<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>INTRODUCTION</td>
<td>3</td>
</tr>
<tr>
<td>PURPOSE</td>
<td>3</td>
</tr>
<tr>
<td>TRAINING DEFINITIONS</td>
<td>3</td>
</tr>
<tr>
<td>POST CERTIFICATION STANDARDS</td>
<td>4</td>
</tr>
<tr>
<td>POLICE OFFICER</td>
<td>5</td>
</tr>
<tr>
<td>CORPORAL</td>
<td>7</td>
</tr>
<tr>
<td>SERGEANT</td>
<td>8</td>
</tr>
<tr>
<td>LIEUTENANT</td>
<td>9</td>
</tr>
<tr>
<td>CAPTAIN</td>
<td>11</td>
</tr>
<tr>
<td>CHIEF OF POLICE</td>
<td>13</td>
</tr>
<tr>
<td>DISPATCHER</td>
<td>14</td>
</tr>
<tr>
<td>SPECIALIZED ASSIGNMENTS</td>
<td>15</td>
</tr>
</tbody>
</table>
INTRODUCTION

The university-wide California State University Police Department is interested in and responsible for the continual growth and development of its personnel. Through professional training and personal education, an employee can achieve professional and personal excellence, as well as meet career goals. The University Police Department (UPD) will ensure its personnel possesses the knowledge and skills necessary to provide a professional level of service that meets the needs of the community.

PURPOSE

The purpose of the California State University Police Department’s Training Guide is to:

1) Meet Executive Order 1046, Section III. Training;
2) Conform to California Commission on Peace Officer Standards and Training (POST) mandates;
3) Enhance the level of law enforcement service to the public;
4) Increase the technical expertise and overall effectiveness of its personnel; and
5) Provide opportunities for continued professional development of department personnel.

The UPD Training Guide is designed to identify the training needs and set training priorities for every rank and position and specialized assignment within the CSU’s University Police Department. It also outlines how often each training subject should be taken and the overall hours of each training topic. The guide should be used as an objective tool to bring uniformity and consistency to training and to provide employees with the greatest opportunity possible for success. This training guideline is to be used regularly by supervisors and managers to meet the training needs of their employees and to evaluate training requests from employees.

The Police Department will strive to use a variety of training sources for the educational and professional development of its employees. Whenever possible, the department will use courses certified by POST.

The Training Guide in no way identifies all of the training that will occur for the members of the University Police Department over the course of their career. Additionally, it does not guarantee that a member will receive all of the training identified for their position, only the training that has been identified as mandatory.

TRAINING DEFINITIONS

Training outlined within this guide is divided into three categories: Mandatory, Desirable and Professional Development. These categories provide guidance as to which training courses officers receive at the various stages of their career. The following defines each category:

**Mandatory**—Courses in this category are required by POST, state or federal regulation, CSU or University Police department policy. They provide basic knowledge and foundational skills for each level of officer certification and are considered critical to the position.

**Desirable**—These courses, though not required for compliance purposes, are considered a priority and should be completed as soon as possible. They provide fundamental, base-building training that will support officers throughout their career and help round out the skills they need to effectively serve their communities.

**Professional Development**—Courses in this category will help officers in their professional development efforts and prepare them for promotion within their department. These courses focus on considered skills that will be needed in the future and may include optional training or training of specific interest to the individual. Ideally, officers would complete this training before promoting or moving to the next assignment. This development generally provides additional competency training for those seeking to move up within the organization.
POST CERTIFICATION STANDARDS

The following are the six primary certificates issued by the California Commission on Peace Officer Standards and Training, along with the requirements for each:

**Basic Certificate**—The Basic Certificate is awarded, as defined in Commission Regulation 1011, to full-time peace officers of a POST-participating agency who have satisfactorily completed the prerequisite Basic Course requirement and the probationary period of the employing agency.

**Intermediate Certificate**—The Intermediate Certificate is awarded, as defined in Commission Regulation 1011, to employed full-time peace officers of a POST-participating agency who have a Basic Certificate and who have acquired the specified training and education points and/or college degree and the prescribed years of law enforcement experience.

**Advanced Certificate**—The Advanced Certificate is awarded, as defined in Commission Regulation 1011, to employed full-time peace officers of a POST-participating agency who have an Intermediate Certificate and who have acquired the specified training and education points and/or college degree and the prescribed years of law enforcement experience.

**Supervisory Certificate**—The Supervisory Certificate is awarded, as defined in Commission Regulation 1011, to employed full-time peace officers of a POST-participating agency who have an Intermediate Certificate, have earned a minimum of 60 semester units at an accredited college, served for two years as a first-level supervisor and who have completed the Supervisory Course.

**Management Certificate**—The Management Certificate is awarded, as defined in Commission Regulation 1011, to employed full-time peace officers of a POST-participating agency who have an Advanced Certificate, have earned a minimum of 60 semester units at an accredited college, served for two years as a middle manager and who have completed the Management Course.

**Executive Certificate**—The Executive Certificate is awarded, as defined in Commission Regulation 1011, to employed full-time peace officers of a POST-participating agency who have an Advanced Certificate, have earned a minimum of 60 semester units at an accredited college, served for two years as the department head and who have completed the Executive Development Course.
## POLICE OFFICER

<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Academy</td>
<td>Once</td>
<td>664 hours</td>
<td></td>
</tr>
<tr>
<td>Field Training Program</td>
<td>Once</td>
<td>640 hours</td>
<td></td>
</tr>
<tr>
<td>TASER Training</td>
<td>Annual</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Police Rifle</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>National Incident Management System/Standardized Emergency Management System/Incident Command System (NIMS/SEMS/ICS)</td>
<td>Once</td>
<td>12.5 hours</td>
<td></td>
</tr>
<tr>
<td>Department Orientation</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>Sexual Harassment</td>
<td>Biennial</td>
<td>Varies</td>
<td>CSU</td>
</tr>
<tr>
<td>Title IX</td>
<td>Annual</td>
<td>1 hour</td>
<td></td>
</tr>
<tr>
<td>CLERY</td>
<td>Annual</td>
<td>1 hour</td>
<td></td>
</tr>
<tr>
<td>California Law Enforcement Telecommunications System/National Crime Information Center (CLETS/NCIC)</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Crowd Management</td>
<td>Biennial</td>
<td>8 hours</td>
<td>PC 13514.5</td>
</tr>
<tr>
<td>Mental Illness Training</td>
<td>Once</td>
<td>32 hours</td>
<td></td>
</tr>
<tr>
<td>Mental Illness Training Update</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Racial Profiling/Cultural Diversity Update</td>
<td>Every 5 Years</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Arrest and Control/Defensive Tactics (Perishable Skills Program, PSP)</td>
<td>Biennial</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Tactical Firearms (PSP)</td>
<td>Biennial</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Tactical/Interpersonal Communication (PSP)</td>
<td>Biennial</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Driver Awareness (PSP)</td>
<td>Biennial</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Continuing Professional Training</td>
<td>Biennial</td>
<td>10 hours</td>
<td></td>
</tr>
<tr>
<td>First Aid/CPR/AED</td>
<td>Biennial</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>Biennial</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Active Shooters</td>
<td>Annual</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>Bloodborne Pathogens</td>
<td>Annual</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Pursuit Policy Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>CSU/UPD Policy Training</td>
<td>Ongoing</td>
<td>Varies</td>
<td>CSU</td>
</tr>
</tbody>
</table>
## POLICE OFFICER

<table>
<thead>
<tr>
<th>DESIRABLE</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUI Seminar</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Radar Training</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Interview and Interrogation</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Vehicle Theft</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Legal Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Proposition 115</td>
<td>Once</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Naloxone</td>
<td>Once</td>
<td>.5 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROFESSIONAL DEVELOPMENT</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Training Officer Course</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Basic Collision Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Investigations</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Search Warrant</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault First Responder</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
</tbody>
</table>
# Corporal

## Mandatory Frequency Hours Note

<table>
<thead>
<tr>
<th>Description</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>All mandated requirements of the Officer position</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Field Training Officer Course</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Field Training Officer Update</td>
<td>Triennial</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Naloxone</td>
<td>Once</td>
<td>.5 hours</td>
<td></td>
</tr>
<tr>
<td>NIMS/SEMS/ICS</td>
<td>Once</td>
<td>12.5 hours</td>
<td></td>
</tr>
</tbody>
</table>

## Desirable Frequency Hours Note

<table>
<thead>
<tr>
<th>Description</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUI Seminar</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Radar Training</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Interrogation, Advanced</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Vehicle Theft Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Basic Collision Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Legal Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Proposition 115</td>
<td>Once</td>
<td>2 hours</td>
<td></td>
</tr>
</tbody>
</table>

## Professional Development Frequency Hours Note

<table>
<thead>
<tr>
<th>Description</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institute of Criminal Investigation (ICI) Basic</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Search Warrant</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault First Responder</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>POST Supervisory Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Leadership Development Course</td>
<td>Once</td>
<td>56 hours</td>
<td></td>
</tr>
</tbody>
</table>

Instructor Courses

- Firearms/Weapon of Mass Destruction (WMD)/Driver Awareness/Defensive Tactics/Active Shooter/Tactical Communication/TASER/Racial Profiling
## SERGEANT

<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>All mandated requirements of the Corporal position.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POST Supervisory Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Use-of-Force (UOF) Investigations</td>
<td>Ongoing</td>
<td>2 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Desirable</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUI Seminar</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Radar Training</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Interview and Interrogation, Advanced</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Vehicle Theft Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Legal Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Institute of Criminal Investigation (ICI) Basic</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Sherman Block Supervisory Leadership Institute (SBSLI)</td>
<td>Once</td>
<td>8 months</td>
<td></td>
</tr>
<tr>
<td>Assertive Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Officer Involved Shooting (OIS) Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Civil Liability Update</td>
<td>Triennial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performance Evaluation Workshop</td>
<td>Once</td>
<td>1.5 hours</td>
<td>CSU</td>
</tr>
<tr>
<td>Critical Incident Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Media Relations</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>HAZMAT Incident Commander</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Behavioral Threat</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Event Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Internal Affairs Investigation</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Professional Development</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Training Supervisor</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault First Responder</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Leadership Development Course</td>
<td>Ongoing</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>PROFessional Development</td>
<td>FREQuency</td>
<td>HOURS</td>
<td>NOTE</td>
</tr>
<tr>
<td>---------------------------</td>
<td>-----------</td>
<td>-------</td>
<td>------</td>
</tr>
<tr>
<td>Specialty Interests</td>
<td>Ongoing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instructor Courses</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sergeant**

<table>
<thead>
<tr>
<th>MANDATORY</th>
<th>FREQuency</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All mandated requirements of the Sergeant position.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Continuing Professional Training</td>
<td>Biennial</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>POST Management Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Conflict of Interest</td>
<td>Once</td>
<td>Varies</td>
<td>CSU</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DESIRABLE</th>
<th>FREQuency</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUI Seminar</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Radar Training</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Interview and Interrogation, Advanced</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Vehicle Theft Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Accident Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Legal Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Institute of Criminal Investigation (ICI) Basic</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Supervisory Leadership Institute</td>
<td>Once</td>
<td>192 hours</td>
<td></td>
</tr>
<tr>
<td>Assertive Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>OIS Investigation</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
</tbody>
</table>
## LIEUTENANT

<table>
<thead>
<tr>
<th>Desirable (Continued)</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Liability Update</td>
<td>Triennial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performance Evaluation Workshop</td>
<td>Once</td>
<td>1.5 hours</td>
<td>CSU</td>
</tr>
<tr>
<td>Critical Incident Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Media Relations</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>HAZMAT Incident Commander</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Behavioral Threat</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Ethics</td>
<td>Once</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Event Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Advanced Internal Affairs</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>OIS Management</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Arbitrations and Grievances</td>
<td>Once</td>
<td>Varies</td>
<td>CSU</td>
</tr>
<tr>
<td>Budgeting for Police Departments</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Pitchess Motions</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>FTO Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Association of Threat Assessment Professionals (ATAP)</td>
<td>Once</td>
<td>Varies</td>
<td>Seminar</td>
</tr>
<tr>
<td>K-9 Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
</tbody>
</table>

## Professional Development

<table>
<thead>
<tr>
<th>Professional Development</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>21st Century Leadership/Procedural Justice</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Command College</td>
<td>Once</td>
<td>220 hours</td>
<td></td>
</tr>
<tr>
<td>FBI National Academy</td>
<td>Once</td>
<td>440 hours</td>
<td></td>
</tr>
<tr>
<td>FBI Law Enforcement Executive Development Seminars (LEEDS)</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>POST Executive Development</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Role of the Police Chief</td>
<td>Once</td>
<td>32 hours</td>
<td></td>
</tr>
</tbody>
</table>
### CAPTAIN

<table>
<thead>
<tr>
<th>MANDATORY</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All mandated requirements of the Sergeant position.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DESIRABLE</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DUI Seminar</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Crime Scene Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Radar Training</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Interview and Interrogation, Advanced</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Vehicle Theft Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Accident Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault Investigation</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Legal Update</td>
<td>Annual</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Institute of Criminal Investigations (ICI) Basic</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Supervisory Leadership Institute</td>
<td>Once</td>
<td>192 hours</td>
<td></td>
</tr>
<tr>
<td>Assertive Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>OIS Investigation</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Civil Liability Update</td>
<td>Triennial</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Performance Evaluation Workshop</td>
<td>Once</td>
<td>1.5 hours</td>
<td>CSU</td>
</tr>
<tr>
<td>Critical Incident Supervision</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Media Relations</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Use-of-Force Investigation</td>
<td>Once</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>HAZMAT Incident Commander</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>Behavioral Threat</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Ethics</td>
<td>Once</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Event Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Advanced Internal Affairs</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>OIS Management</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Arbitrations and Grievances</td>
<td>Once</td>
<td>Varies</td>
<td>CSU</td>
</tr>
<tr>
<td>Budgeting for Police Departments</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Pitchess Motions</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Field Training Officer (FTO) Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Homicide Investigation</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Association of Threat Assessment Professionals (ATAP)</td>
<td>Once</td>
<td>Varies</td>
<td>Seminar</td>
</tr>
<tr>
<td>K-9 Management</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
</tbody>
</table>
### CAPTAIN

<table>
<thead>
<tr>
<th>Professional Development</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Training Officer Course</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>Investigations</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Search Warrant</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Domestic Violence</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Sexual Assault First Responder</td>
<td>Once</td>
<td>40 hours</td>
<td></td>
</tr>
<tr>
<td>POST Supervisory Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>Interview Interrogation</td>
<td>Once</td>
<td>24 hours</td>
<td></td>
</tr>
<tr>
<td>Weapons of Mass Destruction</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>Leadership/Coaching Skills</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>POST Management Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
<tr>
<td>21st Century Leadership/Procedural Justice</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Command College</td>
<td>Once</td>
<td>220 hours</td>
<td></td>
</tr>
<tr>
<td>FBI National Academy</td>
<td>Once</td>
<td>440 hours</td>
<td></td>
</tr>
<tr>
<td>FBI Law Enforcement Executive Development Seminars (LEEDS)</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>POST Executive Development Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
</tbody>
</table>

**Instructor Courses**

- Firearms/Weapons of Mass Destruction (WMD)/Driver Awareness/Defensive Tactics/Active Shooter/Tactical Communication/TASER/Racial Profiling

**Role of the Police Chief**

- Once
### CHIEF OF POLICE

<table>
<thead>
<tr>
<th>MANDATORY</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>All mandated requirements of the Captain or Lieutenant position.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POST Executive Development Course</td>
<td>Once</td>
<td>80 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROFESSIONAL DEVELOPMENT</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Association of Chiefs of Police (IACP) Seminar</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>International Association of Campus Law Enforcement Administrators (IACLEA)/Commission on Accreditation for Law Enforcement Agencies (CALEA) Seminar</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>California Colleges &amp; Universities Police Chiefs Association (CCUPCA) Seminar</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>21st Century Leadership</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>Command College</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
<tr>
<td>FBI National Academy</td>
<td>Once</td>
<td>440 hours</td>
<td></td>
</tr>
<tr>
<td>FBI Law Enforcement Executive Development Seminars (LEEDS)</td>
<td>Once</td>
<td>Varies</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROFESSIONAL ORGANIZATIONS</th>
<th>FREQUENCY</th>
<th>HOURS</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation in professional organizations</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Dispatcher

<table>
<thead>
<tr>
<th>Mandatory</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Console Class for Dispatchers</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Basic Dispatch Academy</td>
<td>Once</td>
<td>120 hours</td>
<td></td>
</tr>
<tr>
<td>County Law Enforcement Interface Systems</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Desirable</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Database Systems</td>
<td>Once</td>
<td>4 hours</td>
<td></td>
</tr>
<tr>
<td>RAP Sheet Training</td>
<td>Once</td>
<td>3 hours</td>
<td></td>
</tr>
<tr>
<td>Dispatcher Customer Service</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Active Shooter Situations</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Crisis Communications and Suicide Intervention</td>
<td>Once</td>
<td>16 hours</td>
<td></td>
</tr>
<tr>
<td>Domestic Violence and Sexual Assault</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Dispatch Crisis Intervention</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Strategies for Handling In-Progress Calls</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
<tr>
<td>Dispatch Update</td>
<td>As Required</td>
<td>24 hours</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommended</th>
<th>Frequency</th>
<th>Hours</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interpersonal Skills</td>
<td>Once</td>
<td>8 hours</td>
<td></td>
</tr>
</tbody>
</table>
SPECIALIZED ASSIGNMENTS

Individuals in specialized assignments are expected to meet all mandates associated with their rank or specialty. Refer to specialties identified through POST and other entities. These positions include but are not limited to:

- Detective
- K-9
- Motor
- Firearms Instructor
- Armorer
- Field Training Officer
- Bike Patrol
- Threat Assessment Team Coordinator
- Critical Response Unit (CRU)