2</sup>
MEDIUM	20.0 m <sup>2</sup>
LARGE	38.0 m <sup>2</sup>

#### Notes:

$$20.0 \text{ m}^2 + 18.0 \text{ m}^2 = 38.0 \text{ m}^2$$

#### SQ Guideline Term(s):

*Clerical – Workstation*

#### SQ Space Guidelines

20.0 m <sup>2</sup>	2.03.1 Workstation No. 1
18.0 m <sup>2</sup>	2.03.2 Workstation No. 2

### General Office Space / Constable

#### FNPP Facility Size (REVISED):

SMALL	20.0 m <sup>2</sup>
MEDIUM	25.5 m <sup>2</sup>
LARGE	25.5 m <sup>2</sup>

#### Notes:

$$12.5 \text{ m}^2 + 7.5 \text{ m}^2 = 20.0 \text{ m}^2$$
$$12.5 \text{ m}^2 + 7.5 \text{ m}^2$$
$$+ 5.5 \text{ m}^2 = 25.5 \text{ m}^2$$

#### SQ Guideline Term(s):

*Investigators' Room*

#### SQ Space Guidelines

12.5 m <sup>2</sup>	4.02.1 Workstation for Investigator No. 1
7.5 m <sup>2</sup>	4.02.2 Workstation for Investigator No. 2
5.5 m <sup>2</sup>	4.02.3 Workstation for Investigator No. 3

### Closed Office / Multi-Purpose

#### FNPP Facility Size (ORIGINAL):

SMALL	12.5 m <sup>2</sup>
MEDIUM	12.5 m <sup>2</sup>
LARGE	12.5 m <sup>2</sup>

#### Notes:

#### SQ Guideline Term(s):

*Deputy Detachment Commander*

#### SQ Space Guidelines

12.5 m<sup>2</sup>



## CONTROLLED AREAS (continued)

### Meeting Room / Chief's Office

FNPP Facility Size (ORIGINAL):

Notes:

SMALL	N/A
MEDIUM	18.0 m <sup>2</sup>
LARGE	18.0 m <sup>2</sup>

SQ Guideline Term(s):

*Detachment Commander*

SQ Space Guidelines

18.0 m<sup>2</sup>

### Gathering Room / Lunch Room

FNPP Facility Size (REVISED):

Notes:

SMALL	16.4 m <sup>2</sup>
MEDIUM	16.4 m <sup>2</sup>
LARGE	18.8 m <sup>2</sup>

11.0 m<sup>2</sup> + 3.0 m<sup>2</sup> + (2 x 1.2 m<sup>2</sup>) = 16.4 m<sup>2</sup>  
11.0 m<sup>2</sup> + 3.0 m<sup>2</sup> + (4 x 1.2 m<sup>2</sup>) = 18.8 m<sup>2</sup>

SQ Guideline Term(s):

*Kitchenette and Depository  
Lounge and Lunch Room*

SQ Space Guidelines

11.0 m <sup>2</sup>	Kitchenette
3.0 m <sup>2</sup>	Depository
1.2 m <sup>2</sup>	Lounge & Lunchroom per person

### Unisex Washroom

FNPP Facility Size (ORIGINAL):

Notes:

SMALL	4.5 m <sup>2</sup>
MEDIUM	4.5 m <sup>2</sup>
LARGE	N/A

Apply washroom facilities from  
"Entrance" area to this facility area

SQ Guideline Term(s):

*Public Washroom*

SQ Space Guidelines

4.5 m <sup>2</sup>	Public Washroom
--------------------	-----------------



## CONTROLLED AREAS (continued)

### Male / Female Washroom

FNPP Facility Size (REVISED):

SMALL	N/A
MEDIUM	N/A
LARGE	Incl. Elsewhere

Notes:

RCMP Property Management Manual Standards used  
Washroom facilities are included in "Locker / Showers" facility area

SQ Guideline Term(s):

*Not included in SQ Guidelines*

### Secure Files / Gun Storage

FNPP Facility Size (ORIGINAL):

SMALL	Incl. in Gross
MEDIUM	Incl. in Gross
LARGE	11.0 m <sup>2</sup>

Notes:

Gun Storage is to be included in this area as per discussions held during Regional Managers meeting 6/1/04

SQ Guideline Term(s):

*Photocopying, Paper Shredding, Mail and Stationary Area*

SQ Space Guidelines

11.0 m<sup>2</sup> Area accessible from the main circulation

### Locker / Showers

FNPP Facility Size (REVISED):

SMALL	N/A
MEDIUM	N/A
LARGE	14.0 m <sup>2</sup>

Notes:

RCMP Property Management Manual Standards used  
 $(2 \times 5.6 \text{ m}^2) + (4 \times 0.7 \text{ m}^2)$   
**= 14.0 m<sup>2</sup>**

SQ Guideline Term(s):

*Member Locker Room*

SQ Space Guidelines (RCMP Space Guideline Used)

5.6 m<sup>2</sup> Minimum space to accommodate each female and each male locker area comprising up to eight lockers and a washroom facility  
0.7 m<sup>2</sup> Space per locker, to accommodate every member exceeding eight



## CONTROLLED AREAS (continued)

### General Storage

FNPP Facility Size (REVISED):

Notes:

SMALL	20.0 m <sup>2</sup>
MEDIUM	20.0 m <sup>2</sup>
LARGE	20.0 m <sup>2</sup>

SQ Guideline Term(s):

*Material and Heavy Equipment Storage*

SQ Space Guidelines

20.0 m<sup>2</sup>

### Janitorial Closet

FNPP Facility Size (REVISED):

Notes:

SMALL	Incl. in Gross
MEDIUM	Incl. in Gross
LARGE	Incl. in Gross

SQ Guideline Term(s):

*Holding Alcove*

SQ Space Guidelines

5.0 m<sup>2</sup>

### Shift Supervisor

FNPP Facility Size (ORIGINAL):

Notes:

SMALL	N/A
MEDIUM	N/A
LARGE	12.5 m <sup>2</sup>

SQ Guideline Term(s):

*Administrative Corporal*

SQ Space Guidelines

12.5 m<sup>2</sup>



# PRISONER SECURITY

## Short Term Holding

### FNPP Facility Size (REVISED):

SMALL	7.5 m <sup>2</sup>
MEDIUM	7.5 m <sup>2</sup>
LARGE	7.5 m <sup>2</sup>

Notes:

### SQ Guideline Term(s):

*Holding Cell*

### SQ Space Guidelines

7.5 m<sup>2</sup> Per cell

## Cells (3)

### FNPP Facility Size (REVISED):

SMALL	22.5 m <sup>2</sup>
MEDIUM	22.5 m <sup>2</sup>
LARGE	22.5 m <sup>2</sup>

Notes:

3 x 7.5 m<sup>2</sup> = 22.5 m<sup>2</sup>

### SQ Guideline Term(s):

*Holding Cells No. 1, 2, 3*

### SQ Space Guidelines

7.5 m<sup>2</sup> Per cell

## Guard Room / Prisoner Processing

### FNPP Facility Size (ORIGINAL):

SMALL	7.5 m <sup>2</sup>
MEDIUM	7.5 m <sup>2</sup>
LARGE	7.5 m <sup>2</sup>

Notes:

### SQ Guideline Term(s):

*Guard Office*

### SQ Space Guidelines

7.5 m<sup>2</sup> Room divided by a low wall. Computer workstation and telephone included.



## PRISONER SECURITY (continued)

### Soft Room / Secure Interview Room

Facility Size:

Notes:

SMALL	7.5 m <sup>2</sup>
MEDIUM	7.5 m <sup>2</sup>
LARGE	7.5 m <sup>2</sup>

SQ Guideline Term(s):

*Interrogation Room No. 1*

OPP Space Guidelines v.1.5

7.5 m<sup>2</sup> minimum

### Sally Port (Secure Bay) / Bulk Storage

FNPP Facility Size (REVISED):

Notes:

SMALL	39.0 m <sup>2</sup>
MEDIUM	39.0 m <sup>2</sup>
LARGE	39.0 m <sup>2</sup>

SQ Guideline Term(s):

*Secure Loading Area*

SQ Space Guidelines

35.0 m<sup>2</sup> Secure loading area  
 4.0 m<sup>2</sup> 5.01.1 Security door

### Prisoner Effects Storage Area

FNPP Facility Size (ORIGINAL):

Notes:

SMALL	Incl. in Gross
MEDIUM	Incl. in Gross
LARGE	Incl. in Gross

SQ Guideline Term(s):

*Storage*

SQ Space Guidelines

3.0 m<sup>2</sup> Mattresses, blankets, other