

Arroyo Grande Police Department *Ensuring Quality of Life*

Training Plan & Employee Career Path Guide

If you choose law enforcement,
You lose the right to be unfit.
Mind – Body – Spirit

Nobility of Policing – Guardians of Democracy



INTRODUCTION

The Arroyo Grande Police Department has a responsibility for the continual growth and development of its personnel. Through a combined effort in the areas of professional training and personal education, we believe an employee can achieve both professional and personal excellence as well as individual career goals. By doing so, the Department will ensure its personnel possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the community we serve.

PURPOSE

The purpose of the Arroyo Grande Police Department Training Plan and Succession Career Path Guide is to:

1. Meet Mandated, Essential and Desirable training requirements;
2. Enhance the level of law enforcement service to the public;
3. Increase the technical expertise and overall effectiveness of our personnel;
4. Provide for continued professional and career development of Department personnel.

The Training Plan is designed to identify the training needs of every rank/position and task/specialized assignment within the Department. This plan should be used as an objective tool that assists with bringing uniformity and consistency to training, while providing employees with the greatest opportunity for success. It is a tool to be used by supervisors and managers on a regular basis, in their effort to meet the training needs of their employees and/or evaluating training requests from employees.

The Police Department will strive to use a broad spectrum of training sources for the educational and professional development of its employees. Whenever possible, the Department will use courses certified by the Commission on Peace Officer Standards and Training (P.O.S.T.).

It is understood that the Training and Succession Plan in no way identifies all of the training that will occur for members of the Arroyo Grande Police Department. Additionally, it does not guarantee that a member will receive all of the training that has been identified for his/her position, with the exception of the training that has been identified as Mandatory.

To make professional and personal goals possible to the employee, the Department has placed an emphasis in two areas which will be administered by the Support Services Commander:

1. Law Enforcement Professional Training
2. College Education

The Support Services Commander will conduct an annual training needs assessment of the Police Department. The needs assessment will be reviewed by the Police Department's Administrative Team. Upon approval of the Administrative Team, the needs assessment will form the basis for the Training Plan for the upcoming fiscal year.

The Training Manager is responsible for coordinating the delivery of Law Enforcement Professional Training to all Department personnel as well as the day to day operations of the training program and ensuring training compliance with P.O.S.T. regulations, federal and state statutes and City policy.

The Training Manager will notify each employee as soon as possible of scheduled training via inter-office memo. This memo will provide the course title, date, time and location of the training. The Training Manager will distribute remaining paperwork and any reimbursement checks approximately one to two weeks prior to the training.

TRAINING MANAGEMENT SYSTEM (TMS)

TMS is utilized by the Training Manager and the Executive Secretary to track all departmental training. The Training Plan for both Rank and Task Assignments have been entered into TMS. It is important that notification and documentation of all training be forwarded to the Training Manager and Executive Secretary to ensure that information is entered into the TMS program. This allows for supervisors to identify training deficiencies and ensure compliance.

TRAINING PLAN

The Training Plan is divided into two sections:

Section 1: Rank/Position Assignment

This section of the Training Plan contains a list of all sworn and civilian rank positions within the structure of the police department

Section 2: Task/Specialized Assignment

This section of the Training Plan is a list of all task/specialty assignments with the Department and are assigned to a [Training Group](#) within TMS. The Detective Sergeant will also be required to complete the Detective training if no prior Detective experience.

Within each section training subjects are categorized as follows:

- | | |
|------------------|--|
| Mandated | Training in this category is required by Federal law, State law, and/or Department policy. Unless otherwise noted this training should be completed within one year of appointment to the position. |
| Essential | This training has been designated by the Department as necessary for the professional development of an employee in his/her specified rank and or task/assignment. |
| Desirable | Upon completion of the mandatory and essential courses, an employee may pursue additional interest in their law enforcement training. The Department will make a positive effort to accommodate an individual's desired career path, with consideration for the needs of the Department and anticipated employee career direction. |

In many instances an employee will be simultaneously guided by multiple sections of the Training Plan, an example would be a police officer currently assigned as a Field Training Officer. That employee will need

to meet the training needs of both the Police Officer rank assignment and the Field Training Officer task assignment.

CONTINUAL PROFESSIONAL TRAINING

PERISHABLE SKILLS HIGH-LIABILITY AREAS – ANNUAL TRAINING

Arrest and Control	8 hours
* First Aid / CPR	8 hours
Communications	8 hours
Crisis Intervention and Mental Health	8 hours
Emergency Vehicle Operation	4 hours
Firearms	22 hours
Force Option Simulator	4 hours
Legal Updates	2 hours

* Includes Professional Staff

ADDITIONAL PERISHABLE SKILLS – ANNUAL TRAINING

Annual Policy Review
Biased-Based Policing
Domestic Violence Update
* Blood-borne Pathogens
* CLETS
Ethics
Impact Weapons
* Sexual Harassment Prevention
Tactical Communications
Taser

* Includes Professional Staff

PROFESSIONAL CERTIFICATES AND LICENSES

P.O.S.T. Basic Certificate
P.O.S.T. Intermediate
P.O.S.T. Advanced
P.O.S.T. Supervisory
P.O.S.T. Management
P.O.S.T. Executive

ANNUAL REVIEW

In May of each year Police Administration and the Training Manager will conduct an annual training needs assessment of the Police Department. The assessment will form the basis for the training plan for the fiscal year.

Training Plan



All Professional Staff

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Bloodborne Pathogens

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Fire Extinguisher Operation

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: First Aid/CPR/AED

Continuing Requirement: Complete 8 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Legal Update

Continuing Requirement: Complete 2 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Preventing Discrimination/Harassment

Continuing Requirement: Complete 4 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Tools for Tolerance

Initial Requirement: Complete 16 Hours of specified training within 1 Relative Year beginning after Hire Date.

Training Plan



All Sworn Personnel

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: ARCON

Continuing Requirement: Complete 4 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Baton / Impact Weapon

Initial Requirement: Complete any amount of specified training within 1 Day including Assignment Date.

Subject Title: Baton / Impact Weapon Update

Continuing Requirement: Complete any amount of specified training every 2 Relative Years. (Recurring Method)
Begins 2 Relative Years after Hire Date (Include Employees assigned during the period)
Current period ends on/after Target date.

Subject Title: Biased-Based Policing

Continuing Requirement: Complete 2 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Bloodborne Pathogens

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Continued Professional Training (CPT)

Continuing Requirement: Complete 24 Hours of specified training every 2 Relative Years. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Domestic Violence Update

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Emergency Vehicle Operation (EVOG)

Continuing Requirement: Complete 4 Hours of specified training every 1 Relative Year. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Training Plan



All Sworn Personnel	(Continued)
Training Requirement(s)	(Continued)
Mandated	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: Fire Extinguisher Operation

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: First Aid/CPR/AED

Continuing Requirement: Complete 8 Hours of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Force Options Simulator

Continuing Requirement: Complete 4 Hours of specified training every 1 Relative Year. (Recurring Method)
 Begins on Assignment Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Hearing Conservation

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Legal Update

Continuing Requirement: Complete 2 Hours of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Preventing Discrimination/Harassment

Continuing Requirement: Complete 2 Hours of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Pursuit Policy Review

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Training Plan



All Sworn Personnel	(Continued)
Training Requirement(s)	(Continued)
Mandated	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: Range

Continuing Requirement: Complete 6 Hours of specified training every 1 Calendar Quarter. (Recurring Method)
 Begins 1 Relative Week after Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Respiratory Protection / Fit Testing

Continuing Requirement: Complete 1 Hour of specified training every 1 Relative Year. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Tactical Communications

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Taser - Recertification

Continuing Requirement: Complete 4 Hours of specified training every 2 Relative Years. (Recurring Method)
 Begins on Hire Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Tools for Tolerance

Initial Requirement: Complete 16 Hours of specified training within 1 Relative Year beginning after Hire Date.

Essential

Subject-based Training Requirement

Subject Title: Crisis Intervention

Continuing Requirement: Complete 4 Hours of specified training every 1 Relative Year. (Constant Method)
 Begins on Assignment Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Training Plan



Background Investigator

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Background Investigation Core Course

Initial Requirement: Complete 32 Hours of specified training before Hire Date.

Essential

Subject-based Training Requirement

Subject Title: Background Investigations Update

Initial Requirement: Complete 16 Hours of specified training within 5 Relative Years beginning after Assignment Date.

Training Plan



Bicycle Patrol
Training Requirement(s)
Essential
Subject-based Training Requirement

Subject Title: Bicycle Patrol

Initial Requirement: Complete any amount of specified training before Assignment Date.

Training Plan



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Cadet

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: CLETS - Less Than Full Access

Initial Requirement: Complete any amount of specified training within 1 Relative Month including Hire Date.

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Training Plan

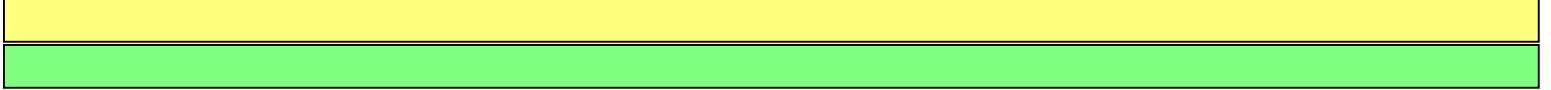


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Canine Officer

No Requirements Defined



Training Plan



Chief of Police

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: CJIS Security Awareness

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
 Begins 1 Relative Month after Rank Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Essential

Subject-based Training Requirement

Subject Title: Executive Development Part 1

Initial Requirement: Complete 40 Hours of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Executive Development Part 2

Initial Requirement: Complete 40 Hours of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: FBI Executive Development

Initial Requirement: Complete 675 Hours of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: ICS 400

Initial Requirement: Complete 8 Hours of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Public Service Ethics Education

Continuing Requirement: Complete 2 Hours of specified training every 1 Relative Year. (Recurring Method)
 Begins on Rank Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Subject Title: Role of the Police Chief

Initial Requirement: Complete 24 Hours of specified training within 1 Relative Year beginning after Rank Date.

Desirable

Subject-based Training Requirement

Subject Title: IACP Conference

Initial Requirement: Complete any amount of specified training within 1 Relative Year including Assignment Date.

Continuing Requirement: Complete any amount of specified training every 1 Relative Year. (Recurring Method)
 Begins on Assignment Date (Exclude Employees assigned during the period)
 Current period ends before Target date.

Training Plan



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Chief of Police	(Continued)
Training Requirement(s)	(Continued)
Desirable	(Continued)
Subject-based Training Requirement	(Continued)

Training Plan



Commander

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: CJIS Security Awareness

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Management Course

Initial Requirement: Complete 104 Hours of specified training within 1 Relative Year beginning after Rank Date.

Essential

Subject-based Training Requirement

Subject Title: ICS 300

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: ICS 400

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Internal Affairs Investigation

Initial Requirement: Complete 40 Hours of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: IS 800

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Media Relations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Officer Involved Shooting

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Training Plan



Commander	(Continued)
Training Requirement(s)	(Continued)
Essential	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: Property & Evidence Room Management

Initial Requirement: Complete any amount of specified training within 1 Relative Year including Assignment Date.

Subject Title: Public Records Act

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Public Service Ethics Education

Continuing Requirement: Complete any amount of specified training every 1 Relative Year. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Training Administrator Course

Initial Requirement: Complete 16 Hours of specified training within 1 Relative Year beginning after Assignment Date.

Desirable
Subject-based Training Requirement

Subject Title: Administration of the Background Process

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Command College

Initial Requirement: Complete 268 Hours of specified training within 1 Relative Year beginning after Rank Date.

Training Plan



Detective

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Child Abuse Course

Initial Requirement: Complete 24 Hours of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Sexual Assault Investigatons

Initial Requirement: Complete any amount of specified training within 18 Calendar Months beginning after Assignment Date.

Essential

Subject-based Training Requirement

Subject Title: CHOP

Initial Requirement: Complete any amount of specified training within 1 Relative Year including Assignment Date.

Subject Title: Criminal Investigation Core Course

Initial Requirement: Complete 80 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Elder / Dependent Adult Abuse

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Homicide Investigation Course

Initial Requirement: Complete 80 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Internet Crimes

Initial Requirement: Complete any amount of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Property & Evidence Function

Initial Requirement: Complete any amount of specified training within 18 Relative Months beginning after Assignment Date.

Training Plan



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Detective (Continued)

Training Requirement(s) (Continued)

Essential (Continued)

Subject-based Training Requirement (Continued)

Subject Title: Robbery Investigation Course

Initial Requirement: Complete 80 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: Electronic Surveillance / Wiretap

Initial Requirement: Complete 8 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Gangs - CA Investigators Association - Conference

Initial Requirement: Complete 24 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Gangs - CAL GANGS Computer System

Initial Requirement: Complete 16 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: Gangs - Gang Investigations

Initial Requirement: Complete 40 Hours of specified training within 18 Relative Months beginning after Assignment Date.

Subject Title: ICI Certificate Program

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: ID Theft

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Introduction to ICAC

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Detective	(Continued)
Training Requirement(s)	(Continued)
Desirable	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: Officer Involved Shooting

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Setting Bail at Booking

Initial Requirement: Complete 30 Minutes of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Detective - Computer Forensics

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: BitTorrent Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Cellebrite Certified Operator

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Computer Forensics - Macintosh

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ Cell Phone Forensics / Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ Computer Crime / High Tech Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ Computer Digital Evidence Recovery

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ PC Forensics - Specialized Investigative Tools

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: ICAC Advanced Under Chat

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: ICAC Investigative Techniques

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Detective - Computer Forensics

(Continued)

Training Requirement(s)

(Continued)

Essential

(Continued)

Subject-based Training Requirement

(Continued)

Subject Title: ICAC Online Ads

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Magnet Axiom Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: Cellebrite Certified Physical Analyst

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ PC Forensics Advanced Computer Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: ICAC Investigation of Cybertips

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Magnet Advanced Computer Forensics

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Magnet Axiom Cyber Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Social Media and Open Source Investigations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Detective Sergeant

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: CJIS / SCAR Access

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Investigative Supervisor Course

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Narcotic Unit Supervision

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Property & Evidence Room Management

Initial Requirement: Complete any amount of specified training within 1 Relative Year including Assignment Date.

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Training Plan



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Executive Assistant

No Requirements Defined



Training Plan



Explorer

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: Explorer Academy

Initial Requirement: Complete any amount of specified training before Rank Date.

Subject Title: Explorer Meeting

Continuing Requirement: Complete any amount of specified training every 1 Calendar Month. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Desirable

Subject-based Training Requirement

Subject Title: Explorer Competition

Continuing Requirement: Complete any amount of specified training every 1 Calendar Year. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Training Plan



Explorer Advisor

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Youth Protection Program

Initial Requirement: Complete any amount of specified training before Assignment Date.

Continuing Requirement: Complete any amount of specified training every 1 Relative Year. (Constant Method)
Begins on Assignment Date (Include Employees assigned during the period)
Current period ends on/after Target date.

Training Plan



Field Training Officer

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Crisis Intervention Training for FTO

Initial Requirement: Complete 8 Hours of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Field Training Officer - Basic

Initial Requirement: Complete 40 Hours of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Field Training Officer - Update

Continuing Requirement: Complete 24 Hours of specified training every 3 Relative Years. (Recurring Method)
Begins 3 Relative Years after Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Desirable

Subject-based Training Requirement

Subject Title: Instructor - Academy Instructor Certification Course

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Instructor - Report Writing for Instructors

Initial Requirement: Complete 36 Hours of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: POST Assertive Supervision

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

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Training Plan



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Field Training Sergeant

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Field Training Program SAC Course

Initial Requirement: Complete any amount of specified training within 1 Calendar Year beginning after Assignment Date.

Arroyo Grande Police Department
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Fleet & Equipment Technician

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Fleet Management

Initial Requirement: Complete any amount of specified training before Assignment Date.

Training Plan



Instructor - Active Shooter

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: Instructor - Active Shooter

Initial Requirement: Complete any amount of specified training by Assignment Date.

Continuing Requirement: Complete any amount of specified training every 5 Relative Years. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

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Instructor - ALICE

No Requirements Defined



Training Plan



Instructor - ARCON

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Instructor - ARCON Instructor Basic

Initial Requirement: Complete any amount of specified training before Assignment Date.

Essential

Subject-based Training Requirement

Subject Title: Instructor - ARCON Instructor Update

Initial Requirement: Complete any amount of specified training before Assignment Date.

Continuing Requirement: Complete any amount of specified training every 5 Relative Years. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Training Plan



Instructor - Firearms

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Instructor - Firearms Instructor Course Basic

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Instructor - Firearms Instructor Update

Continuing Requirement: Complete any amount of specified training every 5 Relative Years. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Essential

Subject-based Training Requirement

Subject Title: Instructor - Less Lethal Instructor Course

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Instructor - Police Response to Active Shooter Instructor Certification

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Instructor - Rifle Instructor Course

Initial Requirement: Complete any amount of specified training before Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: Armorer

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Instructor - Pepper Ball Instructor

Initial Requirement: Complete any amount of specified training within 1 Day beginning after Assignment Date.

Training Plan



Instructor - Impact Weapon / Baton

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Instructor - Baton / Impact Weapon

Initial Requirement: Complete any amount of specified training before Assignment Date.

Essential

Subject-based Training Requirement

Subject Title: Instructor - Baton / Impact Weapon Instructor Update

Initial Requirement: Complete any amount of specified training within 1 Day including Assignment Date.

Continuing Requirement: Complete any amount of specified training every 5 Relative Years. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Training Plan



Instructor - Taser

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Instructor - Taser Instructor Certification

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Instructor - Taser Instructor Recertification

Initial Requirement: Complete any amount of specified training within 1 Day including Assignment Date.

Continuing Requirement: Complete any amount of specified training every 2 Relative Years. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Arroyo Grande Police Department
Training Plan

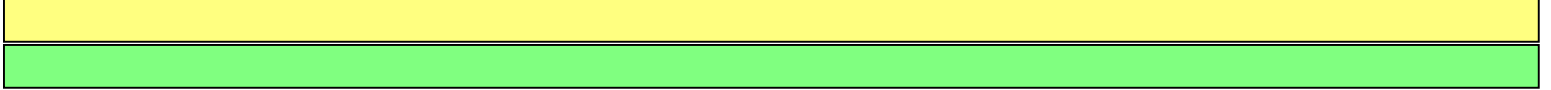


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K-9 Officer

No Requirements Defined



Training Plan



Patrol Sergeant

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Supervisory Course

Initial Requirement: Complete 80 Hours of specified training within 1 Relative Year beginning after Rank Date.

Essential

Subject-based Training Requirement

Subject Title: High Tech Crimes and Digital Evidence

Initial Requirement: Complete any amount of specified training within 18 Relative Months beginning after Rank Date.

Subject Title: ICS 800

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Internal Affairs Investigation

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Officer Involved Shooting

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Desirable

Subject-based Training Requirement

Subject Title: Human Factors: Threat and Error Management

Initial Requirement: Complete 24 Hours of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: Media Relations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Training Plan



Police Officer

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: CLETS - Less Than Full Access

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Elder / Dependent Adult Abuse

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Human Trafficking

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Law Enforcement Response to Terrorism

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Sexual Assault for 1st Responder

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Essential

Subject-based Training Requirement

Subject Title: Arrest-Related Death / Asphyxia

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Assignment Date.

Subject Title: Crime Scene and Evidence Collection

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Drug Abuse Recognition

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Training Plan



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Police Officer	(Continued)
Training Requirement(s)	(Continued)
Essential	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: DUI and Standardized Field Sobriety Testing

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Interview and Interrogation

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: PAS and Intoxilyzer

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Radar and Lidar Operator

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Search Warrant Writing

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Traffic Collision Investigation - Basic

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Desirable
Subject-based Training Requirement

Subject Title: ARIDE - Advanced Roadside Impairment

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: CIT Extended

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Training Plan



Police Officer	(Continued)
Training Requirement(s)	(Continued)
Desirable	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: CNOA Street Development

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Community Relations / Public Perception

Initial Requirement: Complete 4 Hours of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Critical Incident Response

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: ICS 100

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: ICS 200

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Report Writing and Courtroom Testimony

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Street Survival Seminar

Initial Requirement: Complete any amount of specified training within 2 Relative Years beginning after Rank Date.

Subject Title: Trauma Training 11-99

Initial Requirement: Complete 8 Hours of specified training within 2 Relative Years including Rank Date.

Training Plan



Property & Evidence Technician

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: DOJ - APPS / AFS

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: DOJ - Firearms Update

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: CAPE Conference

Continuing Requirement: Complete any amount of specified training every 1 Relative Year. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Crime Scene Investigation

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Records Technician

Training Requirement(s)

Mandated

Certified Subject-based Training Requirement

Subject Title: Records - Records Clerk Course - POST

Certified By: California Commission on Peace Officer Standards and Training

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject-based Training Requirement

Subject Title: CLETS - Full Access User

Continuing Requirement: Complete any amount of specified training every 2 Relative Years. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Essential

Subject-based Training Requirement

Subject Title: NIBRS / CA IBRS

Initial Requirement: Complete any amount of specified training within 1 Calendar Year beginning after Assignment Date.

Subject Title: Public Records Act

Continuing Requirement: Complete any amount of specified training every 2 Relative Years. (Recurring Method)
Begins on Rank Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Training Plan



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School Resource Officer

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: School Resource Officer

Initial Requirement: Complete 40 Hours of specified training before Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: Bicycle Patrol

Initial Requirement: Complete any amount of specified training before Assignment Date.

Training Plan



Senior Police Officer

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: CLETS - Less Than Full Access

Continuing Requirement: Complete 2 Hours of specified training every 2 Relative Years. (Recurring Method)
Begins on Hire Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: ICS 100

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: ICS 200

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Essential

Subject-based Training Requirement

Subject Title: Critical Incident Response for Supervisors & Managers

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Subject Title: POST Assertive Supervision

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Desirable

Subject-based Training Requirement

Subject Title: Field Training Officer - Basic

Initial Requirement: Complete any amount of specified training before Assignment Date.

Subject Title: Leadership Development Program

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Arroyo Grande Police Department
Training Plan



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Senior Police Officer	(Continued)
Training Requirement(s)	(Continued)
Desirable	(Continued)
Subject-based Training Requirement	(Continued)

Subject Title: Media Relations

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Rank Date.

Training Plan



Traffic Officer

Training Requirement(s)

Mandated

Subject-based Training Requirement

Subject Title: Traffic Collision Investigation - Basic

Initial Requirement: Complete any amount of specified training before Assignment Date.

Essential

Subject-based Training Requirement

Subject Title: Motorcycle School - Basic

Initial Requirement: Complete 80 Hours of specified training before Assignment Date.

Subject Title: Motorcycle School - Update

Initial Requirement: Complete 8 Hours of specified training within 1 Calendar Quarter beginning after Assignment Date.

Continuing Requirement: Complete any amount of specified training every 1 Calendar Quarter. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.

Subject Title: Traffic Collision Investigation - Intermediate

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: Traffic Collision Investigation - Advanced

Initial Requirement: Complete any amount of specified training within 1 Calendar Year beginning after Assignment Date.

Subject Title: Traffic Collision Reconstructon

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Training Plan



Training Technician

Training Requirement(s)

Essential

Subject-based Training Requirement

Subject Title: Training Administration Course

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Subject Title: Training Manager Course

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Desirable

Subject-based Training Requirement

Subject Title: POST Training Seminar

Initial Requirement: Complete any amount of specified training within 1 Relative Year beginning after Assignment Date.

Continuing Requirement: Complete any amount of specified training every 1 Relative Year. (Recurring Method)
Begins on Assignment Date (Exclude Employees assigned during the period)
Current period ends before Target date.