**TERMS FOR YRP ORDER**

1. THIS COURT ORDERS, pursuant to Rule 30.10 of the Rules of Civil Procedure, and subject to the conditions and limitations as set out in paragraph 2 of this Order, that York Regional Police shall produce to the moving party in this matter all notes, reports, diagrams, photographs, videotapes, 911 recordings and statements (“the records”) which may be in its possession and control relating to the investigation of an incident involving \_\_\_\_\_\_\_\_\_\_\_ on or about \_\_\_\_\_\_\_\_\_\_\_, in the Regional Municipality of York (“the incident”);
2. THIS COURT ORDERS that the production of any record held by York Regional Police under paragraph 1 of this Order shall be subject to the following conditions and limitations:
	1. the records produced and copied shall only be used by the parties directly involved in the litigation in this matter for the full and fair disposition of the issues in the civil proceeding;
	2. the parties directly involved in the litigation in this matter (including any retained experts) shall not disclose the records produced and copied, or any information therefrom, to any person who does not have a direct interest in this civil proceeding;
	3. York Regional Police shall only disclose records in its possession and control and nothing in this Order requires York Regional Police to search or obtain documents from any other agency or person;
	4. non-police records, including hospital and medical records, that are contained in the York Regional Police file shall not be produced and must be obtained from the institution from which they originate. However, the existence of such records shall be noted;
	5. no records containing young person information protected by the *Youth Criminal Justice Act* shall be produced unless the record can be severed in such a way as to protect the identity of the young person, or unless a youth court order is obtained in compliance with the *Youth Criminal Justice Act* that authorizes the unedited release of such records;
	6. information that would compromise law enforcement interests, including but not limited to confidential law enforcement material, informant information, information used to obtain search warrants and internal Crown Attorney or police service documents, codings and data, shall be redacted;
	7. any documents over which privilege or statutory protection is claimed shall be redacted although an itemized list of any such documentation shall be provided;
	8. If York Regional Police later asserts a claim of privilege or statutory protection in regard to a document or information that was produced, a party, or any person in possession of the document or information, on notification by York Regional Police, shall return such document and expunge any notes or copies of or relating to the document or information for which the privilege is claimed, unless such document has been relied upon in the litigation. In the first situation, if the claim of privilege is not agreed to, the party may bring a Motion for a determination of the issue, which may include seeking interlocutory or permanent return of the document to the party. In the latter situation, where the document in question has already been relied upon in the litigation, York Regional Police will be responsible for bringing a Motion for a determination of the issue, which may include seeking interlocutory or permanent return of the document and/or destruction or sealing of the applicable portion(s) of the Court file;
	9. Results obtained under Part VIII.1 of the *Criminal Code* of any evaluation, physical coordination test or analysis of a bodily substance shall be redacted in accordance with 320.36 of the *Criminal Code*;
	10. personal information belonging to all non-parties (including but not limited to social insurance numbers, employment information, dates of birth, next of kin and driver’s license information) shall be redacted. However, contact information for non-party witnesses, such as names, home addresses and/or telephone numbers, shall be provided;
	11. autopsy or other photographs of the deceased shall not be provided; and,
	12. York Regional Police shall have sixty (60) days following the receipt of a copy of this Order to assemble and produce the requested documents, and shall be entitled to reimbursement for its costs of production in accordance with its fee schedule as outlined in By-Law No. 02-15, which fee may be required prior to delivery of the documentation.
3. THIS COURT ORDERS that there shall be no costs of this motion as against York Regional Police.