




STATE OF CONNECTICUT
MUNICIPAL POLICE TRAINING COUNCIL
CONNECTICUT POLICE ACADEMY



GENERAL NOTICE 91-02

To: Chief Executive Officers
From: T. William Knapp
Executive Director 
Date: June 26, 1991
Subject: Review Training for Command and Executive Officers

In response to questions raised periodically, by Police Chiefs from various parts of the State, regarding the statutory review training requirements for Chiefs of Police and other command and executive-level officers, I have had staff prepare the attached document.

The purpose of the document is to illustrate how the types of courses and seminars in which command-level personnel normally participate may be applied to the review training obligations imposed by Section 7-294d(a)(8) of the General Statutes.

Outlines of all seminars, training programs and conferences in which command-level personnel participate should be submitted to your department's training officers for inclusion in the command officer's personnel training file. Your training officers should consult with the MPTC staff to apply credits as appropriate.

Command-level personnel may, of course, participate in exactly the same training as field operational personnel, if you want them to, for review training credit. The attached document simply illustrates how other options are available to you.

Please direct all inquiries to the Field Services Division at 238-6514 or the Certification Division at 238-6694.

Attachment

REVIEW TRAINING ISSUES
FOR
COMMAND AND EXECUTIVE LEVEL PERSONNEL

In 1982, the Legislature passed Public Act 82-357 which, among other things, mandated a minimum of forty (40) hours of "review training" for all certified police officers and required the certification of all law enforcement instructors providing such training. Review training is a process by which Connecticut's police officers receive a systematic review of the skills and knowledge contained in the basic training curriculum. The purpose of review training is to ensure that Connecticut police officers update and refine their basic skills and knowledge on a regular basis.

The purpose of review training is accomplished by providing a meaningful training experience for all police officers. Thus, review training provided to "operational" or field-level personnel will tend to be different from training provided to "administrative" or executive-level personnel.

While all review training must reflect the MPTC basic training curriculum, the specific topics contained in review training should be structured to address the daily activities and responsibilities of the participants. This means advanced-level management courses, which will tend to be taken by executive level and command personnel, may be considered in relationship to review training obligations and evaluated for the purpose of applying training credits.

The assignment of credits for these courses to the review training obligations of command and executive personnel may be done by the training supervisors of each department in consultation with the Field Services and Certification Divisions of the MPTC. The purpose of these consultations is so the maximum number of review training credits can be assigned to all training courses and for those credits to have maximum impact toward the obligations of each officer.

It shall be the practice of the MPTC to assign hour-for-hour review credit, up to the allowed maximum, for advanced-level programs. For example, a three-day course in Budgeting, for executive level personnel, could be credited, for review training, as "patrol procedures" for the maximum allowable number of hours (11) or for 3 hours patrol and 8 hours of electives. A five-day program on Selection of Personnel might be credited under Human Relations (maximum hours = 11). Depending on the course content of the Selection of Personnel offering, additional hours of credit as "patrol" might be possible and "police & the law" might also apply given the direction of the curriculum.

OPERATIONAL

Firearms Mandated	8 hrs
Rape Crisis Mandated	2 hrs
Domestic Violence Mandated	2 hrs
Juvenile Matters Mandated	1 hr
Human Relations e.g., oriented toward dealing with the public	3 hrs
Police & the Law e.g., penal code, laws of arrest, search and seizure, civil liability, legal updates.	7 hrs
Patrol Procedures e.g., report writing, tactical training, accident investigation	3 hrs

ADMINISTRATIVE

Firearms Mandated	8 hrs
Rape Crisis Mandated	2 hrs
Domestic Violence Mandated	2 hrs
Juvenile Matters Mandated	1 hr
Human Relations e.g., oriented toward dealing with staff and supervision issues	3 hrs
Police & the Law e.g., legal updates, protection of records, vicarious liability, training negligence	7 hrs
Patrol Procedures e.g., policy development budgeting, planning, community policing plans	3 hrs

The specified core curriculum is 26 hours within the total mandate of 40 hours. The remaining 14 hours may be completed with more training in any of the mandated areas, up to the allowable maximum, or in other areas which constitute electives. Electives are topics such as Defensive Tactics, Impact weapons or other physical training; Water safety, boating or diving; criminal investigation (crime scene, interviewing, managing major cases); medical training; time management; practical skill training (e.g., role playing in structured scenarios; making presentations). The maximum number of creditable hours for review training obligations in any elective area is 8. The maximum number of creditable hours for review training obligations in any specifically mandated area is 8 hours above the minimum required (e.g., 16 hours for firearms, 15 hours for Law).

It is the policy of the Municipal Police Training Council that, in order to assure that any training provided for review training credit is meaningful, the MPTC will not authorize or award credit hours for classroom training modules which are less than one (1) hour duration in totality.

Each police officer who has managerial duties has additional review training requirements from P.A. 90-120. Each officer with managerial duties is required to participate in courses of instruction on the subject: new legal developments which impact on police policies and practices concerning the investigation, detection and prosecution of criminal matters. That instruction is required to be held in two 4-hour sessions each year and is provided by the Chief State's Attorney. Police officers who have managerial duties are identified by each police department - they are not specified by any particular rank. Therefore, for purposes of scheduling this training, the MPTC's Field Services Division will periodically survey each police department to ascertain how many officers are required to participate in these sessions as they occur.