

CHAPTER 20

RULES RELATING TO COMPULSORY MINIMUM TRAINING STANDARDS FOR LAW-ENFORCEMENT OFFICERS

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<u>6 VAC 20-20-100</u>	<u>Performance Outcomes for Compulsory Minimum Training Standards for Law Enforcement Officers</u>

6 VAC 20-20-10. Definitions.

The following words and terms, when used in this chapter shall have the following meaning unless the context clearly indicates otherwise:

“Academy director” means the chief administrative officer of a certified training academy.

"Agency administrator" means any chief of police, sheriff or agency head of a state or local law-enforcement agency.

“Approved training” means training approved by the department to meet minimum training standards.

"Board" means the Criminal Justice Services Board.

“Certified training academy” means a training facility in compliance with academy certification standards operated by the state or local unit(s) of government for the purpose of providing instruction of compulsory minimum training standards.

“Compulsory minimum training standards” means the performance outcomes and minimum hours approved by the Criminal Justice Services Board.

“Curriculum Review Committee” means the committee consisting of nine individuals representing the certified academies. Four (4) members of the committee shall represent regional criminal justice academies, four (4) members of the committee shall represent independent criminal justice academies, and one member shall represent the Department of State Police Training Academy. The Committee on Training shall appoint members of the Curriculum Review Committee.

"Department" means the Department of Criminal Justice Services.

"Director" means the chief administrative officer of the Department or his designee.

6 VAC 20-20-20. Compulsory minimum training standards.

Pursuant to the provisions of § 9-170(2) of the Code of Virginia, the department establishes these standards for compulsory minimum training for full-time and part-time law enforcement officers.

6 VAC 20-20-21. Performance outcomes and minimum hours required.

A. The performance outcomes are detailed in the document entitled “Performance Outcomes for Compulsory Minimum Training For Law Enforcement Officers,” December 1997, Section 20-20-100, which is incorporated by reference and made a part of this chapter. Performance Outcomes may not be changed except as noted in Section 6 VAC 20-20-25 through the Administrative Process Act.

B. Academy training

1. Category 1 - Professionalism, Performance Outcomes 1.1 - 1.5
2. Category 2 - Legal Issues, Performance Outcomes 2.1 - 2.46
3. Category 3 - Communications, Performance Outcomes 3.1 - 3.19
4. Category 4 - Patrol, Performance Outcomes 4.1 - 4.56
5. Category 5 - Investigations, Performance Outcomes 5.1 - 5.26
6. Category 6 - Defensive Tactics/Use of Force, Performance Outcomes 6.1 - 6.18
7. Category 7 - Weapons Use, Performance Outcomes 7.1 - 7.6
8. Category 8 - Driver Training, Performance Outcomes 8.1 - 8.7
9. Category 9 - Physical Training, Performance Outcomes 9.1 - 9.17 (Optional)

ACADEMY TRAINING HOURS - ~~480~~ 500 (excluding Category 9)

C. Field training

Category 10 - Field Training, Performance Outcomes 10.1 - 10.95

FIELD TRAINING HOURS - 100

TOTAL MINIMUM TRAINING STANDARDS HOURS ~~580~~ 600 ~~(excluding Category 9)~~

6 VAC 20-20-25. Approval authority.

A. The Criminal Justice Services Board shall be the approval authority for the training categories, hours and performance outcomes of the compulsory minimum training standards. Amendments to training categories, hours and performance outcomes shall be made in accordance with the provisions of the Administrative Process Act (§ 9-6.14:1 et seq. of the Code of Virginia).

B. The Committee on Training of the Criminal Justice Services Board shall be the approval authority for the training objectives, criteria and lesson plan guides which support the performance outcomes. Training objectives, criteria and lesson plan guides supporting the compulsory minimum training standards and performance outcomes may be added, deleted or amended by the Committee on Training based upon written recommendation of a chief of police, sheriff, agency administrator, academy director or the Curriculum Review Committee.

Prior to approving changes to training objectives, criteria or lesson plan guides, the Committee on Training shall conduct a public hearing. Sixty (60) days prior to the public hearing, the proposed changes shall be distributed to all affected parties for the opportunity to comment. Notice of change of training objectives, criteria and lesson plan guides shall be filed for publication in the Virginia Register of Regulations upon adoption, change or deletion. The department shall notify each certified academy in writing of any new, revised, or deleted objectives. Such adoptions, changes or deletions shall become effective thirty (30) days after notice of publication in the Virginia Register.

6 VAC 20-20-30. Applicability.

A. Every person employed as a full-time or part-time law-enforcement officer, as defined by §9-169(9) of the Code of Virginia, subsequent to July 1, 1971, shall satisfactorily complete the compulsory minimum training standards for law-enforcement officers.

B. The director may grant an exemption or partial exemption from the compulsory minimum training standards set forth in 6 VAC 20-20-21 to a law-enforcement officer of any political subdivision of the Commonwealth who has had previous experience and training as provided in § 9-173 of the Code of Virginia.

C. Any person not employed as a full-time or part-time law-enforcement officer on July 1, 1971, who remains out of law-enforcement for more than 24 months, upon reappointment as a full-time or part-time law-enforcement officer, shall be required to comply with the compulsory minimum training standards unless provided otherwise in accordance with subsection B of this section.

6 VAC 20-20-40. Time requirement for completion of training.

A. Every law-enforcement officer who is required to the comply with the compulsory minimum training standards shall satisfactorily complete such training within 12 months of the date of appointment as a law-enforcement officer.

B. The director, or his designee, may grant an extension of the time limit for completion of the compulsory minimum training standards under the following conditions:

1. Illness;
2. Injury;
3. Military service;
4. Special duty assignment required and performed in the public interest;
5. Administrative leave involving the determination of worker's compensation or disability retirement issues, full-time educational leave or suspension pending investigation or adjudication of a crime; or
6. Any other reason documented by the agency administrator. Such reason shall be specified and approval granted shall not exceed 90 days.

C. Law-enforcement officers who do not complete training within twelve months of employment as a law enforcement officer, or who do not receive an extension of the time limit for completion of training, shall be subject to the provisions of § 9-181 of the Code of Virginia. The department shall notify the agency administrator of any officer not in compliance with the requirements of this section.

6 VAC 20-20-50. Compliance with compulsory minimum training standards.

A. The compulsory minimum training standards shall be accomplished by satisfactory completion of the academy training objectives and criteria at a certified training academy, and the successful completion of field training objectives unless otherwise provided by § 6 VAC 20-20-30 B.

B. Officers attending approved training are required to attend all classes and shall not be placed on duty or call except in cases of emergency.

C. The Criminal Justice Services Board will provide a transition period for implementation of this chapter. The transition period shall begin February 4, 1998. During the transition period, certified training academies may conduct law-enforcement entry-level training using the performance objectives within the "Compulsory Minimum Training Standards for Law-Enforcement Officers," effective July 6, 1983, or the performance outcomes and training objectives. Accordingly, any certified training academy may institute a curriculum transition by replacing existing performance objectives with the revised performance outcomes and training objectives. Effective July 1, 1999, all entry-level training programs shall meet the requirements of 6 VAC 20-20-21.

6 VAC 20-20-60. (Repealed)

6 VAC 20-20-61. Certified training academies.

A. To become a certified academy, a state or local unit of government must demonstrate a need which contains the following elements:

1. The inability to obtain adequate training from existing academies or a sufficient hardship which renders the use of other existing academies impractical.
2. Based upon a training needs assessment, a sufficient number of officers to warrant the establishment of a full-time training function for a minimum of five years.

B. In addition, the state or local unit of government must make the following commitments:

1. The provision of a full range of training to include entry-level training, in-service training, recertification training, specialized training.
2. The assignment of one position with primary responsibility as academy director and one clerical position to support training and training related functions and instructor certification.
3. The maintenance of a training facility adequate to conduct training in accordance with academy certification standards.
4. The commitment of sufficient funding to adequately support the training function.

C. Process.

1. The state or local governmental unit shall submit a justification, to the Committee on Training as described in subsection B of this section. The Committee on Training shall review the justification and make a recommendation to the department as to whether the establishment of an academy is warranted.
2. If the Committee on Training recommends the establishment of the proposed academy, the department shall make a determination as to whether the establishment of the academy is warranted.
3. If the establishment of the academy is approved by the department, the proposed academy must successfully complete the academy certification process.

D. The certified training academy shall submit to the department its curriculum and other information as designated within time limitations established by the department.

E. Each academy director shall maintain a file of all current lesson plans and supporting material for training objectives, and shall provide this information to the director upon request.

F. A certified training academy is subject to inspection and review by the director or his staff.

G. The department may suspend or revoke the certification of any certified training academy upon written notice, which shall contain the reason or reasons upon which the suspension or revocation is based, to the academy's director. The academy's director may request a hearing before the director. The request shall be in writing and shall be received by the department within 15 days of the date of the notice of the suspension or revocation. The academy's director may appeal the director's decision to the board.

#### 6 VAC 20-20-70. Grading.

A. All certified training academies shall utilize testing procedures which indicate that every officer has satisfactorily completed the criteria in each training objective approved by the Committee on Training of the Criminal Justice Services Board. An officer may be tested and re-tested as may be necessary within the time limits of 6 VAC 20-20-40 and in accordance with each academy's written policy.

B. Certified training academies shall maintain accurate records of all tests, grades and testing procedures. Academy training records must be maintained in accordance with the provisions of these rules and §§ 42.1-76 through 42.1-91 Code of Virginia.

#### 6 VAC 20-20-80. Failure to comply with rules and regulations.

Any individual attending a certified training academy shall comply with the rules and regulations promulgated by the department. The academy director shall be responsible for enforcement of all rules and regulations established to govern the conduct of attendees. If the academy director considers a violation of the rules and regulations detrimental to the welfare of the academy, the academy director may expel the individual from the academy. Notification of such action shall immediately be reported, in writing, to the agency administrator of the individual in accordance with rules and regulations within the authority of the certified training academy.

#### 6 VAC 20-20-90. Administrative requirements.

A. Reports will be required from the agency administrator and academy director on forms approved by the department and at such times as designated by the director.

B. The agency administrator shall forward a properly executed field training form to the department for each officer, within twelve months of employment.

C. The academy director shall, within thirty (30) days upon completion of approved training, comply with the following:

1. Submit to the department a roster containing the names of those officers who have satisfactorily completed the compulsory minimum training standards.
2. Submit to the department the final curriculum with the training objectives, hours and instructor names listed.

D. The academy director shall furnish each instructor with the applicable performance outcomes, criteria and lesson plan guides for assigned subject matter.

6 VAC 20-20-100. (Repealed)

6 VAC 20-20-110. (Repealed)

NOTICE: the forms use in administering 6 VAC 20-20-10 et seq., Rules Relating to Compulsory Minimum Training Standards for Law-Enforcement Officers, are listed below. Any amended forms are reflected in the listing and are published following the listing.

Application for Exemption From Virginia Compulsory Minimum Training Standards, Form W-2, eff. 1/91.

Field Training: Law-Enforcement, B-13, rev. 1/98

Criminal Justice Training Roster, Form 41, rev. 4/94

~~DOCUMENT INCORPORATED BY REFERENCE~~

~~Performance Outcomes for Compulsory Minimum Training For Law Enforcement Officers, December 1997, Department of Criminal Justice Services.~~

**Law Enforcement Performance Outcomes -- Category 1**

**Professionalism**

In conjunction with responding to calls for law enforcement service, the officer must demonstrate professionalism in every aspect of performance of these services. The law enforcement officer faces challenges every day that require knowledge, judgment, skill, and ability from multiple and varied sources. To meet those successfully, the law enforcement officer must attain and maintain professionalism in the performance of all duties. Expected performance outcomes include the following:

**1.1. - 1.5. Professionalism**

- 1.1. Maintain knowledge of law enforcement work.
- 1.2. Maintain a professional appearance with respect to clothing, grooming, and equipment.
- 1.3. Attend briefings or roll calls.
- 1.4. Maintain a courteous relationship with the public to foster a positive relationship.
- 1.5. Behave in a fair and positive manner to develop and maintain trust relationship with the citizenry.



## Law Enforcement Performance Outcomes -- Category 2

### Legal Issues

In conjunction with responding to calls for law enforcement service, the officer must identify legal requirements related to the Constitution of the United States, the Code of Virginia, and/or local ordinances where applicable. Expected performance outcomes include this basic knowledge and cover the following:

#### 2.1 - 2.29 Basic Law

- 2.1. Respond to a request for service by determining whether the facts of a situation are civil or criminal.
- 2.2. Research and acquire necessary information from relevant legal materials.
- 2.3. Identify legal documents as civil or criminal in nature to determine the correct law enforcement response.
- 2.4. Obtain an arrest warrant from proper authority.
- 2.5. Answer questions regarding the progress of a case according to rules of privacy and security controlling access to records.
- 2.6. Take juvenile offenders into custody.
- 2.7. Serve mental health commitment papers.
- 2.8. Apply knowledge of the law related to a death.
- 2.9. Apply knowledge of the law related to a rape or sexual assault.
- 2.10. Apply knowledge of the law related to a robbery.
- 2.11. Apply knowledge of the law related to a felony wounding or a misdemeanor assault and battery.
- 2.12. Apply knowledge of the law related to a residential, commercial, or industrial burglary.
- 2.13. Apply knowledge of the law related to a larceny, extortion, and embezzlement.
- 2.14. Apply knowledge of the law related to malicious mischief, destruction

of property/vandalism, or a hate crime.

2.15. Apply knowledge of the law related to suspicious fires.

2.16. Apply knowledge of the law related to forgery/uttering and counterfeiting.

2.17. Apply knowledge of the law related to fraud.

2.18. Apply knowledge of the law related to weapons/firearms offenses.

2.19. Apply knowledge of the law related to prostitution or other sex offenses.

2.20. Apply knowledge of the law related to gambling.

2.21. Apply knowledge of the law related to controlled substances.

2.22. Apply knowledge of the law related to disorderly conduct.

2.23. Apply knowledge of the law regarding complaints related a homeless person.

2.24. Apply knowledge of the law related to stalking.

2.25. Apply knowledge related to establishing local ordinances.

2.26. Apply knowledge of the law related to a firearm related incident.

2.27. Apply knowledge of the law related to a public drinking violation.

2.28. Apply knowledge of the law related to an abducted person.

2.29. Apply knowledge of the law related to family abuse or family offenses.

### **2.30 - 2.40 Applications**

2.30. Apply knowledge of the law to obtain information from a suspect conforming to constitutional requirements.

2.31. Conduct searches and seizures under the following conditions:

a. with and without a warrant

b. incident to hot pursuit

c. with or without consent

d. incident to arrest

e. conferring with the local Commonwealth's Attorney under unusual search and seizure circumstances

2.32. Use probable cause to search a vehicle.

2.33. Pat down a suspect or search an arrested person.

2.34. Seize contraband, weapons, or stolen property from a suspect.

2.35. Identify, establish custody of, and record a chain of custody for evidence, seized or detained property, or recovered property.

2.36. Identify the legal basis for use of force by a law enforcement officer.

2.37. Identify the circumstances under which a suspect is fingerprinted.

2.38. Take into custody a person who has been detained by a citizen.

2.39. Arrest a person with a warrant.

2.40. Arrest a person without a warrant.

### **2.41 - 2.46. General Liability**

2.41. Demonstrate knowledge of general liability attached to performance of law enforcement duties related to privacy and security of person(s) and information.

2.42. Demonstrate knowledge of general liability attached to performance of law enforcement duties related to use of force (physical restraint and weapons)

2.43. Demonstrate knowledge of general liability attached to performance of law enforcement duties related to false arrest, false imprisonment, and use of warnings vs. arrest

2.44. Demonstrate knowledge of general liability attached to performance of law enforcement duties related to treatment of suspects and arrestee(s)

2.45. Demonstrate knowledge of general liability attached to performance of law enforcement duties related to law enforcement vehicle operations

2.46. Demonstrate knowledge of general liability issues related to performance of law enforcement duties

## Law Enforcement Performance Outcomes -- Category 3

### Communications

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge of and ability to utilize a variety of communication skills designed to support the various duties required of a law enforcement officer. Expected performance outcomes include this basic knowledge and cover the following:

#### 3.1 - 3.16. Verbal

- 3.1. Determine deception, deceit and manipulation through verbal and non-verbal behavioral activities.
- 3.2. Conduct a conference with parent(s) and juvenile(s) to obtain or provide information.
- 3.3. Stop or delay persons attempting to commit suicide.
- 3.4. Prepare for court testimony and testify in traffic court; at legal and administrative proceedings; before grand juries; in criminal trials; in implied consent hearings; or at probable cause hearings.
- 3.5. Obtain information about a complaint or service request from members of the public by telephone.
- 3.6. Describe persons to other officers.
- 3.7. Request verification of an arrest warrant.
- 3.8. Calm emotionally upset individuals and communicate an emergency message.
- 3.9. Calm a situation or convey a message projecting control and self-assurance.
- 3.10. Verbally communicate with people with awareness of different levels of understanding.
- 3.11. Communicate the nature of the complaint to the offender.
- 3.12. Communicate with a barricaded subject to negotiate the release of hostages and encourage surrender.
- 3.13. Demonstrate conflict resolution skills to maintain calm and prevent a situation from becoming worse.

3.14. Interview a child victim of crime.

3.15. Interview an elderly victim of crime.

3.16. Talk with families of adult defendants to advise, inform, and notify.

**3.17 - 3.19. Written**

3.17. Prepare incident/complaint reports and related paperwork in order to facilitate a misdemeanor or felony prosecution.

3.18. Write a field intelligence/interview report.

3.19. Write concise, word-for-word statements for suspects, victims, and for admission as evidence.

## Law Enforcement Performance Outcomes -- Category 4

### Patrol

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge and ability to perform duties related to patrol functions. Expected performance outcomes include this basic knowledge and cover the following:

#### 4.1 - 4.33 General Law Enforcement

- 4.1. Conduct photographic line-up to identify arrestee/suspects.
- 4.2. Assess need to evacuate buildings and surrounding areas endangered by threat of explosion or by toxic gases, liquids or other hazardous spilled materials.
- 4.3. Locate vehicle identification number.
- 4.4. Inspect motor vehicle to identify safety violations.
- 4.5. Patrol areas restricted due to man-made or natural disasters.
- 4.6. Establish a security perimeter.
- 4.7. Develop and maintain field contacts and intelligence sources.
- 4.8. Investigate a suspicious vehicle.
- 4.9. Request use of a police dog appropriately.
- 4.10. Restore peace at a loud party.
- 4.11. Provide building security.
- 4.12. Observe individual to recognize signs of abnormal behavior. Assess need for mental or medical evaluation, or help and resources from another source. Take into involuntary custody a person displaying behavior which gives the officer probable cause to believe that mental illness exists using appropriate Code of Virginia requirements.
- 4.13. Conduct a preliminary or continuing investigation of family disturbances, family offenses, or family abuse.
- 4.14. Conduct a preliminary investigation of events relating to malicious mischief.

- 4.15. Conduct a preliminary investigation of events relating to a controlled substance.
- 4.16. Conduct a preliminary investigation of events relating to an animal complaint.
- 4.17. Respond to and conduct a preliminary investigation of events relating to a lost/missing/abducted person.
- 4.18. Respond to a residential alarm and an in-progress alarm.
- 4.19. Investigate suspicious person or activity.
- 4.20. Search for a person in a building or environment.
- 4.21. Identify and document signs of gang activity.
- 4.22. Handle a runaway complaint.
- 4.23. Search a suspect vehicle with probable cause or incident to arrest. Transport and escort arrestees to various destinations, searching vehicles before and after transport.
- 4.24. Conduct stationary and moving surveillance of individuals, vehicles, etc.
- 4.25. Pursue a suspected offender on foot.
- 4.26. Instruct bystanders to assist.
- 4.27. Direct actions of officers or other emergency personnel arriving to assist.
- 4.28. Guard an arrested suspect.
- 4.29. Verify that a warrant is valid on its face.
- 4.30. Conduct a preliminary investigation of events relating to a fraud.
- 4.31. Conduct a preliminary investigation of events relating to gambling.
- 4.32. Conduct a preliminary investigation of events relating to prostitution and sex offenses.
- 4.33. Conduct a preliminary investigation of events relating to forgery/uttering and counterfeiting, and follow-up when assigned.



#### **4.34 - 4.38. Aid and Assistance**

4.34. Inform a crime victim about the procedures to file a claim.

4.35. Inform a crime victim about the procedures to pursue prosecution.

4.36. Determine the need for and type of assistance required relating to a medical aid call.

4.37. Assess need of an arrestee for medical attention.

4.38. Respond to calls for service related to disasters and various rescue operations

#### **4.39 - 4.47 Traffic Enforcement**

4.39. Direct traffic using flashlight, illuminated baton, or hand signals while controlling traffic and use proper body mechanics to direct multiple lanes of traffic.

4.40. Conduct a traffic stop resulting in enforcement action.

4.41. Make a high risk traffic stop.

4.42. Place emergency traffic control signs/signals or place barricades, flares or traffic cone patterns on roadway to direct traffic, protect area, vehicles, etc.

4.43. Ensure proper functioning of traffic control devices.

4.44. Assist stranded motorists and remove vehicles obstructing traffic.

4.45. Identify and enforce traffic laws.

4.46. Respond to and conduct a preliminary or follow-up investigation of DUI--  
Intoxicants/Drugs.

4.47 Conduct a traffic checking detail.

#### **4.48. Traffic Accidents**

4.48. Investigate general traffic accidents and those involving personal injury, fatality, or vehicular assault, and inspect vehicles involved in traffic accidents to assess damage, determine cause, and test operability of vehicles.

#### **4.49. Community Policing**

4.49. Respond to general information questions from the public.

#### **4.50. - 4.52. Crime Prevention**

4.50. Advise residents or business people about ways to secure their homes/facilities.

4.51. Identify ways to assist in preventing crime.

4.52. Conduct foot and vehicle patrol.

#### **4.53. Crime Scene Assistance**

4.53. Determine the need for specialized assistance at a crime scene.

#### **4.54. - 4.56. First Aid/CPR**

4.54. Administer Cardio-pulmonary resuscitation and basic first aid.

4.55. Assist with emergency delivery of a baby.

4.56. Use protective gear to prevent contact with infectious diseases.

## Law Enforcement Performance Outcomes -- Category 5

### Investigations

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge and ability relating to investigational skills designed to support the various duties of a law enforcement officer. Expected performance outcomes include this basic knowledge and cover the following:

#### 5.1. - 5.15 Crime Scene Investigation Assistance

- 5.1. Analyze and compare incidents of criminal behavior related to modus operandi.
- 5.2. Conduct a field suspect identification (“show-up”).
- 5.3. Communicate with law enforcement personnel within the agency or with other agencies to exchange information in order to obtain or provide assistance.
- 5.4. Conduct a neighborhood canvas to collect crime related information.
- 5.5. Locate crime witness(es) and suspects, and eliminate suspects to a crime.
- 5.6. Investigate cases of child abuse and neglect or elder abuse and neglect.
- 5.7. Conduct a preliminary investigation related to a death, and follow-up when assigned. Review with medical examiner the circumstances related to a death.
- 5.8. Conduct a preliminary investigation of rape or sexual offenses, and follow-up when assigned.
- 5.9. Conduct a preliminary investigation of a robbery, and follow-up when assigned.
- 5.10. Conduct a preliminary investigation of a residential, commercial, or industrial burglary, and follow-up when assigned.
- 5.11. Conduct a preliminary investigation of an assault, and follow-up when assigned.
- 5.12. Conduct a preliminary investigation of a larceny, and follow-up when assigned. Estimate and record the value of stolen or recovered goods. Conduct an investigation to locate, identify and return stolen property.
- 5.13. Conduct a preliminary investigation of a hate crime, and follow-up when assigned.

5.14. Conduct a preliminary investigation of suspicious fires, and follow-up when assigned.

5.15. Conduct a preliminary investigation of weapons/firearms offenses, and follow-up when assigned.

### **5.16. - 5.21 Evidence Handling and Documentation**

5.16. Observe, protect and preserve wounds, injuries, and evidence pertaining to dead bodies and notify proper authority.

5.17. Photograph or videotape crime scene for evidence documentation and scene depiction.

5.18. Record locations of all evidence recovered from a crime scene.

5.19. Identify investigative and potential laboratory value of evidence from crime scenes, and crime lab analyses that help investigative efforts.

5.20. Locate, evaluate, collect or protect evidence from a crime scene. Prepare fingerprints, questioned documents, and other evidence for lab submission.

5.21. Identify the circumstances under which a suspect may be lawfully fingerprinted and obtain classifiable fingerprints for the purpose of subject identification.

### **5.22 - 5.24. Interviews**

5.22. Interview a complainant, witness, victim or suspect.

5.23. Interview medical personnel to obtain information.

5.24. Ensure full understanding of words of the interviewee, suspect, etc.

### **5.25. - 5.26 Tracing and Checking**

5.25. Examine public records or records that are for law enforcement purposes only to help locate missing or wanted persons.

5.26. Determine reliability and credibility of a witness.

## Law Enforcement Performance Outcomes -- Category 6

### Defensive Tactics/Use of Force

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge of and ability to utilize a variety of defensive tactics along with judgment necessary to evaluate a situation relating to appropriate use of force. The safety of the officer and the public being served is vitally influenced by this knowledge and ability. Expected performance outcomes include this basic knowledge and cover the following:

#### 6.1. - 6.5 Officer Safety

- 6.1. Pat down a suspect or search an arrested person.
- 6.2. Restrain publicly intoxicated, disruptive, or violent individuals.
- 6.3. Participate in raids and searches when assigned.
- 6.4. Extract a person out of a vehicle who is resisting arrest.
- 6.5. Approach pedestrian suspects/subjects on foot and from a patrol vehicle.

#### 6.6 - 6.9. Judgment and Use of Force Criteria

- 6.6. Identify the use of force necessary and appropriate to law enforcement services.
- 6.7. Control non-violent groups, hostile groups, and/or disorderly assemblies and when necessary, physically restrain a crowd or confront in riot formation.
- 6.8. Break up fights between two or more persons.
- 6.9. Determine the need for the use of deadly force threat and take appropriate action.

### **6.10. - 6.15. Weaponless Defense Techniques**

6.10. Use weaponless techniques to subdue a person resisting arrest or to control a person.

6.11. Subdue a physically attacking person.

6.12. Subdue a resisting suspect and place in a prone position.

6.13. Pursue a fleeing suspect on foot and subdue the suspect when apprehended.

6.14. Use touch pressure to control a person without injury.

6.15. Disarm an armed suspect.

### **6.16. Impact Weapon Techniques**

6.16. Use an impact weapon to control a person.

### **6.17. Physical Restraints**

6.17. Handcuff suspect(s) or arrestee(s) and apply leg restraints to arrestee(s).

### **6.18. Chemical Agents**

6.18. Use chemical agents and other crowd management equipment.

## Law Enforcement Performance Outcomes -- Category 7

### Weapons Use

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge of and ability to utilize a variety of weapons along with judgment necessary to evaluate a situation relating to appropriate use of force. The safety of the officer and the public being served is vitally influenced by this knowledge and ability. Expected performance outcomes include this basic knowledge and cover the following:

#### 7.1. - 7.6. Firearms - Using, Cleaning, Transporting, Security

7.1. Clean and inspect weapon system

7.2. Using proper hand grip and observation, draw issued revolver from holster.

7.3. Clear stoppages in revolvers.

7.4. Fire a handgun in various combat situations using issued equipment and maintain a score of 70% or better on an approved course of fire with issued duty weapon for daylight and low light or nighttime conditions.

7.5. Secure weapons while off duty.

7.6. Carry a firearm when off duty.

## Law Enforcement Performance Outcomes -- Category 8

### Driver Training

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge of and ability to drive a law enforcement vehicle. The safety of the officer and the public being served is vitally influenced by this knowledge and ability. Expected performance outcomes include this basic knowledge and cover the following:

#### 8.1. - 8.7. Judgment and Application

8.1. Identify factors to consider when engaging in high risk pursuit driving or emergency response driving.

8.2. Recover from high speed response driving and pursuit driving off road at various speeds.

8.3. Identify techniques of pursuit driving and emergency response driving on an open road.

8.4. Control a vehicle on various road surfaces and conditions.

8.5. Operate a patrol vehicle.

8.6. Demonstrate physical skills needed to operate a patrol vehicle.

8.7. Establish a stationary roadblock using a patrol vehicle to assist in apprehending suspects.



## Law Enforcement Performance Outcomes -- Category 9

### Physical Training

In conjunction with responding to calls for law enforcement service, the officer must demonstrate knowledge of physical skills and ability necessary to carry out law enforcement tasks. The safety of the officer and the public being served is vitally influenced by this knowledge and ability. Expected performance outcomes include this basic knowledge and cover the following:

#### 9.1. - 9.8. Fit for Service

9.1. Crawl under an obstacle.

9.2. Sprint at full speed for a distance of 50 yards.

9.3. Run a distance of 1/2 mile.

9.4. Run a course through varying terrain.

9.5. Climb four flights of stairs.

9.6. Extend arm to reach and search tight spaces.

9.7. Assist person to prevent falling, move to a place of safety, and support person to a safe position.

9.8. Hold a flashlight in various positions while performing various law enforcement duties.

## **9.9. - 9.17 Injury Avoidance**

- 9.9. Push open an unlocked door that is partially blocked with shoulder/arm movement to gain entry using techniques to minimize injury.
- 9.10. Kick open a door using techniques to minimize injury.
- 9.11. Climb up and down 8 feet on a vertical ladder using techniques to help minimize injury.
- 9.12. Jump down from a height of 2 feet without using hands and drop down from a height of 4 feet using hands using techniques to minimize injury.
- 9.13. Cross over a fence of a minimum of 4 feet in height or according to heights permitted by local ordinance; jump or vault over obstacles of various heights using techniques to minimize injury.
- 9.14. Climb through a window or other similar opening using techniques to minimize injury.
- 9.15. Drag or push a heavy object other than a vehicle using techniques to minimize injury and, when necessary, extract a person from a vehicle to effect a rescue.
- 9.16. Push a motor vehicle by yourself out of a lane of traffic at least 25 feet using techniques to minimize injury.
- 9.17. Push a motor vehicle with the help of another person out of a lane of traffic at least 25 feet using techniques to minimize injury.

## Law Enforcement Performance Outcomes -- Category 10

### Field Training

In conjunction with responding to calls for law enforcement service, the officer must identify requirements related to the employing law enforcement agency, local court systems, local government structures, and community resources and agencies which may assist a person in need. Expected performance outcomes include this basic knowledge and cover the following:

#### 10.1. - 10.46 Department Policies, Procedures, and Operations (General Law Enforcement)

- 10.1. Identify department policy and procedure related to handling traffic accidents with injuries and/or fatalities.
- 10.2. Identify department policy and procedure related to handling traffic accidents without injuries and/or fatalities.
- 10.3. Identify department policy and procedure related to giving warning notices for and/or impounding abandoned vehicles.
- 10.4. Identify department policy regarding assistance to motorists by starting vehicles using jumper cables.
- 10.5. Identify department policy regarding transportation of persons needing assistance.
- 10.6. Identify department policy regarding vehicle operations.
- 10.7. Identify department policy regarding high risk motor vehicle stops.
- 10.8. Identify department policy regarding emergency response driving.
- 10.9. Identify department policy regarding use of a patrol vehicle as a barrier to assist in apprehending a suspect.
- 10.10. Identify department policy regarding traffic checking details.
- 10.11. Identify department policy regarding any special requirements associated with investigation of accidents involving law enforcement vehicles.
- 10.12. Identify department policy for notifying proper authority to direct removal of vehicles obstructing traffic.

10.13. Identify department policy and procedure to check patrol vehicle speedometer calibration.

10.14. Identify department procedure to repair or replace non-functioning equipment.

10.15. Identify department procedure to prioritize and document telephone interviews about complaints or requests for service.

10.16. Identify department procedure for handling complaints about law enforcement personnel.

10.17. Identify department policy relating to explanation of the nature of complaints to offenders.

10.18. Identify department policy and procedure relating to the use of restraints, safety equipment, and transporting arrestees.

10.19. Identify department policy regarding discretionary arrest.

10.20. Identify department policy regarding use of force issues, physical restraints, and weapons.

10.21. Identify department policy regarding issues of false arrest.

10.22. Identify department policy regarding treatment of arrestee(s).

10.23. Identify department policy regarding privacy and security of person and information.

10.24. Identify department policy and procedure regarding strip searches of arrestees.

10.25. Identify department policy regarding taking intoxicated persons to detox, jail or a lockup.

10.26. Identify department policy regarding false alarms.

10.27. Identify department policy regarding shoplifting complaints.

10.28. Identify department policy relating to visual checks of homes or businesses to ensure security.

10.29. Identify department policy relating to escorting money, valuables, or people to provide security.

10.30. Identify department policy and procedure relating to a found person.

10.31. Identify department policy and procedures relating to lost property.

10.32. Identify department policy and procedures relating to found property.

10.33. Identify department policy regarding family abuse/domestic violence issues.

10.34. Identify department policy relating to hostage negotiations.

10.35. Identify department policy relating to barricaded subjects.

10.36. Identify department policy and procedure to follow when participating in raids involving multiple agencies.

10.37. Identify department policy and components of emergency disaster response plans.

10.38. Identify department policy regarding when to check with supervisors regarding follow-up investigations.

10.39. Identify department policy relating to carrying a firearm when off duty.

10.40. Identify department policy regarding self-identification as a law enforcement officer.

10.41. Identify department policy on providing information to persons participating in ride-along programs.

10.42. Identify department policy related to the use of a K-9.

10.43. Identify department policy related to use of speed enforcement devices to clock rated speed when assigned.

10.44. Identify department policy related to use of a patrol vehicle.

10.45. Read and comprehend department policies and apply same to law enforcement practices.

10.46. Identify department recruitment policies and be able to explain these.

**10.47. - 10.52 Local Government Structure and Local Ordinances**

10.47. Upon request, explain to a violator the county or municipal ordinance that is the basis for a summons.

10.48. Identify violations which are reportable to proper authority of an educational institution (e.g., truancy, drinking, etc.).

10.49. Identify local ordinances related to loitering, panhandling, nuisances, and other behaviors not specifically covered in the Code of Virginia.

10.50. Identify local ordinances related to animal complaints.

10.51. Identify local ordinances related to noise violations.

10.52. Issue citations for violations of various ordinances.

**10.53. - 10.56. Court Systems, Personnel, Functions, and Locations**

10.53. Identify procedures which help to maintain effective relations with court personnel officials.

10.54 Explain court procedures to suspects, victims, and witnesses.

10.55. Identify local resources that may assist an arrestee in obtaining bail.

10.56. Identify how to contact office of commonwealth attorney with questions regarding prosecution.

**10.57. - 10.59. Resources and Referrals**

10.57. Identify and provide referral to appropriate social services or help agencies according to need.

10.58. Identify local agencies available to assist victims of rape and/or other sex crimes.

10.59. Provide street directions in patrol and jurisdiction areas.

### **10.60. - 10.68. Records and Documentation**

- 10.60. Identify court and legal papers for filing and record keeping.
- 10.61. Identify department policy and procedure relating to access to department records and NCIC or VCIN.
- 10.62. Identify department procedure to contact Commonwealth's Attorney regarding paperwork for seizure of items related to asset forfeiture.
- 10.63. Identify department format for entering data on cards for filing.
- 10.64. Identify department procedures to initial, mark, and label evidence and seized, detained or recovered property to establish chain of custody and maintain inventory storage requirements.
- 10.65. Identify department policy and procedure for disposition of property and evidence (release or destruction).
- 10.66. Identify department procedures to file and retrieve documents in records system.
- 10.67. Identify department policy and procedure relating to VCIN and NCIC entry for lost, missing, or abducted person.
- 10.68. Provide mutual assistance in reviewing reports for completeness and accuracy when requested.

### **10.69. - 10.72. Administrative Handling of Mental Cases**

- 10.69. Identify department policy related to handling cases of mental illness/ abnormal behavior and taking into custody when necessary.
- 10.70. Identify department procedure to serve mental health commitment papers (emergency custody orders or temporary detention orders only).
- 10.71. Identify department procedure regarding pick-up, transport, delivery locations and processing of mental patients.
- 10.72. Identify department procedures for contacting mental health resources.

**10.73. - 10.77. Local Juvenile Procedures**

10.73. Identify department policy related to local juvenile procedures.

10.74. Identify department policy relating to the apprehension of juvenile offenders and placement in custody.

10.75. Identify department policy regarding advising juveniles of their constitutional rights without a parent present.

10.76. Identify department policy relating to the transportation of juveniles to a home or a detention center.

10.77. Identify department policy for handling a juvenile complaint.

**10.78. - 10.81. Detention Facilities and Booking Procedures**

10.78. Identify department procedures for booking an arrested person.

10.79. Identify department procedures for photographing the arrested person from front and side views.

10.80. Observe and evaluate physical condition of arrestee to assess need for medical attention.

10.81. Recognize signs of mental illness/disability to assess need for psychiatric attention.

**10.82. - 10.89. Facilities and Territory Familiarization**

10.82. Identify streets in patrol and jurisdiction areas.

10.83. Demonstrate patrol procedures during department training.

10.84. Identify components of department emergency response plan for disasters.

10.85. Investigate damage to roadways to assess safety, repair needs, etc.

10.86. Issue parking tickets.

10.87. Analyze weather and road conditions to assess need for emergency equipment such as snow plow, sand trucks, etc.



10.88. Investigate unusual odors.

10.89. Investigate unusual sounds or noises.

**10.90. - 10.95. Miscellaneous**

10.90. Sit, stand, or walk for 4 hours or more out of an 8 hour time frame on a non-continuous basis without pain or fatigue.

10.91. Identify radio codes or communications language used by the department.

10.92. Operate the department's preliminary breath test equipment to test blood alcohol content.

10.93. Demonstrate or explain use of department camera to photograph accident scene or crime scene.

10.94. Demonstrate a photographic line-up.

10.95. Test operate communications equipment to be sure it is in working order.