

PALM BEACH GARDENS POLICE DEPARTMENT

IN-SERVICE TRAINING

POLICY AND PROCEDURE 4.3.4.4

Effective Date : 10/28/09	Accreditation Standards: CALEA 16.3.5, 33.5.1, 33.6.1 CFA 14.11a	Review Date: 05/01/2014
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1. Guidelines for In-Service Training

PURPOSE: Requiring all sworn members to complete a retraining program to include firearms re-qualification.

SCOPE: All members

REVIEW RESPONSIBILITY: Training Sergeant

POLICY: It will be the policy of this Department to provide sworn and reserve members with training and re-training through in-service training programs in a mandated or as needed basis. Training programs should be organized in such a way to increase proficiency, decrease liability, to motivate experienced officers, and to further professionalize the department.

1. GUIDELINES FOR IN-SERVICE TRAINING:

- a. It is the responsibility of Professional Standards and Training to ensure compliance with this directive.
- b. In-service training will be designed to keep officers up-to-date with new laws; technological improvements and revisions in Department standards (policy, procedure, rules and regulations).
- c. In-service training will also be designed to provide supervisory, management, or specialized training to participants, and items of general interest and concern, to include refresher training for investigative and crime scene processing personnel in the areas of laboratory capabilities; new equipment and examination techniques.
- d. Forty (40) hours in-service training per year will be considered minimum for all sworn and reserve officers.
- e. As part of this training, all sworn officers will qualify with all authorized firearms and participate in a tactical course annually. All reserve force officers will annually qualify with their duty weapon at an approved course conducted by authorized personnel.
- f. All sworn/reserve force officers will be trained in use of force policies at least annually.
- g. Sworn/reserve officers will also, on a biannual basis, recertify on the defensive tactical weapon (i.e., ASP, OC spray), etc., that are carried.
 - i. Civilians carrying these weapons shall also recertify biannually.
- h. Sworn/reserve officers will recertify in the areas of CPR, First Aid, defensive tactics and impact weapons when scheduled.
- i. All training for sworn and reserve force officers will be as prescribed by state statute, and mandated requirements of the Florida Criminal Justice Standards and Training Commission.

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RESPONSIBILITY INDEX

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APPROVED:



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11/19/09
Date