



MANUAL

Revised 2000



Department of Law
1525 Sherman Street
Denver, Colorado 80203
(303) 866-5692
FAX: (303) 866-5671

IN MEMORIUM



John R. Shell devoted most of his professional career to Colorado law enforcement. He graduated from the University of Wyoming in 1974, and was a police officer for the city of Laramie, Wyoming for five years. After teaching criminal justice for a year in Cheyenne, he joined the Colorado Law Enforcement Training Academy as a training specialist. It was there, in 1980 that he first became involved with P.O.S.T. In 1992, John was appointed P.O.S.T. Director and served in that capacity until his death in May 1998 at the age of 50. In his memory, the Board has established a grant program to assist smaller law enforcement agencies in the training and retention of qualified peace officers. One grant is made each year to assist an outstanding peace officer candidate in obtaining approved basic training (see Rule 18).

COLORADO P.O.S.T. MISSION STATEMENT

To create, establish and discern standards
for the training and certification
of peace officers and peace officer candidates,
in a manner which is responsive, and
in accord with the law, community expectations,
customer orientation, and modern policing concepts.

BOARD AND STAFF VALUES

*Integrity, ethics, innovation, customer service,
focus on mission, honest communication, results orientation,
a pledge to excellence, resource responsibility,
enlightened and authentic leadership,
a future orientation, and
service to the Colorado community.*

TABLE OF CONTENTS

STATUTES

SUBJECT	SOURCE	PAGE
Peace Officer Standards and Training	§ § 24-301 through -308, C.R.S.	7
Peace Officers – Generally	§ 18-1-901(3), C.R.S.	15
Peace Officers – Residence Requirement	§ 29-5-101	19
Impersonating a Peace Officer	§ 29-5-102	19
Assignments for Temporary Duty	§ 29-5-103	19
Authority to Request Temporary Assignments	§ 29-5-104	20
Law Enforcement Agreement	§ 29-1-206	21
Sheriffs – Qualifications	§ 30-10-501.5	22
Sheriffs – Training	§ 30-10-501.6	22
Sheriffs – Enforcement	§ 30-10-501.7	23
Vehicle Identification Number Inspectors	§ § 42-5-201 and -206, C.R.S.	24

RULES

RULE	SUBJECT	PAGE
	<i>General Provisions</i>	
1	Definitions	27
2	Meetings	28
3	Director’s Authority	29
4	Subject Matter Experts	30
5	Hearings	30
6	Declaratory Orders	32
7	Variances	33
	<i>Certification</i>	
8	Basic Certification	34
9	Provisional Certification	34
10	Reserve Certification	36
11	Vehicle Identification Number Inspectors	36
12	Certification Examination	37
13	Skills Examinations	37
14	Background Investigations	38
15	Certification Records	38
16	Certification Renewals	39
17	Suspension and Revocation	39
18	John R. Shell Law Enforcement Training Grants	40

RULE	SUBJECT	PAGE
	<i>Academies</i>	
19	Basic and Reserve Training Academies	41
20	Skills Training Academies	43
21	Skills Instructors	43
22	Skills Instruction Safety	44
23	Vehicle Identification Number Inspector Courses	45
24	Instructor Training Coursed	46
25	Academy Inspections	47

PROGRAMS

Peace Officer Training Programs

Basic Academic Training Program	51
Reserve Academic Training Program	79
Curriculum Bibliography	87
Arrest Control Training Program	91
Law Enforcement Driving Training Program	97
Firearms Training Program	107
Vehicle Identification Number Inspector Training Program	127
Bail Recovery Training Program	128

Instructor Training Programs

Instruction Methodology Program	133
Arrest Control Instruction Program	134
Law Enforcement Driving Instructor Program	137
Firearms Instructor Program	141
Firearms Tactical Qualification Course	148
Master Firearms Instructor Program	151

FORMS

FORM	SUBJECT
1	Application for Basic Certification
2	Application for Reserve or V.I.N. Inspector Certification
3	Application for Provisional Certification
4	Application for Renewal of Basic Certification
5	Change of Name, Address, Telephone, or Employer
6	Notice of Peace Officer Appointment/Separation
7	Application for Academy Approval
8	Application for Skills Training Academy Approval
9	Application for John R. Shell Law Enforcement Training Grant
10	Trainee Critique
11	Criminal History Advisement

STATUTES

TITLE 24

ARTICLE 31

PART 3

PEACE OFFICER STANDARDS AND TRAINING

24-31-301. Definitions. As used in this part 3, unless the context otherwise requires:

(1) "Applicant" means any person seeking certification as a peace officer or reserve peace officer.

(1.5) "Basic training" means the basic law enforcement training received by a peace officer at any approved law enforcement training academy.

(2) "Certification" means the issuance to an applicant of a signed instrument evidencing that such applicant has met the requirements imposed by this part 3 and by the P.O.S.T. Board. Certification includes "basic certification" and "provisional certification" that shall be issued to peace officers, "reserve certification" that shall be issued to reserve peace officers, and such additional certifications as the Board may approve for peace officers.

(3) Repealed.

(4) "Local government representative" means a member of a board of county commissioners, member of a city or town council or board of trustees, or mayor of a city or town or city of county.

(5) "Peace officer" means any person described in section 18-1-901(3)(I)(I), (3) (1) (II), (3) (1) (III), C.R.S., and who shall not have been convicted of a felony.

(5.5) "Reserve peace officer" means any person described in section 18-1-901(3)(I)(IV.5), C.R.S.

(II) For the administration of certification and skills examinations, an amount not to exceed one hundred dollars per examination per applicant.

(b) There is hereby created in the state treasury a P.O.S.T. Board case fund. The fees collected pursuant to paragraph (a) of this subsection (2) shall be transmitted to the state treasurer who shall credit such revenue to the P.O.S.T. Board cash fund. It is the intent of the general assembly that the fees collected shall cover all direct and indirect costs incurred pursuant to this section. In accordance with section 24-36-114, C.R.S., all interest derived from the deposit and investment of moneys in this fund shall be credited to the general fund. All moneys in the P.O.S.T. Board cash fund shall be subject to annual appropriation by the general assembly and shall be used for the purposes set forth in subsection (2).

(3) The P.O.S.T. Board may make grants to local governments or to any college or university for the purpose of funding the training programs required by this section.

(4) Repealed.

(5) It is unlawful for any person to serve as a peace officer, level I, as defined in section 18-1-901 (3) (1) (I), C.R.S. or a reserve peace officer in this state unless such person:

(a) is certified pursuant to this part 3; and

(b) has undergone both a physical and a psychological evaluation to determine such person's fitness to serve as a peace officer or a reserve peace officer. Such evaluations shall have been performed within one year prior to the date of appointment by a physician and either a psychologist or psychiatrist licensed by the state of Colorado.

24-31-304. Applicants for training - background investigation. (1) Each training academy and college or university that has established a training program approved by the P.O.S.T. Board provide written notice to each applicant that:

(a) No person who has been convicted of a felony may be certified to serve as a peace officer or a reserve peace officer in the state of Colorado; and

(b) It is each applicant's responsibility to determine the applicant's eligibility for certification prior to enrolling in any training program.

(2) Each training academy, college, or university shall take reasonable steps to exclude from such training program those applicants who have been convicted of a felony.

24-31-305. Certification - issuance - renewal - revocation. (1)(a) Basic peace officer certification requirements shall include:

(I) Successful completion of a high school education or its equivalent;

(II) Successful completion of basic training approved by the P.O.S.T. Board;

(III) Passage of examinations administered by the P.O.S.T. Board; and

(IV) Current first aid and cardiopulmonary resuscitation certificates or their equivalents.

(b) The training required for basic certification may be obtained through a training program conducted by a training academy approved by the P.O.S.T. Board, a course of study approved by the P.O.S.T. Board, or completion of requirements of another state, federal, or tribal jurisdiction having standards deemed at least equivalent to those established pursuant to this part 3.

(1.3) Reserve peace officer certification requirements shall include:

(a) Successful completion of a high school education or its equivalent.

(b) Successful completion of reserve training approved by the P.O.S.T. Board; and

(c) Current first aid and cardiopulmonary resuscitation certificates or their equivalents.

(1.5) The P.O.S.T. Board shall deny certification to any person who has been convicted of a felony.

(1.7)(a) Unless revoked, a basic certification or reserve certification issued pursuant to this part 3 is valid as long as the certificate holder is continuously serving as a peace officer or reserve peace officer.

(b) If a basic or reserve certificate holder has not served as a peace officer or reserve peace officer for a total of at least six months during any consecutive three-year period, the certification automatically expires at the end of such three-year period, unless the certificate holder is then serving as a peace officer or reserve peace officer.

(c) The P.O.S.T. Board may promulgate rules for the renewal of certification that expired pursuant to paragraph (b).

(2) A certification issued pursuant to subsection (1) or (1.3) of this section or section 24-31-308 shall be suspended or revoked by the P.O.S.T. Board if the certificate holder has been convicted of a felony or has otherwise failed to meet the certification requirements established by the Board.

(3) Certification shall not vest tenure or related rights. The policies, if any, of the employing agency shall govern such rights. Additional certification reflecting higher levels of proficiency may, at the discretion of the employing agency, be required in hiring, retaining, or promoting peace officers.

(4) The P.O.S.T. Board may grant variances from the requirements of this section if strict application thereof would result in practical difficulty or unnecessary hardship and where the variance would not conflict with the basic purposes and policies of this part 3.

24-31-306. Qualifications for peace officers.

(1) Repealed.

(2) Repealed.

(3) Repealed.

(4) Repealed.

(5) Repealed.

(6) Repealed.

(7) Repealed.

(7.5) Repealed.

(8) Repealed.

(9) Repealed.

24-31-307. Enforcement. (1) The P.O.S.T. Board shall have the power to direct the Attorney General to enforce the provisions of this part 3 through an action in district court for injunctive or other appropriate relief against:

(a) Any individual undertaking or attempting to undertake any duties as a peace officer or a reserve peace officer in this state in violation of this part 3; and

(b) Any agency permitting any individual to undertake or attempt to undertake any duties as a peace officer or a reserve peace officer in this state under the auspices of such agency in violation of this part 3.

(2) The Attorney General shall be entitled to recover reasonable attorneys fees and costs against the defendant in any enforcement action under this part 3, if the Attorney General prevails.

24-31-308. Reciprocity - provisional certificate. (1) The P.O.S.T. Board is authorized to grant a provisional certificate to any person who:

(a) has been authorized to act as a peace officer in another state or federal jurisdiction, excluding the armed forces, for at least the preceding three years and has served as a certified law enforcement officer in good standing in such other state or federal jurisdiction for more than one year;

(b) Passes the certification examination required pursuant to this part 3; and

(c) Possesses current first aid and cardiopulmonary resuscitation certificates or their equivalent.

(2) The P.O.S.T. Board is authorized to grant a basic certification to a person who:

(a) The P.O.S.T. Board is authorized to grant a basic certification to a person who meets the criteria established for basic certification by rule of the P.O.S.T. Board.

(b) Any rule of the P.O.S.T. Board establishing the criteria for basic certification shall provide that a basic certification will be issued only after an applicant has successfully demonstrated to the P.O.S.T. Board a proficiency in all skill areas as required by section 24-31-305.

(3) (a) A provisional certificate shall be valid for six months.

(b) Upon a showing of good cause, the P.O.S.T. Board may renew a provisional certificate once for a period not to exceed an additional six months.

TITLE 18

ARTICLE 1

PART 9

18-1-901(3)(1)(I) "Peace officer, level I," means a police officer, undersheriff, deputy sheriff, Colorado state patrol officer pursuant to section 24-33.5-212, C.R.S., marshal, or security officer employed by any state institution of higher education pursuant to the limitations set forth in section 24-7-103, C.R.S., who is employed by the state or any city, city and county, town, or county within this state and who is certified pursuant to section 24-31-305, C.R.S. "Peace officer, level I," has the authority to enforce all the laws of the state of Colorado while acting within the scope of his authority and in the performance of his duties.

(II)(A) "Peace officer, level Ia," means any sheriff; district attorney; assistant district attorney; deputy district attorney; special deputy district attorney; the attorney general of the state, the deputy attorney general, any deputy or assistant attorney general assigned to a criminal enforcement function in the office of the attorney general; and the director and investigators of the peace officers standards and training board staff within the office of the attorney general who currently hold a peace officer certification; authorized investigator of a county or district attorney, the attorney general, or the executive director of the department of public safety; agent of the Colorado bureau of investigation pursuant to section 2433.5-409, C.R.S.; parole officers or community program agents pursuant to article 2 of title 17, C.R.S.; the inspector general and any investigators appointed pursuant to section 17-1-103.8, C.R.S., employed by the department of corrections; or any officer of the Southern Ute Indian police force or Ute Mountain Ute Indian police force who is certified pursuant to part 3 of article 31 of title 24, C.R.S., or otherwise qualified under section 24-31-305 (2), C.R.S. "Peace officer, level Ia," has the authority to enforce all the laws of the state of Colorado while acting within the scope of the officer's authority and in the performance of the officer's duties.

(B) Any investigator who is employed by the Department of Corrections may be certified pursuant to section 24-31-305, C.R.S.

(III) "Peace officer, level II," means an inspector of the state licensing authority under the "Colorado Beer Code" or the liquor enforcement division under

section 12-47-904, C.R.S., or part 5 of article 35 of title 24, C.R.S.; an authorized investigator of the state lottery division pursuant to section 24-35-205(3) or 24-35-206(7), C.R.S.; any authorized investigator and the director of the division of gaming and the executive director of the department of revenue pursuant to section 12-47.1-204, C.R.S.; any fire arson investigator appointed by the chief of any fire department and approved by the sheriff or the chief of police of the jurisdiction in which such fire arson investigator performs duties; any officer, guard, or supervisory employee within the department of corrections, except the inspector general and any investigators appointed pursuant to section 17-1-103.8, C.R.S., employed by the department of corrections; a security guard employed by the state of Colorado; a security officer as defined in section 24-7-101, C.R.S.; a district wildlife manager, special district wildlife manager, or parks and recreation officer defined as a peace officer pursuant to section 33-1-102, C.R.S., and acting under the authority of a peace officer pursuant to sections 33-6-101 and 33-15-101, C.R.S.; an investigator for the division of racing events and the investigator's supervisors, including the director of the division of racing events pursuant to section 12-60-203, C.R.S., or a railroad employee defined as a peace officer pursuant to section 40-32-104.5, C.R.S., who shall have access to Colorado bureau of investigation fugitive and stolen property records. "Peace officer, level II," has the authority to enforce all the laws of the state of Colorado while acting within the scope of his authority and in the performance of his duties, and section 18-1-106(1.5) and section 18-3-107 shall apply to "peace officer, level II".

(IV) "Peace officer, level III," means a chief security officer for the general assembly pursuant to section 2-2-402, C.R.S., a coroner, the commissioner of agriculture or his or her designee acting under the "Farm Products Act" or the "Commodity Handler Act" pursuant to sections 12-16-114 and 12-16-210, C.R.S., under the "Animal Protection Act" pursuant to section 35-42-107(4), C.R.S., or under the "Pet Animal Care and Facilities Act" pursuant to section 35-80-109(6), C.R.S., an adult probation officer, a juvenile probation officer pursuant to section 19-2-926, C.R.S., a brand inspector pursuant to section 35-53-128, C.R.S., an employee of a district attorney's office assigned to administer an offender diversion program, a student loan investigator, an officer or member of the Colorado national guard while acting under call of the governor in cases of emergency or civil disorder, a member of the public utilities commission, port of entry personnel acting as peace officers pursuant to section 42-8-104, C.R.S., toll road owners acting as peace officers under section 43-3-304, C.R.S., or any other person designated as a peace officer unless otherwise specified in this section as a level I, level Ia, level II, or level IIIa peace

officer. "Peace officer, level III," has the authority to enforce all the laws of the state of Colorado while acting within the scope of his or her authority and in the performance of his or her duties.

(IV.5)(A) "Peace officer, level IIIa," means any person authorized by any city, city and county, town, or county within this state to act as a reserve police officer, reserve deputy sheriff, or reserve marshal for certain specific and limited periods of time while such person is authorized to be on duty and acting at the express direction or under the direct supervision of a peace officer, level I, or a sheriff. "Peace officer, level IIIa," has the authority to enforce all the laws of the state of Colorado while actually on duty for the city, city and county, town, or county and while acting within the scope of his or her authority and in the performance of his or her duties subject to the restrictions and requirements provided in this subparagraph (IV.5) and subparagraph (IV.7) of this paragraph (1).

(B) A peace officer, level IIIa, must have received certification from the Peace Officers Standards and Training Board, referred to in this section as the "P.O.S.T. Board", pursuant to section article 31 of title 24, C.R.S. Any city, city and county, town, or county assigning duties to a peace officer, level IIIa, beyond those included in the P.O.S.T. Board training shall assume the responsibility for ensuring that such peace officer, level IIIa, is adequately trained for such duties. Any expenses associated with such training shall be authorized by the city, city and county, town, or county. If the jurisdiction allows or requires such peace officer, level IIIa, to carry or use a firearm while on duty, such peace officer, level IIIa, shall be certified for firearms proficiency with the same frequency and subject to the same requirements as a peace officer, level I, in the jurisdiction. No other peace officer, level IIIa, shall be authorized to enforce the laws of the state of Colorado except those complying with the training requirements set forth in this subparagraph (IV.5).

(C) The peace officer, level IIIa, must be in uniform when an assignment is carried out, and said uniform must be readily distinguishable from the uniform worn by peace officers, level I, or sheriffs of the jurisdiction, either because such uniform bears a patch or because such uniform is of a different color than the uniform worn by peace officers, level I, or sheriffs in the jurisdiction. However, when a peace officer, level IIIa, is assigned to extradition or surveillance duties, the peace officer, level IIIa, need not be in uniform.

(D) When performing extradition duties, the peace officer, level IIIa, must be accompanied by a peace officer, level I, or a sheriff. When performing surveillance duties, the assignment of the peace officer, level IIIa, shall be confined to such surveillance duties, and he or she shall not perform any other activities related to law enforcement.

(E) A peace officer level IIIa, serves without compensation but may be reimbursed at the discretion of the city, city and county, town, or county for any authorized out-of-pocket expenses incurred in the course of his or her duties. The city, city and county, town, or county shall pay the cost for workers' compensation benefits for injuries incurred by a peace officer, level IIIa, while on duty and while acting within the scope of assigned duties. A peace officer, level IIIa, is an authorized volunteer for purposes of article 10 of title 24, C.R.S.

(IV.7) For the purposes of subparagraph (IV.5) of this paragraph (1):

(A) "Direct supervision" means an assignment given by a peace officer, level I, or a sheriff to a peace officer, level IIIa, which assignment is carried out in the personal presence of, or in direct radio or telephone contact with, and under the immediate control of the peace officer, level I, or sheriff. The peace officer, level IIIa, must be in uniform while such assignment is carried out, except when performing extradition or surveillance duties as otherwise provided in subparagraph (IV.5) of this paragraph (1).

(B) "Express direction" means a defined task-specific assignment given by a peace officer, level I, or a sheriff to a peace officer, level IIIa. The peace officer, level I, or sheriff need not be present while such assignment is being carried out by the peace officer, level IIIa. The peace officer, level IIIa, must be in uniform while such assignment is carried out, except when performing extradition or surveillance duties as otherwise provided in subparagraph (IV.5) of this paragraph (1).

(V) Unless otherwise provided for in this paragraph (1), a reference to "peace officer" in this title means a person qualified and authorized to carry a firearm, conduct arrests, and enforce the laws of the state of Colorado. A person serving as a citizen auxiliary is not a peace officer, and the P.O.S.T. Board shall not require such persons to be certified.

TITLE 29

ARTICLE 5

PART 1

29-5-101. Peace officers must be residents - exception. No sheriff, mayor of a city, or other person authorized by law to appoint special deputy sheriffs, marshals, policemen, or other peace officers in the state to preserve the public peace and prevent or quell public disturbances shall hereafter appoint as such special deputy sheriff, marshal, policeman, or other peace officer any person who is not at the time of the appointment a bona fide resident of the state of Colorado, and no person shall assume or exercise the functions, powers, duties, or privileges incident and belonging to the office of special deputy sheriff, marshal, policeman, or other peace officer without having first received his appointment in writing from the lawfully constituted authorities of the state. Notwithstanding the residency requirement stated in this section, a person may be deputized or otherwise assigned to law enforcement duty pursuant to section 29-5-104 (2) although such person is not a bona fide resident of this state.

29-5-102. Impersonating an officer - penalty. Any person in this state who, without due authority, exercises the authority of a sheriff, deputy sheriff, marshal, policeman, or other peace officer or law enforcement officer of any kind of the state, county, or any town or city or who claims, pretends, or holds himself out to be such an officer is guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not more than five hundred dollars, or by imprisonment in the county jail for not more than one year, or by both such fine and imprisonment.

29-5-103. Assignment of police officers or deputy sheriffs for temporary duty. The chief of police or person performing the functions thereof of any town, city, or city and county or the sheriff of any county may in his discretion, upon request of the chief of police or person exercising the functions thereof in any other town, city, or city and county or the sheriff of any other county, assign police officers or deputies under his control, together with any equipment he deems proper, to perform temporary duty within the jurisdiction of the requesting chief of police or sheriff and under the direction and command of such requesting chief of police or sheriff; but the chief of police or sheriff so assigning such officers or

deputies may provide that such officers or deputies shall be under the immediate command of a superior officer designated by such assigning chief of police or sheriff, which superior officer shall be under the direct supervision and command of the requesting chief of police or sheriff. Nothing contained in sections 29-5-103 to 29-5-110 shall be construed to limit the power of any town, city, or city and county to prohibit or limit by ordinance the exercise by a chief of police or sheriff of the discretion granted in sections 29-5-103 to 29-5-110.

29-5-104. Request for temporary assignment of police officers or deputy sheriffs - authority. (1) The chief of police, or person performing the functions thereof, of any town, city, or city and county and the sheriff of any county may, when in his opinion the same is required to quell disturbances or riots or in any other situation wherein he deems that an emergency exists within his jurisdiction, request the chief of police or person performing the function thereof of any other city, town, or city and county or the sheriff of any other county to assign officers or deputy sheriffs under their respective commands to perform temporary duty within the jurisdiction of such requesting chief of police or sheriff and under the direction and control of such requesting chief of police or sheriff under such terms and conditions as shall be agreed upon between the requesting and assigning chiefs of police or sheriffs. Such officers or deputy sheriffs shall, while so assigned and performing duties subject to the direction and control of the requesting chief of police or sheriff, have the same power within the jurisdiction of the requesting chief of police or sheriff as do regular officers or deputies, as the case may be, of such requesting chief of police or sheriff.

(2) Where, under the provisions of section 29-1-206, a county or municipality in this state enters into an intergovernmental agreement for reciprocal law enforcement with a bordering county or with a municipality within a bordering county that is located in another state, the law enforcement agency head of either county or municipality may, pursuant to the provisions of such intergovernmental agreement, request the law enforcement agency head of the other county or municipality to assign deputy sheriffs or other peace officers to perform law enforcement duties within the jurisdiction of such requesting law enforcement agency head and under such terms and conditions as are stated in the intergovernmental agreement. Prior to such assignment, such deputy sheriffs or other peace officers shall obtain recognition as peace officers in this state as provided for in section 29-1-206, C.R.S. Such deputy sheriffs or other peace officers shall, while so assigned and performing duties subject to the direction and control of the requesting law enforcement agency head, have the same power

within the jurisdiction of the requesting law enforcement agency head as do regular deputies or other peace officers of such requesting law enforcement agency head.

* * *

TITLE 29

ARTICLE 1

PART 2

29-1-206. Law enforcement agreements. Any county in this state that shares a common border with a county in another state, and any municipality located in such a bordering county of this state, may enter into an agreement with the bordering county of the other state or with a municipality located in the bordering county of the other state to provide for reciprocal law enforcement between such entities. Such agreement shall meet the requirements of section 29-1-203 and shall include, but shall not be limited to, an additional requirement that any person who is assigned to law enforcement duty in this state pursuant to such intergovernmental agreement and section 29-5-104 (2) shall be certified as a peace officer in the other state and shall apply to the Peace Officers Standards and Training Board for recognition prior to such assignment.

TITLE 30

ARTICLE 10

PART 5

30-10-501.5 Qualifications. (1) No person shall be eligible for nomination, election, or appointment to the office of sheriff unless such person:

(a) Is a citizen of the United States; is a citizen of the state of Colorado, and is a resident of the county to which the person is to be appointed or elected;

(b) Possesses a high school diploma or its equivalent or a college degree;

(c) Has had a complete set of fingerprints taken by a qualified law enforcement agency and submitted a receipt evidencing such fingerprinting at the time of filing his written acceptance pursuant to section 1-4-601 (3), 1-4-906, or 1-4-1002, C.R.S., or a candidate filing an affidavit of intent pursuant to section 1-4-1101, C.R.S. Such law enforcement agency shall forward said fingerprints to the Colorado Bureau of Investigation. The Bureau shall utilize such fingerprints, its files and records, and those of the Federal Bureau of Investigation for the purpose of determining whether the person has ever been convicted of or pleaded guilty or entered a plea of nolo contendere to any felony charge under federal or state laws. The Colorado Bureau of Investigation shall notify the county clerk and recorder of the county wherein the person is a candidate of the results of the fingerprint analysis. In the event a conviction or plea is disclosed, such person shall be deemed unqualified for the office of sheriff, unless pardoned. The results of such fingerprint analysis shall be confidential; except that the county clerk and recorder may divulge whether such person is qualified or unqualified for the office of sheriff.

30-10-501.6. Training (1) Every person elected or appointed to the office of sheriff for the first time shall:

(a) Attend a minimum of eighty clock hours at a new sheriff training course developed and facilitated either by the county sheriffs of Colorado, incorporated, or any other training resource agency approved by the Colorado Peace Officers Standards and Training Board, the first time such training course is given after the person's election or appointment. The Colorado Peace Officers Standards and

Training Board shall have discretion to allow the substitution of any combination of education, experience, and training deemed by the Board to be equivalent to such new sheriff training course.

(b) Obtain basic peace officer certification within one year of taking office. An extension may be granted by the Colorado Peace Officers Standards and Training Board of up to one year to obtain such certification upon just cause shown. The Colorado Peace Officers Standards and Training Board shall issue written findings of fact supporting such an extension.

(2) Every sheriff must possess basic peace officer certification and shall undergo at least twenty clock hours of in-service training provided by the county sheriffs of Colorado, incorporated, every year during such sheriff's term. The Colorado Peace Officers Standards and Training Board shall have discretion to waive in-service training upon presentation of evidence by the sheriff demonstrating just cause for noncompletion of such training. The Colorado Peace Officers Standards and Training Board shall have discretion to allow the substitution of any combination of education, experience, and training deemed by the Board to be equivalent to such in-service training of at least twenty clock hours annually.

(3) The county shall only pay all reasonable costs and expenses of new sheriff and in-service training.

30-10-501.7. Enforcement (1) In the event a sheriff fails to comply with the requirements set forth in section 30-10-501.6, such sheriff's pay must be suspended by the board of county commissioners in accordance with subsection (2) of this section. Such sheriff's pay shall be reinstated with back pay by the board of county commissioners upon completion of said requirements in accordance with subsection (2) of this section.

(2) In any circumstances set forth in subsection (1) of this section, the Colorado Peace Officers Standards and Training Board shall notify the board of county commissioners of the sheriff's failure to comply with the requirements of said subsection (1) and that state law requires the county commissioners to immediately suspend such sheriff's pay until the requirements of section 30-10-501.6 have been complied with. After the sheriff's compliance with the provisions of section 30-10-501.6, the Colorado Peace Officers Standards and Training Board shall immediately notify the board of county commissioners of the sheriff's compliance and that state law requires the board of county commissioners to reinstate such sheriff's pay and provide him or her any back pay.

TITLE 42

ARTICLE 5

PART 2

VEHICLE IDENTIFICATION NUMBER INSPECTION

42-5-201. Definitions. As used in this part 2, unless the context otherwise requires:

* * *

(5) "Inspector" means a duly constituted peace officer of a law enforcement agency who has been certified pursuant to section 42-5-206 (1) or (2) to inspect vehicle identification numbers.

* * *

42-5-206. Certification of Inspectors (1) Except as otherwise provided in subsection (2) of this section, no peace officer shall be an inspector of vehicle identification numbers unless he has been certified by the Peace Officers Standards and Training Board pursuant to section 24-31-303 (1) (d), C.R.S. In order to be certified, the peace officer must satisfactorily complete a vehicle identification number inspection training course approved by said Board and pay a certification fee to the Board not to exceed twenty-five dollars. The cost of the training course shall include all necessary and actual expenses but shall not exceed fifty dollars per peace officer.

(2) In lieu of the requirement for certification in subsection (1) of this section, any peace officer shall be certified as an inspector of vehicle identification numbers if he is able to demonstrate to the Peace Officers Standards and Training Board that he has had sixteen hours or more of vehicle identification number inspection training which is acceptable to the Board and which was received between January 1, 1986, and January 1, 1988.

RULES

RULES

Rule 1 - Definitions. As used in these rules:

- (a) "Academy" means an approved school at which a program is presented.
- (b) "Academy director" means that person responsible for the administration and operation of an approved academy.
- (c) "Applicant" means any person formally seeking certification or approval by the Board.
- (d) "Appointed" means serving as a peace officer or reserve peace officer.
- (e) "Approved" means formally accepted or authorized by the Board.
- (f) "Board" means the Colorado Peace Officer Standards and Training Board.
- (g) "Certificate holder" means any person possessing a valid, numbered certificate issued by the Board authorizing such person to serve as a peace officer or reserve peace officer.
- (h) "Certification examination" means the written test required under §24-31-305(1)(a), C.R.S.
- (i) "Course" means a formal unit of instruction relating to a particular subject.
- (j) "Course of study" means a series of college-level academic courses, accredited by the Northcentral Association of Colleges and Schools, or an affiliated organization, resulting in at least an associate degree in criminal justice.
- (k) "Director" means the director of the P.O.S.T. Board staff.
- (l) "Peace officer" means any person described in § 18-1-901(3) (I) (I), (II), and (III) C.R.S.

- (m) "Program" means an approved course of instruction required for certification.
- (n) "Program director" means that person responsible for the administration and operation of an approved training program.
- (o) "Reserve peace officer" means any person described in § 18-1-901 (3) (I) (IV.5), C.R.S., and includes any person authorized to carry a firearm, conduct arrests, or enforce the laws of the state of Colorado pursuant to § 18-1-901(3) (I) (V), C.R.S., but does not include any person appointed by a sheriff pursuant to § 30-10-516, C.R.S.
- (p) "Skills examination" means the approved practical test of an applicant's proficiency in arrest control, law enforcement driving, or firearms.
- (q) "Skills training" means the required approved arrest control, law enforcement driving, and firearms courses.
- (r) "State" means any State in the United States, the District of Columbia, and any territory or possession of the United States.

Rule 2 - Meetings.

- (a) The Attorney General, as chairperson, shall preside over all meetings of the Board. Should the chairperson be absent, the vice-chairperson shall preside over the meeting. In the absence of the chairperson and the vice-chairperson, the most senior member present shall preside.
- (b) A majority of the total positions of the Board, excluding vacancies, shall constitute a quorum for purposes of conducting official business. Should there be no quorum, such members as are present may conduct official business, subject to subsequent ratification by a quorum of the Board.
- (c) Should any member, other than those sitting ex officio, be absent without good cause from three consecutive meetings, the director shall submit a resolution to the Board calling on the member to resign.

- (d) The Board may conduct its business on the basis of unanimous consent. However, any member of the Board may require separate consideration and disposition of any matter, including through a roll-call vote.
- (e) Unless the director determines otherwise, all requests from the public for Board consideration or action must be submitted in writing to the director at least thirty days prior to the next scheduled Board meeting.
- (f) Other than when a person comments with respect to matters of policy, the chairperson will request that the person do so under oath.

Rule 3 - Director's Authority.

- (a) The director's authority shall include:
 - (I) Making the initial determination as to whether an applicant has met the requirements to sit for the certification examination, or to be certified;
 - (II) Approving or disapproving program applications;
 - (III) Determining the equivalency of first aid and cardiopulmonary resuscitation training in accordance with rule 10 (b) (II);
 - (IV) At the director's discretion, selecting qualified evaluators to administer the skills examinations described in rule 7;
 - (V) Determining the merit of challenges relating to the administration of examinations pursuant to rules 12 and 13;
 - (VI) Determining the merits of variance requests, consistent with the basic purposes and policies of Title 24, Article 31, Part 3, C.R.S., and of the Board, in accordance with Rule 7.
 - (VII) Discharging such other powers or duties as the Board or the Attorney General may direct.

- (b) If any action or determination made by the director pursuant to this rule is not appealed by the applicant within 30 days pursuant to rule 5(c), such determination shall be deemed final agency action.

Rule 4 - Subject Matter Experts.

- (a) Each year the Board shall appoint committees of subject matter experts to provide professional technical support in the areas of academic curriculum, arrest control, firearms, and law enforcement driving. Each committee shall consist of the Director or the Director's designee, and one member of the Board, who shall serve as co-chairs, and other specialists from the law enforcement community. Any person wishing to be appointed must apply to the Director in writing by November 1 of the preceding year.
- (b) The committees:
 - (I) Review and provide recommendations regarding training programs;
 - (II) Participate in inspections of training academies;
 - (III) Conduct skills examinations in accordance with Rule 13; and
 - (IV) Establish minimum qualifications for committee membership.

Rule 5 - Hearings.

- (a) At any time the Director may direct a respondent to appear at a hearing and show cause why the Board should not issue a remedial order. Not less than thirty days prior to the date set for such hearing, the Director shall transmit to the respondent written notice of such hearing, which must include:
 - (I) the date, time, and place of such hearing;
 - (II) that the respondent has the right to appear and be heard at such hearing, either in person or through legal counsel;

- (III) that the respondent has the burden of proving all of the facts relevant to his or her position;
 - (IV) a concise statement setting forth the subject of the hearing, all facts relevant to the matter, and the statute, rule, or order, to which the matter relates;
 - (V) copies of all documents considered by the Board in setting the hearing; and
 - (VI) the nature of the proposed remedial order.
- (b) Not less than ten days prior to the date set for a hearing pursuant to section (a) of this rule, the respondent shall file an original and seventeen copies of a response, including:
- (I) a concise statement setting forth the respondent's position;
 - (II) all facts relevant to the matter; and
 - (III) copies of all documents the respondent wishes the Board to consider in the matter.
- (c) Any person may request a formal hearing before the Board through the filing of an original and seventeen copies of a petition, which must include:
- (I) the name and address of the petitioner and whether the petitioner currently possesses basic or reserve certification;
 - (II) a concise statement setting forth the subject of the hearing, all facts necessary to the matter, and the statute, rule, or order, to which the petition relates;
 - (III) copies of all documents the petitioner wishes the board to consider in the matter; and
 - (IV) what action the petitioner wishes the Board to take.

- (d) Not less than thirty days prior to the date set for a hearing on a petition, the Board shall provide a written response to the petitioner, including:
 - (I) the date, time, and place of such hearing;
 - (II) that the petitioner has the right to appear and be heard at such hearing, either in person or through legal counsel;
 - (III) that the petitioner has the burden of proving all of the facts relevant to his or her petition;
 - (IV) a summary of the staff's recommendation to the Board; and
 - (V) copies of all documents submitted by the staff for the Board's consideration in the matter.
- (e) The director and any petitioner or respondent may mutually agree to shorten or lengthen any of the time frames set forth in this rule.
- (f) Any final order entered pursuant to this rule shall constitute final agency action subject to judicial review under §24-4-106, C.R.S.

Rule 6 - Declaratory Orders.

Any person may petition the Board for a declaratory order regarding the application to the petitioner of any statutory provision or of any rule or order of the Board. All such petitions shall be considered in accordance with rule 5.

Rule 7 - Variances.

- (a) The Board has promulgated these rules to ensure orderly and fair treatment of all applicants. Therefore, variances are disfavored. However, the Board may, upon sufficient cause shown, authorize variances to persons who are otherwise required to meet the requirements of these rules.
- (b) To request a variance, an applicant must submit a written petition to the director, fully explaining all relevant facts. Any person seeking a temporary or permanent variance has the burden of establishing that:
 - (I) The variance is consistent with the basic purposes and policies of §24-31-301, et seq., C.R.S., and
 - (II) strict application of the statutes and rules pertaining to the certification process would present a practical difficulty or unnecessary hardship. Mere inconvenience or expense does not suffice.
- (c) The director, in his discretion, may determine the merits of the request based upon the applicant's written submissions, or may request additional information, or may hold a meeting.
- (d) Any variance granted under this rule shall be subject to such limitations or conditions as the director or Board deems necessary in order to conform to the basic purposes and policies of applicable law.
- (e) If any determination made by the director pursuant to this rule is not appealed by the applicant within 30 days pursuant to Rule 5(c), such determination shall become final. If a determination is appealed by the applicant, the Board will decide whether to hear the appeal at its next regular meeting. If at least six Board members do not agree to hear the appeal, the determination of the director shall be deemed to be summarily affirmed. If at least six members do agree to hear the appeal, the Board shall proceed to the merits of the matter. Any summary affirmance or decision on the merits by the Board shall be deemed final agency action.

- (f) In accordance with § 24-31-303 (5) (a) and § 24-31-305 (1) (a) (III), C.R.S., no person may, through a variance or otherwise, serve as a peace officer, level I as defined in § 18-1-901 (3) (1) (I), C.R.S. without having first passed the required certification examination and become certified.

Rule 8 - Basic Certification

- (a) To be eligible to sit for the certification examination, an applicant for basic certification must:
 - (I) possess a high school diploma, or a high school equivalency certificate;
 - (II) possess current first aid and cardiopulmonary resuscitation certificates, or equivalents;
 - (III) complete and submit the approved affidavit; and
 - (IV) he or she has successfully completed an approved basic training academy or an approved course of study, including skills training, within the previous three years.
- (b) The Board shall issue a basic certification to any applicant who passes the certification examination and background investigation required under Rule 14.
- (c) A basic certification shall expire automatically if the holder is not serving and has not served as a peace officer or reserve peace officer for at least six months within the previous three years.

Rule 9 - Provisional Certification.

- (a) The Board shall issue a provisional certification to any applicant who is authorized to serve as a peace officer by any other state or federal jurisdiction, excluding the armed forces, which has established minimum law enforcement training standards, and who has within three years prior to the date of application been appointed as a peace officer in such jurisdiction, if such applicant:

- (I) Possesses a high school diploma, or a high school equivalency certificate;
 - (II) Possesses current first aid and cardiopulmonary resuscitation certificates, or equivalents;
 - (III) Completes and submits the approved affidavit;
 - (IV) Has successfully completed background investigation required under Rule 14; and
 - (V) Who passes the certification examination pursuant to Rule 12.
- (b) A provisional certificate authorizes the holder to serve as a Colorado peace officer for not more than six months.
- (c) The Board shall issue a basic certificate to the holder of a provisional certificate if such person satisfies any combination of the following three requirements:
- (I) Successfully completes approved training in each skills area; or
 - (II) Takes a skills examination in each skills area, and either:
 - (A) passes all portions of the examinations, as documented by an approved skills instructor; or
 - (B) passes some portions of the examinations and completes prescribed in-service training with respect to those portions not passed, or;
 - (III) Documents that he or she has met comparable training standards in each skills area in such other state or federal jurisdiction.
- (d) Persons desiring additional time to complete the skills requirements beyond the initial six months provided by the provisional certificate must petition the

Board and demonstrate good cause why such additional time should be granted.

Rule 10 - Reserve Certification.

- (a) To receive reserve certification, an applicant must:
 - (I) possess a high school diploma, or a high school equivalency certificate;
 - (II) possess current first aid and cardiopulmonary resuscitation certificates, or equivalents;
 - (III) have successfully completed an approved reserve academy within the previous three years;
 - (IV) complete and submit the approved affidavit; and
 - (V) completed the background investigation under rule 14.
- (b) Any law enforcement agency assigning duties to a reserve peace officer beyond those included in the approved reserve training shall assume the responsibility for ensuring that such reserve peace officer is adequately trained for such duties.
- (c) A reserve certification shall expire automatically if the certificate holder is not serving and has not served as a peace officer or reserve peace officer for at least six months within the previous three years.

Rule 11 - Vehicle Identification Number Inspectors. Any person seeking certification as a Vehicle Identification Number Inspector must meet each of the following requirements:

- (a) possess either basic or reserve certification;
- (b) be currently serving as a peace officer or reserve peace officer;
- (c) successfully complete an approved vehicle inspection number course:

- (d) pay to the Board a certification fee of twenty-five dollars; and
- (e) complete and submit the approved affidavit.

Rule 12 - Certification Examination.

- (a) To be eligible to take the certification examinations, an applicant must complete and submit the certification examination application form, along with a law enforcement agency check, purchase order, certified check, or money order in the prescribed amount.
- (b) Refunds of certification examination fees shall not be provided, unless the examination is postponed or canceled, or under such other exceptional circumstances as may be determined by the director. Otherwise, unrefunded fees may be credited to allow the applicant to take the next administration of the certification examination. Further credits or extensions shall not be permitted.
- (c) Applicants taking the examination for a second or third time must pay the fee for the additional examination, and such examination shall not be comprised of the same questions that comprised the prior examinations. If an applicant cannot pass the certification examination after three attempts, he or she must retake and successfully complete basic training in accordance with Rule 8 (a).
- (d) Any protest or challenge to an examination or its administration must be made in writing within 10 days of the examination. The director shall issue his decision in writing within 20 working days. The decisions of the director shall be final, unless appealed to the Board in accordance with rule 3 (b).

Rule 13 - Skills Examinations.

- (a) To be eligible to take any of the skills examinations, an applicant must complete and submit the skills examination application form, along with a law enforcement agency check, purchase order, certified check, or money order in the prescribed amount for each examination to be taken.

- (b) Refunds of skills examination fees shall be provided only if requested more than 20 days prior to the scheduled examination, unless the examination is postponed or canceled, or under such other exceptional circumstances as may be determined by the director.
- (c) Any applicant failing a skills examination may retake the examination, with the payment of an additional examination fee. Any person failing any skills examination three times must successfully complete the skills training for that particular skill before he or she may be certified.
- (d) Any protest or challenge to an examination or its administration must be made in writing within 10 days of the examination. The director shall issue his decision in writing within 20 working days. The decision of the director shall be final, unless appealed to the Board in accordance with rule 3 (b).

Rule 14- Background Investigations.

- (a) Any applicant for basic or reserve certification must submit his or her fingerprints through a Colorado law enforcement agency to the Colorado Bureau of Investigation. The Colorado Bureau of Investigation shall prepare a criminal history report and directly transmit it to the Board. The applicant will pay any necessary fees.
- (b) No person shall be eligible for certification if he or she has been convicted of a felony under state or federal law.

Rule 15 - Certification Records.

- (a) Every basic or reserve certification holder must notify the Board, in writing, within thirty days of any change of his or her:
 - (I) name, home address, or home telephone number; and
 - (II) employer, employer's address, or employer's telephone number.

- (b) When any person is appointed or separated as a peace officer, level I, as defined in § 18-1-901(3) (1) (I), C.R.S., or reserve peace officer by any law enforcement agency, such agency shall submit a completed notice of appointment/separation form to the Board within thirty days of such appointment or separation.
- (c) During the month of January of each year, every law enforcement agency shall provide the Board with a list of those peace officers, level I, as defined in §18-1-901(3) (I) (1), C.R.S. and reserve peace officers currently appointed by such agency.

Rule 16 - Certification Renewals.

- (a) A basic certification shall be renewed if the holder:
 - (I) has not served as a peace officer or reserve peace officer for more than three years, but less than seven years;
 - (II) possesses current first aid and cardiopulmonary resuscitation certificates, or equivalents;
 - (III) completes and submits the approved affidavit;
 - (IV) has successfully completed background investigation required under Rule 14;
 - (V) passes the certification examination pursuant to Rule 12; and
 - (VI) successfully completes the skills examination or skills training in each skills area.
- (b) Reserve certificates may not be renewed

Rule 17 - Certification Suspension and Revocation.

- (a) A suspension temporarily invalidates the subject certification until such time as the defect has been remedied. Any certification may be suspended by the

Board if the holder wrongfully obtained the certificate through neglect or mistake.

- (b) A revocation permanently invalidates the subject certification. Any certification may be revoked by the Board if the holder:
 - (I) has been convicted of a felony in any jurisdiction; or
 - (II) wrongfully obtained certification through fraud or misrepresentation:
or
 - (III) has not met any other requirements imposed by the Board.

Rule 18 - John R. Shell Law Enforcement Training Grants.

- (a) Each year, the Board may make a law enforcement training grant in memory of John R. Shell, who served Colorado P.O.S.T. from 1980 to 1998, including as P.O.S.T. director from 1992 to 1998. Such grants shall assist smaller law enforcement agencies in the training and retention of qualified peace officers.
- (b) Any city or town, as defined in §31-1-101, C.R.S., or class 3, 4, or 5 county, as defined in § 30-2-102(1), C.R.S., may apply for a grant, not to exceed three thousand dollars, to provide basic law enforcement training to an outstanding peace officer candidate. Such application must be made by the Marshal, Chief of Police, or Sheriff, as applicable, and be received by P.O.S.T. no later than May 31 of the year in which the grant is to be awarded.
- (c) The grant application must include the following:
 - (I) The name, address, and telephone number of the candidate to be trained with the grant funds;
 - (II) The name, address, telephone number, and start and end dates for the training academy where the candidate will be trained;
 - (III) The cost of such training including tuition, fees, books, supplies, room and board;

- (IV) An agreement executed by the law enforcement agency and the candidate, requiring the candidate to serve the law enforcement agency as a full time peace officer, level I, as defined in §18-1-901(3)(1)(I), C.R.S., for at least three years upon his or her successful completion of the academy. Such agreement shall require the agency to reimburse P.O.S.T. for the full amount of the grant should the candidate not complete the training academy, become P.O.S.T. certified or satisfy his or her service obligation.
 - (V) A financial statement demonstrating the candidate's inability to attend the training without the grant funds;
 - (VI) A written statement from the Marshal, Chief of Police, or Sheriff, as applicable, and three additional letters of reference from persons not associated with the sponsoring department, regarding why the candidate would be an outstanding peace officer; and
 - (VII) A written statement from the candidate explaining why he or she wishes to become a peace officer and why the grant is essential to that goal.
- (d) The Director shall review all applications for eligibility in accordance with this rule, and shall submit all eligible applications to the Board for its consideration. The Board shall consider all of the information included in the applications, and may also conduct candidate interviews. The decision of the Board shall be final.

Rule 19 - Basic and Reserve Training Academies.

- (a) All training academies must be approved prior to the start of instruction.
- (b) All training academies must ensure that all trainees:
 - (I) have no felony convictions;
 - (II) have been advised, in writing, that a felony conviction absolutely bars them from receiving P.O.S.T. certification or serving as a peace officer;

- (III) have been advised, in writing, that successful completion of the training academy does not guarantee that they will either receive P.O.S.T. certification or be appointed as a peace officer;
 - (IV) have a high school diploma or high school equivalency certificate;
 - (V) have a valid driver's license;
 - (VI) pass a standardized aptitude test approved by the director; and
 - (VII) would not otherwise be prohibited from public service.
- (c) At least thirty days prior to the start of instruction, the academy director of a proposed training academy must submit a detailed outline with the academy application, including:
- (I) an up-to-date schedule of the sequence of courses showing date, time, and length of each course; and
 - (II) the full name and qualifications of the instructors for each course, including those required under rule 20, if applicable; and
 - (III) A VHS-format video tape accurately depicting the site or sites where instruction is to take place. Academy directors have a continuing responsibility to inform the Board of any changes in the information described in this rule.
- (d) The academy director shall issue a certificate to each trainee who successfully completes the approved academy. However, the academy director shall deny a certificate to any trainee who has not attended and successfully completed all portions of a skills training course.
- (e) The academy director must submit the following to the Board within thirty days of the end of the academy:
- (I) a list of all trainees initially enrolled in the academy, identifying those who successfully completed the academy, and the reasons for those who did not; and

- (II) completed trainee critiques using the approved form

Rule 20- Skills Training Academies.

In addition to meeting all the requirements of rule 19, a director of a proposed skills training academy must submit an application, along with a detailed course outline, including both written and performance tests, and a detailed explanation of the standards for passing and failing the course, to the Board at least thirty days prior to the start of instruction.

Rule 21 - Skills Instructors. A skills instructor may be approved to teach in any of three areas: arrest control, law enforcement driving, and firearms.

- (a) An assistant skills instructor may instruct under the direction of a full skills instructor, and assist in evaluating and coaching trainees. To serve as an assistant skills instructor, a person must have successfully completed the relevant approved skills instructor training course.
- (b) A full skills instructor may develop, implement, and evaluate a skills program. To serve as a full skills instructor, a person must have, within the previous three years:
 - (I) eighty hours of experience as an assistant skills instructor in the relevant approved basic skills area, and successfully completed an approved instructor method training course; or
 - (II) demonstrated skills instructional proficiency to the relevant subject matter committee, if the person has previously completed subsection (I) above.
- (c) Any applicant denied approval under sections (a) or (b) of this rule may appeal such denial to the Director within ten days of notification of denial.

Rule 22 - Skills Instruction Safety.

- (a) Arrest control training:
 - (I) There must be at least one instructor for each ten trainees during any practicum or lab session.
 - (II) No practicum or lab session may exceed eight hours in length, nor may such sessions be held on consecutive days.

- (b) Law enforcement driving training:
 - (I) No trainee shall be permitted to participate in a law enforcement driving program unless he or she possesses a valid driver's license.
 - (II) There must be at least one driving track vehicle and one instructor for each six trainees during any instruction at the track.

- (c) Firearms training:
 - (I) There must be at least one instructor for each four trainees enrolled in the program any time a trainee is handling a firearm at any location.
 - (II) Only high-visibility, fluorescent colored, plastic "dummy" ammunition may be used for any weapons handling other than actual live-fire shooting; and
 - (III) Trainees must be provided written and oral reminders over the course of the training, that:
 - (A) all weapons must be treated as if they are always loaded;
 - (B) never let the muzzle of a weapon point at anything you are not willing to destroy;
 - (C) keep your finger off the trigger until the sights are on the target and you are prepared to shoot; and

- (D) always be certain of the target and beyond.
- (IV) Each trainee must fire a minimum of one thousand live rounds of handgun ammunition in a single weapons system, revolver or semi-automatic, before completing the program.

Rule 23 - Vehicle Identification Number Inspector Programs.

- (a) Every vehicle identification number (VIN) inspector program must contain a minimum of sixteen hours, and be approved prior to the start of instruction.
- (b) The program director must submit the following documentation to the Board at least sixty days prior to the start of instruction:
 - (I) a narrative of performance objectives for the program;
 - (II) a copy of the final test for the program;
 - (III) a list of courses to be taught and the time allocated for each course; and
 - (IV) a list of instructors and their qualifications. Instructors shall be approved only for a specific program under this rule.
- (c) To be approved, a program must include at least the following:
 - (I) legal aspects of VIN inspection;
 - (II) use of the National Auto Theft Bureau manual;
 - (III) how to conduct a VIN inspection; and
 - (IV) how to meet the reporting requirements of a VIN inspection.
- (d) The program director must submit the following to the Board within thirty days of the end of the program:

- (I) the score of each trainee and a statement whether each trainee passed or failed the course; and
- (II) a summary of trainee critiques.

Rule 24 - Instructor Training Courses.

- (a) Every instructor training course, whether methods or skills, must:
 - (I) contain a minimum of forty hours of instruction; and
 - (II) be approved prior to the start of instruction.
- (b) The instructor must submit the following documentation to the Board at least thirty days prior to the start of instruction:
 - (I) a detailed course outline;
 - (II) handout materials;
 - (III) a detailed explanation of pass-fail criteria, and;
 - (IV) a list of instructors and their qualifications.
- (c) Instructors for instructor training courses shall be approved on the basis of education, subject matter experience, and instructional experience. Such instructor approval shall be limited to the particular approved course.

Rule 25 - Academy Inspections.

- (a) The program director of any approved program must maintain the following records and documents at the place of instruction during the term of the program, and have them available for inspection by the Board.
 - (I) all documents set out in rules 19 and 20;
 - (II) copies of weekly and subject matter tests; and
 - (III) trainee records indicating:
 - (A) full legal name;
 - (B) date of birth; and
 - (C) program start and end dates.
- (b) Members of the Board, its staff, or its designated representatives may at any reasonable time evaluate any approved program. Such an evaluation shall include, but is not limited to, review of any of the documents required to be maintained under this rule, on-site observation of instruction, and trainee interviews.
- (c) Should the director determine that an academy is not in compliance with P.O.S.T. rules, he shall notify the academy director in writing of the specific deficiencies, and order remedial action.
- (d) The academy director may appeal the Director's order to the Board within thirty days in accordance with rule 5(c).
- (e) Failure to comply with the Director's order shall result in the immediate suspension of the academy's approval, pending review by the Board at its next regular meeting.

PEACE OFFICER TRAINING PROGRAMS

BASIC ACADEMIC TRAINING PROGRAM

Revised September 1996

MINIMUM REQUIRED HOURS

Academic: 293

Skills: 150

TOTAL: 443

I. ADMINISTRATION OF JUSTICE REQUIRED HOURS: 21

A. INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM

Required Minimum Hours: 3

General learning goal: The student will be familiar with the operations of the criminal justice system.

Learning objectives:

1. The student will identify and describe the interaction of the three subsystems of the criminal justice system (CJS):
 - a. law enforcement
 - b. courts (prosecutors)
 - c. corrections
2. The student will identify the following major goals of CJS:
 - a. guarantee due process and equal justice
 - b. reduce crime, the fear of crime, and public disorder
 - c. protection of life and property
 - d. enforcement of laws
 - e. improve the quality of life
3. The student will explain the interrelationships of the components of the CJS with the legislative, judicial, and executive processes.
4. The student will explain the impact of changing needs within the community in relationship to the CJS.

Source Material:

Crime and Justice in America, Chapters 1 and 20.

Understanding Community Policing: A Framework for Action. Chapter 5.

B. LAW ENFORCEMENT ETHICS

Required Minimum Hours: 6

General learning goal: The student will explain the concept of ethics in policing and its relationship to the Law Enforcement profession.

Learning objective:

1. The student will paraphrase the elements contained in "The Law Enforcement Code of Ethics".
2. The student will be able to describe the four categories of character as they pertain to law enforcement behavior.
3. The student will be able to identify ethical behavior, morality and character as it applies to:
 - a. acceptance of gratuities
 - b. use of deception and force
 - c. treatment of citizens, including suspects and informants
 - d. selective enforcement of the law and discretion
 - e. preparation of reports and testimony
 - f. conduct on and off duty

Source Material:

Character & Cops, Chapters 1-5 and 9-11.

C. CRIMINAL PROCESS

Required Minimum Hours: 8

General learning goal: The student will describe and explain the organization and operation of the judicial process and the role of law enforcement in this process.

Learning objective:

1. The student will explain the primary responsibilities of the following:
 - a. federal supreme, appellate, and district courts
 - b. state supreme, appeals, and district courts
 - c. county and municipal courts
 - d. attorneys-prosecuting and defense, public defenders

2. The student will explain and describe the following law enforcement and judicial processes in felonies and misdemeanors:
 - a. arrest
 - b. bail
 - c. arraignment
 - d. preliminary hearing
 - e. plea bargaining
 - f. trial
 - g. disposition

3. The student will explain the role of discretion at the law enforcement officer's level and the impact discretion has on the individual person as well as on the caseload for the overall CJS.

Source Material:

Colorado Courts at a Glance

Colorado Peace Officer's Legal Source Book, Section 12.

Crime and Justice in America, Chapters 1, 11, and 12 (pp. 398-407).

D. STATE, FEDERAL, AND LOCAL LAW ENFORCEMENT AGENCIES

Required Minimum Hours: 4

General learning goal: The student will understand the functions of law enforcement agencies, levels of jurisdiction, and matters of mutual concern.

Learning objective:

1. The student will identify and explain the role, authority, and interagency responsibilities for the three levels of law enforcement listed below:
 - a. Federal. Federal Bureau of Investigation; Drug Enforcement Administration; Bureau of Alcohol, Tobacco and Firearms; Immigration and Naturalization Service; U.S. Marshal's Office; U.S. Postal Inspector; Secret Service; and Internal Revenue Service.

 - b. State. Department of Public Safety; Colorado Attorney General's Office; Department of Revenue; Department of Motor Vehicles; Department of Natural Resources; Campus Police Departments; and Department of Corrections.

- c. Local. Municipal Police Agencies; Sheriff's departments; Department of Social Services; and local probation offices.
- 2. The student will identify the basic capabilities of the CCIC/NCIC systems, and the purpose of each query.

Source Material:

CCIC Training Manual. "QUERY" section, identified Purpose sections only in areas 1-12, pp. 36-98 and Purpose sections only in areas 1-10, pp. 99-127 and Purpose sections only in areas 1-5, pp. 128-160.

Handout on State, Federal, and Local Government

II. BASIC LAW **REQUIRED HOURS: 88**

A. UNITED STATES CONSTITUTION

Required Minimum Hours: 4

General learning goal: The student will explain the relationship of the Bill of Rights, and Fourteenth Amendment to the United States Constitution as they pertain to the rights of all citizens.

Learning objectives:

- 1. The student will define and explain the concepts of due process of law, and equal protection of the law and how violations of constitutional rights impact upon law enforcement.
- 2. The student will explain how constitutional amendments, specifically the first, fourth, fifth, sixth, eighth and fourteenth, affect peace officer responsibilities.

Source Material:

Crime and Justice in America, Chapter 3.

B. ARREST, SEARCH AND SEIZURE, INTERROGATION AND CONFESSIONS, AND RULES OF EVIDENCE

Required Minimum Hours: 16

General learning goal: The student will have a basic understanding of current rules for peace officer conduct as it pertains to arrest, search and seizure, interrogations, confessions and rules of evidence.

Learning objectives:

1. The student will describe and explain rules, elements and provisions of Colorado Revised Statutes, Title 16, Articles 1,2, and 3 and Rules 4 and 41 of the Colorado Rules of Criminal Procedure.
2. The student will explain the laws and court decisions as they pertain to evidence:
 - a. Types of evidence
 - b. Admissibility
3. The student will explain the laws and court decisions as they pertain to statements in an interview/interrogation:
 - a. Voluntariness
 - b. Miranda Considerations
 - c. Witnesses
4. The student will explain the laws and court decisions as they pertain to searches:
 - a. Persons
 - b. Premises
 - c. Vehicles
 - d. Closed Containers
 - e. Warrants
 - f. Administrative
 - g. Consent
 - h. Exigencies
 - i. Plain View
5. The student will explain the laws and court decisions as they pertain to seizures:
 - a. Persons
 - b. Vehicles
 - c. Property/Evidence
 - d. Warrants

Source Material:

Colorado Peace Officer's Handbook
Colorado Peace Officer's Legal Source Book, Sections 2-9 & 11.

C. COLORADO CRIMINAL CODE

Required Minimum Hours: 32

General learning goal: The student will have basic knowledge of the Colorado Criminal Code.

Learning objectives:

1. The student will be able to identify criminal violations within the Colorado Revised Statutes.
2. The student will recognize appropriate questions regarding inquiries into incidents, to determine if they are criminal or civil in nature.
3. The student will be able to identify elements of crimes, and distinguish between crime classifications in the Colorado Revised Statutes, Title 18, **except** Articles 14 and 15. These will include, but are not limited to, the following:
 - a. Use of Force 18-1-707
 - b. Criminal Attempt 18-2-101
 - c. First Degree Murder of a Peace Officer or Fireman 18-3-107.
 - d. Murder 18-3-102
 - e. Manslaughter 18-3-104
 - f. Criminally Negligent Homicide 18-3-105
 - g. Vehicular Homicide 18-3-106
 - h. Assault in the First Degree 18-3-202
 - i. Assault in the Third Degree 18-3-204
 - j. Vehicular Assault 18-3-205
 - k. Menacing 18-3-206
 - l. Extortion 18-3-207
 - m. Reckless Endangerment 18-3-208
 - n. Kidnapping 18-3-301
 - o. Second Degree Kidnapping 18-3-302
 - p. False Imprisonment 18-3-303
 - q. Enticement of a Child 18-3-305
 - r. Unlawful Sexual Behaviors 18-3-401 through 406
 - s. Arson 18-4-102
 - t. Fourth Degree Arson 18-4-105
 - u. Burglary 18-4-202
 - v. Second Degree Burglary 18-4-203
 - w. Robbery 18-4-301
 - x. Aggravated Robbery 18-4-302
 - y. Theft 18-4-401
 - z. Aggravated Motor Vehicle Theft 18-4-409
 - aa. Theft by Receiving 18-4-410
 - bb. Criminal Mischief 18-4-501
 - cc. Trespass 18-4-502
 - dd. Third Degree Criminal Trespass 18-4-504
 - ee. Tampering 18-4-505
 - ff. Second Degree Criminal Tampering 18-4-506
 - gg. Defacing Property 18-4-509
 - hh. Forgery 18-5-102
 - ii. Criminal Possession of a Forged Instrument 18-5-105
 - jj. Criminal Impersonation 18-5-113
 - kk. Fraud by Check 18-5-205
 - ll. Child Abuse 18-6-401

- mm. Domestic Violence 18-6-800.3
- nn. Obstructing Government Operations 18-8-102
- oo. Resisting Arrest 18-8-103
- pp. Ethnic Intimidation 18-9-121
- qq. Illegal Weapons 18-12-102
- rr. Dangerous Weapons 18-12-102
- ss. Possession of a Defaced Firearm 18-12-103
- tt. Defacing a Firearm 18-12-104
- uu. Concealed Weapons 18-12-105

Source Material:

Colorado Peace Officer's Statutory Source Book

D. COLORADO CHILDREN'S CODE

Required Minimum Hours: 8

General learning goal: The student will analyze the Children's Code, cite and explain the major provisions relative to the tasks of peace officers and learn procedures from arrest through investigations, charging, conviction, and sentencing.

Learning objectives:

1. The student will identify how a juvenile is taken into custody and what steps are taken after he is taken into custody.
2. The student will explain the obligations of peace officers and the rights of juveniles during the investigation phase and the criminal proceedings.
3. The student will list the various charging options available with the juvenile system, including how and when juvenile offenders can be prosecuted as adults.
4. The student will learn the procedures which are followed after the case has been filed and what sentencing options are available.
5. The student will learn what juvenile offender information and records may be released.
6. The student will explain the neglect and dependence section of the code relating to:
 - a. Abuse and neglect definitions
 - b. Mandatory reporting requirements
 - c. Evidence of abuse - color photographs and X-rays.
 - d. Protective custody

Source Material:

Colorado Revised Statutes, Title 19.

E. VICTIM'S RIGHTS

Required Minimum Hours: 4

General learning goal: The student will explain the laws relating to victim rights and community resources available for crime victim's services.

Learning objective:

1. The student will be able to recognize the provisions of C.R.S. Title 24, Article 4.1, part 3 and the procedures for locating assistance for victims of crime.

Source Material:

Colorado Peace Officer's Handbook, pp. 60-64

F. LEGAL LIABILITY

Required Minimum Hours: 8

General learning goal: The student will be familiar with governmental and personal exposure to liability and the many "causes of action" which may result in civil suits.

Learning objectives:

1. The student will describe the provisions of law as they pertain to peace officers as delineated in C.R.S. Title 18, Article 8, Part 8.
2. The student will distinguish between torts and crimes.
3. The student will identify, describe, and provide examples of the three basic categories of torts.
 - a. Negligent torts
 - b. Intentional torts
 - c. Constitutional torts
4. The student will describe the two major causes of action in sexual harassment cases.
 - a. Quid pro quo harassment
 - b. Hostile work environment harassment
5. The student will explain the civil procedure in suits involving governmental entities and individual officers.

Source Material:

"Civil Rights and Criminal Justice: Primer on Sexual Harassment"

Colorado Peace Officer's Legal Source Book, Section 16.

Colorado Peace Officer's Statutory Source Book, Sections 6-35 and 6-36.

G. LIQUOR CODE

Required Minimum Hours: 2

General learning goal: The student will identify and explain violations of the Liquor and Beer Code.

Learning objectives:

1. The student will identify and explain the elements of and restrictions imposed in Colorado Revised Statutes, Title 12, Article 46 and Article 47, and the Colorado Code of Regulations specifically:

(Colorado Beer Code)

- a. 12-46-103, Definitions
- b. 12-46-106, Lawful Acts

(Colorado Liquor Code)

- c. 12-47-103, Definitions
- d. 12-47-901, Unlawful acts
- e. 12-47-902, Testing for intoxication by law enforcement officers
- f. 12-47-903, Violations - Penalties
- g. 12-47-904, Duties of inspectors and police officers

(Classes of Licenses)

12-47-401 +

Colorado Code of Regulations

2. The student will explain and discuss peace officer enforcement procedures for Code (Colorado Code of Regulations [CCR] Violations.
3. The student will recognize the types of personal identification which constitute an acceptable verification of age [CCR 47-912].
4. The student will identify and explain the different types of Colorado Retail Liquor/Beer Licenses and Permits as described in Colorado Revised Statutes 12-47-401.

Source Material:

Peace Officer's Statutory Source Book, Chapter titled Alcoholic Beverages Statutes.
Colorado Peace Officer's Handbook, pp. 103-106, 118-123, and p. 132.

H. CONTROLLED SUBSTANCES

Required Minimum Hours: 2

General learning goal: The student will identify and explain violations of the Uniform Controlled Substance Act of 1992.

Learning objectives:

1. The student will explain the definitions of controlled substances as described in C.R.S. 18-18-102.
2. The student will understand and explain the schedules of controlled substances as defined in Colorado Revised Statutes, Title 18, Article 18, Part 2, specifically:
 - a. 18-18-203(1)
 - b. 18-18-204(1)
 - c. 18-18-205(1)
 - d. 18-18-206(1)
 - e. 18-18-207(1)
3. The student will be familiar with the specific controlled substance offenses as defined in Colorado Revised Statutes, Title 18, Article 18, Part 4, specifically:
 - a. 18-18-404 through 18-18-430

Source Material:

Colorado Peace Officer's Handbook

I. ETHNIC INTIMIDATION

Required Minimum Hours: 4

General learning goal: The student will identify and discuss incidents of ethnic intimidation ("hate crimes") and responsibilities of peace officers relative to these crimes.

Learning objectives:

1. The student will identify and explain the elements of the crime and classifications of Ethnic Intimidation, C.R.S. 18-9-121.
2. The student will explain the importance of prompt and broad police response to "hate crimes", to include but not limited to accurate and thorough evidence gathering, report writing, intervention and follow up.
3. The student will explain the dynamics of prejudice which should include the:
 - a. Impact of hate crimes upon their victims.
 - b. Meaning and causes of prejudice.
 - c. relationship between stereotyping and prejudice.
4. The student will discuss the legal provisions and terms pertaining to bias crimes, ethnic intimidation, and civil damages.
5. The student will learn the roles of the officer responding to a hate crime incident.

6. The student will determine whether there is sufficient cause to believe that a hate bias crime has been committed.
7. The student will develop a greater awareness of the impact of racial and ethnic issues on living in contemporary society.

Source Material:

Colorado Revised Statutes, 18-9-121.
Criminal Investigations, Chapter 23.

J. COURT TESTIMONY

Required Minimum Hours: 8

General learning goal: The student will demonstrate an ability to communicate facts to a judge or jury through court testimony.

Learning objectives:

1. The student will demonstrate an officer's responsibilities in preparation for testimony at trial to include handling of evidence and review of all written reports and personal notes.
2. The student will demonstrate the proper courtroom demeanor while testifying in court, to include attire, attitude, posture, answering questions, courtroom procedures, and conclusion of testimony.

Source Material:

Colorado Peace Officer's Legal Source Book, Section 14.
Criminal Investigations, Chapter 24.

III. COMMUNITY INTERACTION REQUIRED HOURS: 12

A. INTRODUCTION/Framework FOR COMMUNITY POLICING

Required Minimum Hours: 4

General learning goal: The student will explain the genesis of community policing and its implications for police operations, citizen involvement, and community safety.

Learning objective:

1. The student will explain the transition from traditional policing to community based policing.
2. The student will define community policing, identifying core components, and discuss implications for the police, municipal/county government, and the community.

3. The student will explain what community policing offers in terms of expanding the role of police officers.

Source Material:

Community Policing: A Contemporary Perspective. Chapter 11.
Problem-Solving: Problem-Oriented Policing in Newport News.
Understanding Community Policing: A Framework for Action.

B. PROBLEM SOLVING

Required Minimum Hours: 4

General learning goal: The student will explain problem solving as one of the two core components of community policing and the roles of each partner, community, government, and police in the problem solving process.

Learning objective:

1. The student will explain the problem solving process and issues associated with participation.
2. The student will describe how the problem solving process might help to reduce crime and fear of crime and improve the quality of life issues in the local community.
3. The student will describe the SARA model (Scanning, Analysis, Response, Assessment) and how it can be used to focus on the different steps in problem solving.
4. The student will cite examples which illustrate how problem solving is used in communities.

Source Material:

Problem-Solving: Problem Oriented Policing in Newport News

C. COMMUNITY PARTNERSHIP

Required Minimum Hours: 2

General learning goal: The student will explain community partnership as one of two core components of community policing. The student will provide an overview of what effective partnerships are and how to sustain them.

Learning objective:

1. The student will identify several community partnership opportunities between the community, government, and police, and explore their benefits.

2. The student will describe the importance of both cooperation and a process for long term partnerships.
3. The student will identify and explain how to minimize obstacles to effective partnerships.

Source Material:

Problem-Solving: Problem-Oriented Policing in Newport News.
Understanding Community Policing: A Framework for Action.

D. CRIME PREVENTION

Required Minimum Hours: 2

General learning goal: The student will explain the basic concept of crime prevention.

Learning objective:

1. The student will identify the peace officer's role in crime prevention and the community's role in crime prevention.
2. The student will explain and discuss the purpose and methods of crime prevention.
3. The student will explain how crime prevention may reduce the incidence of crime.

Source Material:

Crime and Justice in America, Chapter 20

IV. PATROL PROCEDURES REQUIRED HOURS: 58

A. PATROL OBSERVATION AND PERCEPTION

Required Minimum Hours: 3

General learning goal: The student will understand the impact of observation and perception upon patrol activity.

Learning objectives:

1. The student will describe the basic facts that must be taken into account when assessing the credibility of witnesses.
2. The student will describe the impact of external factors such as distance and sound upon perception.

3. The student will identify internal factors such as emotion and experience upon perception.

Source Material:

Police Field Operations, Chapter 3.

B. OFFICER SURVIVAL

Required Minimum Hours: 8

General learning goal: The student will understand the mental, physical and tactical preparations required to survive on the job.

Learning objectives:

1. The student will explain the techniques for the mental, emotional and physical preparation necessary to respond to and recover from a critical incident.
2. The student will explain the elements of threat assessment and describe their effective application.
3. The student will discuss the process of tactic analysis.

Source Material:

Street Survival, Chapters 2, 7, 11 and 16.

Tactical Edge, Chapters 1 and 2.

C. PEDESTRIAN CONTACTS

Required Minimum Hours: 2

General learning goal: To prepare the student for the special hazard involved in pedestrian contacts while on foot or motorized patrol and the proper method to be used to perform these contacts with a minimum of officer risk.

Learning objectives:

1. The student will understand how to safely approach a pedestrian while working alone or with another officer and while on foot or on motor patrol.
2. The student will demonstrate the ability to approach a pedestrian suspect or suspicious person while alone or with another officer.

Source Material:

Police Field Operations, Chapter 6.

Street Survival, Chapter 3.

D. GANGS

Required Minimum Hours: 4

General learning goal: The student will become familiar with the gang culture and their involvement in criminal activity.

Learning objectives:

1. The student will identify risk factors which increase the probability of gang involvement.
2. The student will be aware of factors in the community and in groups which identify potential gang activity.
3. The student will explain the relationship between gangs and drug trafficking.

Source Material:

Criminal Investigations, Chapter 23.

E. VEHICLE STOPS

Required Minimum Hours: 6

General learning goal: The student will understand the basic techniques of vehicle stops.

Learning objective:

1. The student will identify, explain and demonstrate how to safely conduct the three principle types of vehicle stops.
 - a. Traffic violations
 - b. Investigative
 - c. High risk/felony

Source Material:

Street Survival, Chapter 3.

Tactical Edge, Chapter 6.

F. VEHICLE SEARCHES

Required Minimum Hours: 4

General learning goal: The student will understand the elements required for a legal, safe, and effective search of a vehicle.

Learning objectives:

1. The student will explain the requirements and restrictions for a lawful search of a vehicles and seizure of evidence.
 - a. With consent to search.
 - b. Incident to arrest.
 - c. Items in "Plain View".
 - d. With a search warrant.
 - e. With probable cause.
 - f. Inventory searches.

2. The student will demonstrate the search of a vehicle using appropriate officer safety considerations to:
 - a. Remove and control occupants
 - b. Systematically examine the vehicle's interior and exterior.

Source Material:

Colorado Peace Officer's Legal Source Book, Section 4.

Criminal Investigations, chapter 6.

Street Survival, chapter 3.

Tactical Edge, chapter 6.

G. BUILDING SEARCHES

Required Minimum Hours: 4

General learning goal: The student will understand the elements of a safe and effective search of a building.

Learning objective:

1. The student will describe and demonstrate the tactics necessary to conduct a safe search of a building including but not limited to:
 - a. Containment
 - b. Single/multi officer
 - c. Minimize risk
 - d. Search with the eyes
 - e. Search with the sensory abilities
 - f. Utilizing noise discipline
 - g. Moving technique
 - h. Flashlight technique
 - i. Corner radius technique
 - j. Negotiating doors, doorways and windows
 - k. Outdoors techniques: Walls, Bushes, dirt piles, roof edges, etc.

Source Material:

Street Survival, Chapters 3 and 4.
Tactical Edge, Chapter 3.

H. HANDLING IN-PROGRESS CALLS

Required Minimum Hours: 6

General learning goal: The student will understand considerations necessary for responding to in-progress calls.

Learning objectives:

1. The student will identify the factors to be considered in responding to in-progress calls including but not limited to the following:
 - a. response strategy
 - b. cover/concealment
 - c. nature of crime (robbery, burglary, domestic, weapons, alcohol involved, etc.)
 - d. containment
2. The student will demonstrate and explain tactical considerations when handling in-progress calls.

Source Material:

Police Field Operations, Chapter 8.

I. DOMESTIC VIOLENCE

Required Minimum Hours: 4

General learning goal: The student will understand how to effectively assess and intervene in domestic violence incidents.

Learning objectives:

1. The student will identify and explain the elements of Domestic Abuse and the duties of police officers as outlined in the Colorado Revised Statutes.
2. The student will identify the problem solving responsibilities of a peace officer at the scene of a domestic dispute consistent with officer safety, child abuse statutes, criminal statutes involving crimes against persons and conflict resolution.

Source Material:

Colorado Law Enforcement Training Manual on Domestic Violence.
Understanding Community Policing: A Framework for Action, pp. 17-25.

J. CIVIL DISPUTES

Required Minimum Hours: 3

General learning goal: The student will understand how to effectively assess and intervene in a civil dispute.

Learning objectives:

1. The student will be able to identify the differences between a civil dispute and a criminal case.
2. The student will explain the practical and legal issues relating to civil disputes which are most commonly encountered by the peace officer.
3. The student will be able to identify conflict resolution techniques and problem solving strategies to handle civil disputes in order to prevent escalation into violence and/or criminal offenses.

Source Material:

Colorado Peace Officer's Legal Source Book, Section 15.
Problem Solving: Problem-Oriented Policing in Newport News.

K. CROWD CONTROL

Required Minimum Hours: 6

General learning goal: The student will understand the behaviors of crowds and the law enforcement response to large group activity, to include: lawful assemblies, civil disobedience, and riots.

Learning objectives:

1. The student will explain the legal right of citizens to participate in large group activities and engage in lawful demonstrations.
2. The student will explain the Colorado Revised Statutes inclusive of 18-9-101 through 105.
3. The student will describe the psychological influences of crowds and the warning signals leading to civil disobedience.
4. The student will describe the three stages in the formation of a mob.
5. The student will explain the procedure for handling an unlawful assembly to include crowd control formations.
6. Through a practical lab exercise, the student will physically demonstrate acceptable crowd control formations.

Source Material:

Colorado Peace Officer's Statutory Source Book
Police Field Operations, Chapter 10
U.S. Constitution, First Amendment

L. HAZARDOUS MATERIALS

Required Minimum Hours: 8

General learning goal: The student will explain and describe the responsibilities of first responders at the awareness level.

Learning objectives:

1. The student will describe what hazardous substances are, and the risks associated with them in an incident.
2. The student will describe the potential outcomes created when hazardous substances are present at an emergency and how to recognize their presence and identify the hazardous substance, if possible.
3. The student will explain the role of the first responder awareness level individual that is consistent with guidelines in the U.S. Dept. of Transportation's Emergency Response Guidebook.
4. The student will explain how to recognize the need for additional resources and how to make appropriate notifications to the communication center.

Source Material:

Code of Federal Regulations Title 29, 1910.120, Ch. XVII
Hazardous Materials Awareness for First Responder.
1996 Emergency Response Guidebook.

V. TRAFFIC CONTROL REQUIRED HOURS: 28

A. TRAFFIC CODE

Required Minimum Hours: 6

General learning goal: The student will describe and explain the elements of traffic code violations as defined in Colorado Revised Statutes Title 42.

Learning objectives:

1. The student will recognize elements of traffic code violations as defined in Colorado Revised Statutes Title 42, Articles 2, 3 & 4, specifically:

Article 2 - Drivers' Licenses

Part 1: Drivers' License

- 42-2-101 Licenses for drivers required
- 42-2-115 License, permit, or identification card to be exhibited on demand
- 42-2-119 Notices - change of address or name
- 42-2-136 Unlawful possession or use of license

Part 2: Habitual offenders

- 42-2-206 Driving after revocation prohibited
- 42-2-138 Driving under restraint - penalty

Article 3: Registration and Taxation

- 42-3-103 Registration required - exemptions
- 42-3-123 Number of plates to be attached
- 42-3-124 Expiration - temporary, new, and old plates - reflectorized plates
- 42-3-133 Violation of registration provisions - penalty

Article 4: Regulation of Vehicles and Traffic

Part 1: Traffic Regulations

- 42-4-107 Obedience to police officers
- 42-4-108 Public officers to obey provisions - exceptions for emergency vehicles

Part 2: Equipment

Part 6: Signals - Signs - Markings

Part 7: Rights-of-way

Part 8: Pedestrians

Part 9: Turning - stopping

Part 10: Driving - Overtaking - Passing

Part 11: Speed regulations

Part 12: Parking

Part 14: Other offenses

Part 15: Motorcycles

Part 16: Accidents and accident reports

- 42-4-1601 Accidents involving death or personal injuries-duties
- 42-4-1602 Accident involving damage-duty
- 42-4-1603 Duty to give notice, information, and aid
- 42-4-1604 Duty upon striking unattended vehicle or other property
- 42-4-1605 Duty upon striking highway fixtures or traffic control devices
- 42-4-1606 Duty to report accidents
- 42-4-1607 When driver unable to give notice or make written report

Part 19: School Bus Requirements

- 42-4-1903 School buses-stops-signs-passing

2. The student will recognize the existence of the model traffic code, as adopted by local governments.

Source Material:

Colorado Revised Statutes, Title 42, Articles 2, 3, and 4 specifically.

B. TRAFFIC DIRECTION

Required Minimum Hours: 2

General learning goal: The student will have an understanding of vehicle and pedestrian traffic direction and regulation.

Learning objective:

1. The student will be able to describe proper techniques for control of motor vehicle and/or pedestrian traffic.

Source Material:

I.A.C.P. Training Key #279.

C. TRAFFIC ACCIDENT INVESTIGATION

Required Minimum Hours: 12

General learning goal: The student will have an understanding of basic accident investigation procedures.

Learning objectives:

1. The student will be able to explain the identification and protection of an accident scene.
2. The student will be able to recognize and determine the significance of different types of evidence, to include, but not be limited to:
 - a. Tire marks
 - b. Debris
 - c. Vehicle damage
 - d. Roadway marks
3. The student will recognize definitions relating to accident investigation.
4. The student will be able to properly complete the accident report form.

Source Material:

Accident Investigation Manual
Investigating Officer's Traffic Accident Report Manual
Investigator's Traffic Accident Report

D. D.U.I.

Required Minimum Hours: 8

General learning goal: The student will explain the elements of the offense of Driving While Under the Influence of Alcohol, Controlled Substances or any other drug.

Learning objectives:

1. The student will explain the Express Consent law and identify the elements of D.U.I. as contained in C.R.S. 42-4-1301 through 42-4-1304.
2. The student will describe procedures for stopping, approaching, conducting road side sobriety tests, and follow-up necessary for adjudication of D.U.I. charges and revocation requirements.

Source Material:

*Colorado Peace Officer's Statutory Source Book, Chapter 11
D.U.I. Enforcement Manual for the State of Colorado*

VI. INVESTIGATIVE PROCEDURES

REQUIRED HOURS: 56

A. PRELIMINARY INVESTIGATIONS

Required Minimum Hours: 4

General learning goal: The student will understand procedures for conducting a basic crime scene investigation.

Learning objectives:

1. The student will describe information to be obtained when responding to a crime scene.
2. The student will describe and demonstrate, as the initial peace officer arriving on a crime scene, the following:
 - a. If a crime has been committed and type of crime
 - b. Immediate action to be taken and proper notifications to be made.
 - c. Procedures necessary to establish a crime scene perimeter and protect the scene.
 - d. Procedures necessary to locate and isolate witnesses.

Source Material:

Criminal Investigations, Chapters 1 and 2.
Police Field Operations, Chapter 9

B. CRIME SCENE SEARCH

Required Minimum Hours: 2

General learning goal: The student will understand how to conduct an indoor and outdoor search of a crime scene.

Learning objective:

1. The student will identify basic principle search techniques including, but not limited to: grid, strip, spiral or other systematic techniques designed to discover relevant evidence both in an indoor and outdoor setting.

Source Material:

Criminal Investigations, Chapter 6.

C. CRIME SCENE DOCUMENTATION

Required Minimum Hours: 12

General learning goal: The student will understand the correct recording, sketching, and photography techniques of processing a crime scene.

Learning objectives:

1. The student will explain and/or demonstrate basic crime scene photography techniques, to include the three views of the crime scene and camera positions.
2. The student will explain and/or demonstrate basic crime scene note taking techniques, to include recorded narrative; detailed sequence of events; and evidence handling documentation.
3. The student will explain and/or demonstrate the ability to do an indoor and outdoor crime scene sketch utilizing the methods of measurement such as triangulation, base line, or rectangular coordinates; the information contained in a legend; and the value of crime scene sketches relative to photographs.

Source Material:

Criminal Investigation, Chapters 3, 4 and 5.

D. IDENTIFICATION AND COLLECTION OF EVIDENCE

Required Minimum Hours: 10

General learning goal: The student will recognize the different types of physical evidence, identify their value in a criminal investigation and demonstrate effective procedures for evidence collection and preservation.

Learning objectives:

1. The student will describe the value of more commonly encountered evidentiary items found at a crime scene including but not limited to:
 - a. Latent fingerprints
 - b. Bullets
 - c. Shell casings
 - d. Tool Marks
 - e. Hair & fibers
 - f. Documents
 - g. Body fluids

2. The student will describe and/or demonstrate effective methods and techniques for collecting evidence including but not limited to:
 - a. Maintaining admissibility through chain of custody
 - b. Marking, packaging and documenting custody
 - c. Safely preserving evidence
 - d. Locating, dusting, photographing and lifting latent fingerprints.

Source Material:

Criminal Investigation, Chapter 7.

E. INTERVIEW AND INTERROGATION TECHNIQUES

Required Minimum Hours: 6

General learning goal: The student will be familiar with legally acceptable interview and interrogation techniques.

Learning objectives:

1. The student will define the differences between an interview and an interrogation.

2. The student will understand the practical problems encountered during interview/interrogation situations.

3. The student will know what conditions or actions impact the "Voluntariness" of statements made by suspects.
4. The student will know the importance of statements from both hostile and friendly witnesses.

Source Material:

Colorado Peace Officer's Legal Source Book, Section 9.
Criminal Investigations, Chapter 8.

F. IDENTIFICATION OF SUSPECTS

Required Minimum Hours: 4

General learning goal: The student will understand the more common methods and sources of information used to identify suspects.

Learning objectives:

1. The student will be able to identify sources of information which would aid in identifying and locating suspects or witnesses to include but not limited to:
 - a. Field identification
 - b. Mug shots
 - c. Photo identification line-ups
 - d. Physical line-ups
 - e. Modus operandi
 - f. Police and other agency files
 - g. Composite drawings/sketches
 - h. Informants

Source Material:

Criminal Investigations, Chapters 8 and 9.

G. MAJOR CASE CONSIDERATIONS

Required Minimum Hours: 18

General learning goal: The student will understand the procedures for conducting a basic investigation of a major case.

Learning objectives:

1. The student will identify the procedures to be followed at the scene of a major case, including but not limited to:

- a. Robbery
 - b. Assault
 - c. Sex offenses
 - d. Crimes against children
 - e. Death investigations
 - f. Burglary
 - g. Fraud/White Collar Crime
 - h. Computer related crime
 - i. Arson
2. The student will explain the need for sensitivity to the feelings of victims, survivors, and witnesses at a major crime scene.
 3. The student will demonstrate investigative techniques at a mock crime scene.

Source Material:

Sudden Infant Death Syndrome: Family Support and Community Education.

Criminal Investigation, Chapter 1, 11-18, 20

VII. COMMUNICATIONS REQUIRED HOURS: 30

A. REPORT WRITING

Required Minimum Hours: 16

General learning goal: The student will understand the basic requirements of report writing.

Learning objectives:

1. The student will identify the importance, purpose and format for investigative notes.
2. The student will identify the characteristics of effective investigative reports and what types of reports may be required.
3. The student will demonstrate an ability to write a clear, complete, and concise report.

Source Material:

Police Field Operations, Chapter 5

B. STRESS MANAGEMENT

Required Minimum Hours: 4

General learning goal: The student will understand the concept of stress and its sources.

Learning objectives:

1. The student will describe the emotional/psychological and physical responses to stress and how they may interfere with a peace officer's performance.
2. The student will identify stress management techniques.
3. The student will explain and discuss how stress reduction and communication techniques will enhance family and work related relationships.

Source Material:

Police Field Operations, Chapter 13.
Tactical Edge, Chapter 1.

C. VERBAL COMMUNICATION TECHNIQUES

Required Minimum Hours: 8

General learning goal: The student will understand effective communication techniques for dealing with human interaction.

Learning objectives:

1. The student will explain and discuss effective techniques for communicating with individuals or groups.
2. The student will describe effective techniques for diffusing conflict through the use of verbal communication.

Source Material:

Problem Solving: Problem-Oriented Policing in Newport News
Verbal Judo: The Gentle Art of Persuasion
Understanding Community Policing: A Framework for Action

D. INTERACTION WITH SPECIAL POPULATIONS

Required Minimum Hours: 2

General learning goal: The student will understand peace officer interactions with special populations.

Learning objectives:

1. The student will describe and explain behavior that may be indicative of persons with special needs requiring peace officer intervention. These persons include but are not limited to the mentally ill, the elderly and the physically disabled.
2. The student will identify safe, humanistic and statutory requirements for approaching and assisting special populations through a study of C.R.S. 27-10-102 and 27-10-105.

Source Material:

Colorado Revised Statutes 27-10-102 and 27-10-105

RESERVE ACADEMIC TRAINING PROGRAM

Revised September, 1996

MINIMUM REQUIRED HOURS

Academic: 50

Skills: 150 (driving optional)

TOTAL: 160 (without driving), 200 (with driving)

I. ADMINISTRATION OF JUSTICE

REQUIRED HOURS: 8

A. AUTHORITY OF THE COLORADO RESERVE OFFICER

Required Minimum Hours: 1

General Learning Goal: The student will explain the statutory authority by which he/she can function as a Colorado reserve peace officer.

Learning objectives:

1. The student will describe, explain, and discuss the provisions of § 18-1-901(3)(1)(IV.5), C.R.S., which designates authority and training for duties, as well as its limits, in functioning as a Colorado reserve peace officer.
2. The student will describe, explain, and discuss the statutory provisions of "direct supervision" and "express direction" as pertaining to § 18-1-901(3)(1)(IV.5)(A) and (B), C.R.S.
3. The student will describe, explain, and discuss the provisions of the "Colorado Governmental Immunity Act", article 10 of title 24, C.R.S., dealing with being authorized as a volunteer.

Source Material:

Colorado Revised Statutes, 18-1-901(3)(1)(IV.5)

B. INTRODUCTION TO THE CRIMINAL JUSTICE SYSTEM

Required Minimum Hours: 3

General learning goal: The student will be familiar with the operations of the criminal justice system.

Learning objectives:

1. The student will identify and describe the interaction of the three subsystems of the criminal justice system (CJS):

- a. law enforcement
 - b. courts (prosecutors)
 - c. corrections
2. The student will identify the following major goals of CJS:
 - a. guarantee due process and equal justice
 - b. reduce crime, the fear of crime, and public disorder
 - c. protection of life and property
 - d. enforcement of laws
 - e. improve the quality of life
 3. The student will explain the interrelationships of the components of the CJS with the legislative, judicial, and executive processes.
 4. The student will explain the impact of changing needs within the community in relationship to the CJS.

Source Material:

Crime and Justice in America, Chapters 1 and 20.

Understanding Community Policing: A Framework for Action. Chap. 5.

C. LAW ENFORCEMENT ETHICS

Required Minimum Hours: 4

General learning goal: The student will explain the concept of ethics in policing and its relationship to the Law Enforcement profession.

Learning objective:

1. The student will paraphrase the elements contained in "The Law Enforcement Code of Ethics".
2. The student will be able to describe the four categories of character as they pertain to law enforcement behavior.
3. The student will be able to identify ethical behavior, morality and character as it applies to:
 - a. acceptance of gratuities
 - b. use of deception and force
 - c. treatment of citizens, including suspects and informants
 - d. selective enforcement of the law and discretion
 - e. preparation of reports and testimony
 - f. conduct on and off duty

Source Material:

Character & Cops, Chapters 1-5 and 9-11.

II. BASIC LAW

REQUIRED HOURS: 30

A. UNITED STATES CONSTITUTION

Required Minimum Hours: 2

General learning goal: The student will explain the relationship of the Bill of Rights, and Fourteenth Amendment to the United States Constitution as they pertain to the rights of all citizens.

Learning objective:

1. The student will explain how constitutional amendments, specifically the first, fourth, fifth, sixth, eighth and fourteenth, affect peace officer responsibilities.

Source Material:

Crime and Justice in America, Chapter 3.

B. RULES OF EVIDENCE

Required Minimum Hours: 6

General learning goal: The student will have a basic understanding of current rules for peace officer conduct as it pertains to rules of evidence.

Learning objectives:

1. The student will describe and explain rules, elements and provisions of Colorado Revised Statutes, Title 16, Article 3 and Rule 41.1 of the Colorado Rules of Criminal Procedure.
2. The student will explain the laws and court decisions as they pertain to evidence:
 - a. Types of evidence
 - b. Admissibility

Source Material:

Colorado Peace Officer's Handbook
Colorado Peace Officer's Legal Source Book, Sections 2-9 & 11.

C. COLORADO CRIMINAL CODE

Required Minimum Hours: 8

General learning goal: The student will have basic knowledge of the Colorado Criminal Code.

Learning objectives:

1. The student will be able to identify elements of crimes, and distinguish between crime classifications in the Colorado Revised Statutes, Title 18, Articles 3, 4, 6 and 9.

Source Material:

Colorado Peace Officer's Statutory Source Book

D. COLORADO CHILDREN'S CODE

Required Minimum Hours: 4

General learning goal: The student will analyze the Children's Code, cite and explain the major provisions relative to the tasks of peace officers and learn procedures from arrest through investigations, charging, conviction, and sentencing.

Learning objectives:

1. The student will identify how a juvenile is taken into custody and what steps are taken after he is taken into custody.
2. The student will explain the obligations of peace officers and the rights of juveniles during the investigation phase and the criminal proceedings.
3. The student will learn what juvenile offender information and records may be released.
4. The student will explain the neglect and dependence section of the code relating to:
 - a. Abuse and neglect definitions
 - b. Mandatory reporting requirements
 - c. Evidence of abuse - color photographs and X-rays.
 - d. Protective custody

Source Material:

Colorado Revised Statutes, Title 19.

E. VICTIM'S RIGHTS

Required Minimum Hours: 2

General learning goal: The student will explain the laws relating to victim rights and community resources available for crime victim's services.

Learning objective:

1. The student will be able to recognize the provisions of C.R.S. Title 24, Article 4.1, part 3 and the procedures for locating assistance for victims of crime.

Source Material:

Colorado Peace Officer's Handbook, Pp.60-64

F. LEGAL LIABILITY

Required Minimum Hours: 8

General learning goal: The student will be familiar with governmental and personal exposure to liability and the many "causes of action" which may result in civil suits.

Learning objectives:

1. The student will describe the provisions of law as they pertain to peace officers as delineated in C.R.S. Title 18, Article 8, Part 8.
2. The student will distinguish between torts and crimes.
3. The student will identify, describe, and provide examples of the three basic categories of torts.
 - a. Negligent torts
 - b. Intentional torts
 - c. Constitutional torts
4. The student will describe the two major causes of action in sexual harassment cases.
 - a. Quid pro quo harassment
 - b. Hostile work environment harassment
5. The student will explain the civil procedure in suits involving governmental entities and individual officers.

Source Material:

"Civil Rights and Criminal Justice: Primer on Sexual Harassment"
Colorado Peace Officer's Legal Source Book, Section 16.
Colorado Peace Officer's Statutory Source Book, Sections 6-35 and 6- 36.

III. COMMUNITY INTERACTION

REQUIRED HOURS: 4

A. INTRODUCTION/Framework FOR COMMUNITY POLICING

Required Minimum Hours: 4

General learning goal: The student will explain the genesis of community policing and its implications for police operations, citizen involvement, and community safety.

Learning objective:

1. The student will explain the transition from traditional policing to community based policing.
2. The student will define community policing, identifying core components, and discuss implications for the police, municipal/county government, and the community.
3. The student will explain what community policing offers in terms of expanding the role of police officers.

Source Material:

Community Policing: A Contemporary Perspective. Chapter 11.
Problem-Solving: Problem-Oriented Policing in Newport News.
Understanding Community Policing: A Framework for Action.

IV. PATROL PROCEDURES **REQUIRED HOURS: 4**

A. OFFICER SURVIVAL

Required Minimum Hours: 4

General learning goal: The student will understand the mental, physical and tactical preparations required to survive on the job.

Learning objectives:

1. The student will explain the techniques for the mental, emotional and physical preparation necessary to respond to and recover from a critical incident.
2. The student will explain the elements of threat assessment and describe their effective application.

Source Material:

Street Survival, Chapters 2, 7, 11 and 16.
Tactical Edge, Chapters 1 and 2.

V. COMMUNICATIONS REQUIRED HOURS: 4

A. STRESS MANAGEMENT

Required Minimum Hours: 4

General learning goal:: The student will understand the concept of stress and its sources.

Learning objectives:

1. The student will describe the emotional/psychological and physical responses to stress and how they may interfere with a peace officer's performance.
2. The student will identify stress management techniques.
3. The student will explain and discuss how stress reduction and communication techniques will enhance family and work related relationships.

Source Material:

Police Field Operations, Chapter 13.

Tactical Edge, Chapter 1.

CURRICULUM BIBLIOGRAPHY

1996 Emergency Response Guidebook. U.S. Dept. of Transportation. Staff of the Associate Administrator for Hazardous Materials Safety, Research and Special Programs Administration. Washington, D.C.: Government Printing Office, 1996. CALL: 1-800-327-6868 and ask for customer service. or via Internet: <http://hazmat.dot.gov/gydebook.htm>

Accident Investigation Manual. Colorado State Patrol Academy. This handout may be purchased from P.O.S.T. for \$5.00. Send check or money order to P.O.S.T. at address listed on front cover of the manual.

CCIC Training Manual. Colorado Bureau of Investigation. P.O.S.T. does not sell this as printed matter. Send a formatted blank 3.5" diskette to P.O.S.T., and the information will be copied onto the disk for you at no charge.

Character and Cops: Ethics in Policing. Edward J. Delattre. American Enterprise, Inc. Press: 3rd expanded edition. ISBN: 0-8447-3973-1. 1-800-269-6267 or via Internet: <http://www.aei.org/press.htm>

"Civil Rights and Criminal Justice: Primer on Sexual Harassment" *Research in Action*. Paula N. Rubin. National Institute of Justice: October, 1995. Order from the National Criminal Justice Reference Service: 1-800-851-3420 or via e-mail: askncjrs@ncjrs.aspensys.com. The full text of this document can be found on the Internet at: <http://www.ncjrs.org/txtfiles/harass.txt>

Code of Federal Regulations Vol. 29, 1910.120, Ch. XVII "First responder awareness level" section only. With a little research, the full document can be found at the following Internet address: <http://www.access.gpo.gov/index.html>

Colorado Courts at a Glance. Colorado Judicial Branch. Office of the State Court Administrator. Denver, CO: Supreme Court of Colorado, current edition. Order from the Office of the State Court Administrator: (303) 861-1111. The full document can be found on the Internet at: <http://www.courts.state.co.us/scao/cctspam.htm>

Colorado Law Enforcement Training Manual on Domestic Violence. Colorado Domestic Violence Coalition. Colorado: 1995. Order from the Colorado Domestic Violence Coalition: (303) 831-9632.

Colorado Peace Officer's Handbook. Littleton, CO: Data Legal Publishing, current edition. Order through Data Legal Publishing: (720) 283-9214.

Colorado Peace Officer's Legal Source Book. Englewood, CO: Colorado District Attorney's Council, current edition. Order from the Colorado District Attorney's Council: (303) 830-9115.

Colorado Revised Statutes, Titles 18, 19, 24, and 42. These can be found on the Internet at: <http://www.capcon.com/crs.html>

Colorado Peace Officer's Statutory Source Book. Colorado Springs, CO: Police Protective Association of Colorado, current edition. Order from the Police Protective Association: (719) 590-9200. Via Internet: <http://www.cppa.net>

Community Policing: A Contemporary Perspective. Bonnie Bucqueroux and Robert Trojanowicz. Cincinnati, OH: Anderson Publishing, current edition. 2nd printing. ISBN: 0-87084-875-5. Via Internet: <http://www.andersonpublishing.com>

Crime and Justice in America: A Human Perspective. Leonard Territo, James B. Halsted, and Max L. Bromley. Boston, MA: Butterworth-Heinemann: current edition. ISBN: 0-7506-7011-8. address: 225 Wildwood Ave. Woburn, MA 01801-2041. (781) 904-2500 or via Internet: <http://www.bh.com>

Criminal Investigation. Wayne W. Bennett and Karen M. Hess. St. Paul, MN: West Publishing, current edition. ISBN: 0-314-02862-5. 1-800-328-9352.

D.U.I. Enforcement Manual for the State of Colorado. Colorado Division of Highway Safety. Colorado: Colorado Department of Transportation, current edition. Order from the Colorado Dept. of Transportation: (303) 757-9464.

Handout on State, Federal, and Local Government. El Paso County Sheriff's Dept. This handout may be ordered from P.O.S.T. for \$5.00. Send check or money order to P.O.S.T. at the address listed on the front cover of the manual.

I.A.C.P. Training Key #279 - Traffic Control. International Association of Chiefs of Police. 1979. Order from the IACP: 1-800-THE-IACP or via the Internet: <http://www.theiacp.org>

Investigating Officer's Traffic Accident Report Manual. Colorado State Traffic Records Advisory Committee. CO: Colorado Department of Revenue, current edition. Order from Colorado Dept. of Revenue-Driver Support Services: (303) 205-5805 (Marty Trujillo).

Investigator's Traffic Accident Report. Form DR447 and Form DR447A. CO: State of Colorado, current editions. Order from Colorado Dept. of Revenue-Driver Support Services: (303) 205-5805 (Marty Trujillo).

ISFI's Awareness Level Training for First Responders: Student Manual. International Society of Fire Service Instructors. Ashland, MA: current edition. Order from the International Society of Fire Service Instructors: 1-800-435-0005 or via the Internet: <http://www.isfi.org>

Police Field Operations. Thomas Adams. Upper Saddle River, New Jersey: Prentice-Hall, Inc: Current edition. ISBN: 0-13-266362-7. 1-800-382-3419 or via Internet: <http://www.prenhall.com>

Problem Solving: Problem-Oriented Policing in Newport News. National Institute of Justice and the Police Executive Research Forum. Washington, D.C.: U.S. Department of Justice, 1987. ISBN: 1-878734-06-7. 1-800-851-3420

Street Survival: Tactics for Armed Encounters. Ronald J. Adams, Thomas M. McTernan and Charles Remberg. Northbrook, IL: Calibre Press, current edition. ISBN: 0-935878-00-9. 1-800-323-0037 or via Internet: <http://www.calibrepress-catalog.com>

Sudden Infant Death Syndrome: Family Support and Community Education. Handout. The Colorado SIDS Program, Inc. Order from the Colo. SIDS Program: (303) 320-7771 or via email: colo-sids@juno.com

The Tactical Edge: Surviving High-Risk Patrol. Charles Remberg. Northbrook, IL: Calibre Press, current edition. ISBN: 0-935878-05-X. See Calibre Press information above.

Understanding Community Policing: A Framework for Action. Monograph. Office of Justice Programs. Bureau of Justice Assistance. Washington, D.C.: U.S. Department of Justice, 1994. Order from the Bureau of Justice Assistance: Call 1-800-688-4252 or the full document may be downloaded in ASCII text file or Adobe Acrobat file at: <http://www.ncjrs.org/ledocs.htm>

Verbal Judo: The Gentle Art of Persuasion. George J. Thompson and Jerry B. Jenkins. New York, NY: William Morrow, 1993. ISBN: 0-688-13786-5. To order call 1-800-843-9389 or via Internet: <http://www.williammorrow.com>

ARREST CONTROL TRAINING PROGRAM

Revised July, 1997

REQUIRED HOURS: 58

I. ARREST CONTROL ORIENTATION

Required Minimum Hours: 1

General learning goal: The student will explain safety rules and procedures.

Learning objective:

1. The student will explain and discuss the safety rules established during orientation for conduct in class/lab.
 - A. Warm-up exercise period
 1. All students will perform warm-up exercises and stretching exercises before performing any lab activities

II. USE OF FORCE CONSIDERATIONS

Required Minimum Hours 4

General learning goal: The student will explain the concept of "continuum/paradigm of force" and its legal issues.

Learning objective:

1. The student will explain the role of arrest/control techniques and tactics in the continuum/paradigm of force including but not limited to § 18-1-707 and § 18-8-801 through § 18-8-803, CRS.
 - A. General Control: that degree of influence you have to exert over a subject to take him safely into custody.
 - B. Statutory requirements
 1. Use of Force: § 18-1-707
 2. Reporting use of excessive force
 - a. § 18-8-801, CRS: Definitions
 - b. § 18-8-802, CRS: Duty to Report

- c. § 18-8-803, CRS: What constitutes excessive force
- 3. Civil violations
 - a. Chapter 42, U.S. Code - 1983
- C. Documentation of arrests
 - 1. Department policy on documentation of each arrest incident

III. DE-ESCALATION OF FORCE

Required Minimum Hours 4

General learning goal: The student will explain the concept of "de-escalation of force".

Learning objective:

- 1. The student will explain and discuss necessary verbal skills and the role they play in the de-escalation of force.
 - A. Types of skills
 - 1. Verbal
 - 2. Non-verbal
 - 3. Interpersonal communication
 - a. Listening
 - b. Physical

IV. ALTERNATIVES TO THE USE OF DEADLY FORCE

Required Minimum Hours 4

General learning goal: The student will explain and discuss alternatives to the use of deadly force based on the subject's behavior.

Learning objective:

- 1. The student will explain and discuss the role of the continuum/paradigm of force as to alternatives to deadly force and may include:
 - A. Examples of alternative methods
 - 1. Types of chemical agent devices
 - 2. Impact weapons
 - a. Physical techniques
 - b. Available resources

V. BALANCE AND MOVEMENT

Required Minimum Hours 1 Lab

General learning goal: The student will demonstrate minimum physical proficiency during the arrest procedure.

Learning objective:

1. The student will demonstrate minimum proficiency in proper balance and movement prior to and during the arrest procedure.

VI. SEARCH AND HANDCUFFING TECHNIQUES

*Required Minimum Hours Lecture 2 Hrs.
Lab 10 Hrs.*

General learning goal: The student will demonstrate proficiency in searching and handcuffing techniques. The use of training handcuffs shall not be permitted in a basic training class except for section XI Individual Control Programs.

Learning objective:

1. The student will demonstrate proficiency in systematic searching and handcuffing including but not limited to:
 - A. Stop and frisk
 - B. Low risk
 - C. High risk situations

VII. CONTROL TECHNIQUES

*Required Minimum Hours Lecture 1 Hr.
Lab 5 Hrs.*

General learning goal: The student will explain and demonstrate basic techniques for gaining control over suspects.

Learning objective:

1. The student will explain and demonstrate holds including but not limited to:
 - a. Control and escort
 - b. Pre-arrest and non-arrest situations

VIII. CUSTODIAL CARE, TO INCLUDE SUDDEN CUSTODY DEATH SYNDROME (SCDS)

Required Minimum Hours *Lecture &
Lab 2 Hrs.*

General learning goal: The student will understand the basic symptoms of terms identified with SCDS and demonstrate basic techniques in dealing with such problems.

Learning objective:

1. The student will understand the basic symptoms of SCDS and demonstrate basic handling techniques, including but not limited to:
 - a. Introduction and Background of SCDS
 - b. Associated Syndromes
 - (1) Cocaine psychosis
 - (2) Excited Delirium
 - (3) Respiratory Compromise
 - c. Identifiable symptoms and behavioral patterns
 - d. Compliance tactics
 - e. Restraints
 - f. Discussion of research
 - g. Discussion of team submission techniques
 - (1) Multi officer techniques for controlling a suspect.
 - (a) Point officer talks
 - (b) Officers surround suspect
 - (c) "Trigger" word for action
 - (d) Limb control: handcuff and/or hobble
 - (e) Sit subject up in an upright position
 - (f) Decision as to medical transport or police transport
 - h. Practical exercises and demonstration of techniques
 - (1) Tactical positioning
 - (2) Limb control/take-downs to include legs and arms
 - (3) Head and neck stabilization
 - (4) Handcuffing skills
 - (5) Team contact, control, and take-downs

VIII. RETENTION AND RETRIEVAL OF WEAPONS/INSTRUMENTS

Required Minimum Hours *Lecture 1 Hr.*
Lab *3 Hrs.*

General learning goal: The student will explain and demonstrate control and retrieval of duty weapon and other instruments.

Learning objective:

1. The student will demonstrate proficiency in control and retrieval of duty weapons which will include but not limited to:
 - a. handguns
 - b. impact instruments
 - c. chemical agents

IX. NECK RESTRAINTS

Required Minimum Hours *2*

General learning goal: The student will have an understanding of the use of neck restraints.

Learning objective:

1. The student will explain and discuss the use of neck restraints.

XI. IMPACT INSTRUMENTS

Required Minimum Hours *Lecture 1 Hr.*
Lab *7 Hrs.*

General learning goal: The student will explain and demonstrate the use of impact instruments.

Learning objective:

1. The student will demonstrate minimum proficiency in the appropriate use of an impact instrument.

XI. INDIVIDUAL ARREST CONTROL PROGRAMS

Required Minimum Hours *Lecture and/or*
Lab: 10 Hrs.

General learning goal: The student will discuss areas and issues of individual programs and demonstrate their application.

Learning objectives:

1. The student will explain and discuss areas and issues pertaining to specific individual arrest control programs.
2. The student will demonstrate practical application of arrest/control through testing, role-playing (e.g., Redman) or other methods.

LAW ENFORCEMENT DRIVING PROGRAM

Revised January, 2000

REQUIRED HOURS: 40
**(32 hours of lab, including
minimum 3 hours night driving)**

General learning goal: The student will explain the legal aspects associated with emergency vehicle operation, demonstrate skills required for operation of a law enforcement vehicle and explain the factors that affect law enforcement driving.

I. LEGAL ASPECTS

Learning Objective:

1. The student will identify, discuss and explain statutory law, case law and principles of liability governing police vehicle operations.
 - A. Non-Emergency Driving
 1. State statutes requirements
 2. Agency policy
 - 3.. General, civil liability
 - A. Emergency Driving
 1. State statute requirements: § 42-4-108, CRS
 - a. § 42-4-213: Audible and Visual Signals
 2. "Due regard for safety" explanation of state law
 3. Agency policy
 4. General civil liability
 - a. Negligence
 4. Examples of current case law
 5. Identify means by which an agency or officer can be held liable
 - B. Pursuit Driving
 1. State statute requirements: § 42-4-108, CRS
 - a. § 42-4-213: Audible and Visual Signals

2. "Due regard for safety" explanation of state law
 3. Agency policy
 4. General civil liability
 - a. Negligence
 - b. Civil rights violations
 - c. Unreasonableness
 5. Examples of current case law
 - a. Identify means by which held liable
 6. Civil liability
 - a. Accountable for errors or omissions while operating a police vehicle
 - b. "Duty to protect" explanation
 7. Liability of supervisors
 - a. Direct
 - b. Vicarious
 - (1) Failure to supervise
 - (2) Failure to train
 - (3) Failure to discipline
 8. Vicarious liability of agencies
 - a. Policy subject to liability
 - b. Deliberate indifference
 - c. Negative retention
- C. Occupant Restraint System
1. Statutory requirements
 - a. § 42-4-237: Mandatory Use and Exemptions
 - b. Advantages of using occupant restraints while operating an emergency vehicle
 - (1) Agency policy
 - (2) Worker's Comprehension requirements

II. NON-EMERGENCY DRIVING SKILLS

Learning Objective:

1. The student will be able to identify and demonstrate proper non-emergency driving skills and defensive driving methods.

- A. Driver's Attitude and Condition
- B. Driver's Skill and Abilities
- C. Vehicle's Capability and Condition
 - 1. Make a visual pre-drive inspection of the vehicle
 - 2. Vehicle condition
 - a. Use by other officers
 - b. Maintenance of the vehicle
- D. Driving Environment
 - 1. Road, weather, and traffic conditions
 - 2. Always being aware of an "out" or escape maneuver/route in an emergency development
- E. Acceleration and Deceleration
 - 1. "The greater the speed, the longer it takes to stop"
 - 2. Brake fade is due to "over-use" of the system
 - 3. Factors affecting a vehicle
 - 4. Understeer:
 - a. The front tires lose traction before the rear tires and gives the sensation of not steering into the turn - "Plowing".
 - 5. Oversteer:
 - a. The rear tires lose traction and slip towards the outside of the curve and causes the rear of the vehicle to take a wider path through the turn than the front of the vehicle.
- F. Steering and Cornering Skills
 - 1. Two hand positioning
 - 2. Line of travel
 - a. Centripetal force: center seeking force which acts upon a body in motion in a circular or semi-circular motion that is directed to the center of curvature or axis of rotation
 - b. Centrifugal force: center fleeing force which acts upon a body in motion in a circular or semi-circular motion that is directed away from the center of the curvature or axis of rotation.
- G. Skid Avoidance and Control

1. Speed and Traction
 2. Road surface
 - a. Friction
 - (1) Static: at rest (no motion)
 - (2) Rolling: one body going one way and the other body going the opposite direction (develops traction)
 - (3) Kinetic: the contact between two surfaces that are sliding together (no traction)
- H. Collision Avoidance
1. Escape routes
 2. Defensive and alert
- I. Accident survival
1. Angle of impact
 2. Positioning of vehicle
 - a. Collision zone
 3. Collision selection
- J. Backing
1. Steering
 - a. Parallel parking
 - b. Positioning of hands and body
 - c. Changing Vehicle Direction
 2. "Y"/"K" turns
 3. "U" turn
 4. Pull in and back out
- K. Radio Use
1. Divided attention

III. EMERGENCY RESPONSE AND VEHICLE PURSUIT DRIVING SKILLS

Learning Objective:

1. The student will be able to identify, discuss, explain or demonstrate the various skills and techniques necessary to safely operate a vehicle while on an emergency response or vehicle pursuit.
- A. Legal Limitations

1. Limitations based on State Statutes
 - a. § 42-4-213, CRS: Audible and visual signals on emergency vehicles
 - b. § 42-4-108, CRS: Public officers to obey provisions - exceptions for emergency vehicles
 - c. § 42-4-805(8), CRS: Pedestrians yielding to an emergency vehicle
 - d. § 42-4-705, CRS: Operation on approach of emergency vehicles
 2. Limitations based on departmental policy
- B. Driving Position
1. Seat Position
 2. Proper steering wheel position
 3. Police equipment
 4. ALWAYS wear the occupant restraints in the proper manner
- C. Steering
1. Hand position on the steering wheel
 2. Eye movement
- D. Braking
1. Locked wheel skid: all wheels are locked up and the tires are skidding on the road surface
 2. Threshold braking: braking the vehicle to the point just before the wheels lock up
 - a. Incipient skid
 3. "Rolling friction"
 - a. Steering
 4. Anti-lock Braking System (ABS)
- E. Acceleration
1. Traction
- F. Vehicle Dynamics
1. Friction
 - a. Static
 - b. Rolling

- c. Kinetic
 - 2. Centripetal Force
 - 3. Centrifugal Force

- G. Skid Control
 - 1. Rolling friction
 - a. Spin out
 - b. Hydroplaning

- H. Cornering
 - 1. Oversteer
 - 2. Understeer
 - 3. Line of travel
 - a. Speed
 - b. Position
 - 4. Apex
 - a. Entrance
 - b. Exit

- I. Emergency Equipment
 - 1. Limitations: lights/sirens
 - 2. Effects on Other Drivers
 - 3. Use of the Emergency Radio

- J. Speed of the Emergency Vehicle
 - 1. Environmental conditions
 - a. Weather
 - b. Traffic
 - c. Road surface
 - 2. Vehicle condition

IV MENTAL ASPECTS OF NON-EMERGENCY DRIVING

Learning Objective:

- 1. The student will identify, discuss and explain mental aspects of non-emergency driving

A. Psychological Aspects

1. Routine

- a. Same shift, same area
- b. Poor posture
- c. Poor Driving Habits

2. Emotional State

- a. Personal Problems
- b. Job Pressures

3. Fatigue

- a. Long time spans in the vehicle
- b. Shift work
- c. Off-duty employment/education
- d. Lack of rest
- e. Conditioning

B. Driving Process

1. Identify

- a. Mental

2. Analyze

- a. Mental

3. Decide

- a. Mental

4. Execute

- a. Mental
- b. Physical

XII. MENTAL ASPECTS OF PURSUIT DRIVING

Learning Objective:

1. The student will identify, discuss, and explain mental aspects of pursuit driving

A. Psychological Mind Set

1. Routine
 1. Non-routine
 - a. Higher speed
 - b. High stress
 2. Physical Response
 - a. Adrenaline flow
 - b. Tunnel vision
 3. "Have to win"
- B. Judgment Considerations
1. Legalities
 - a. Administrative policy
 - b. Liabilities - recent court decisions
 - c. State law
 2. Win
 - a. No injuries or damages
 - b. No complaints or lawsuits
 - c. Positive or no media coverage
 3. Lose
 - a. Injuries or damages
 - b. Lawsuits filed
 - c. Negative media coverage
 4. Evaluation
 - a. Department policy
 - b. Type of crime
 - c. Danger to others
 - d. Weather conditions
 - e. Road surface
 - f. Re-valuation
 5. Use of force continuum
 - a. Deadly force
- C. Post Pursuit

1. Adrenaline control
2. Injuries/Damage
3. Documentation

VI. MENTAL ASPECTS OF EMERGENCY DRIVING

Learning Objective:

1. The student will be able to identify, discuss, and explain mental aspects of emergency driving
 - A. Psychological Aspects (Nature of the Call)
 1. Routine to Non-routine
 2. Property Crime
 3. Persons Crime
 4. Life threatening
 - a. Weapons
 - b. Injuries
 5. Officer Assistance
 - a. Emergency
 - b. Non-emergency
 - B. Judgment Considerations
 1. Administrative Policy
 - a. Marked vehicle/unmarked vehicle
 2. State law
 - a. Emergency Equipment
 3. Civil liability
 4. Nature of the call
 5. Re-evaluation
 - a. Location
 - b. Traffic
 6. Suspects
 - a. Description
 - b. Direction of travel

VII. PERFORMANCE TESTS: recommended for each student

- A. Three-lane perception/reactor to be done under normal driving conditions (minimum speed-30 MPH).
- B. Low-speed precision driving course to include backing through a cone pattern 150 feet in length demonstrating a left and right pattern through a curved course.
- C. Precision maneuverability road course to include a 90-degree left and right turn, a 180-degree turn, and a high-speed lane change (minimum speed-40 MPH).
- D. Braking technique - Straight line course (minimum speed 40 MPH).

FIREARMS TRAINING PROGRAM

Revised September, 1996

REQUIRED HOURS: 52

I. FIREARMS SAFETY

Required Minimum Hours: 4

General learning goal: The student will handle firearms in a safe manner.

Learning objective:

1. The student will demonstrate the safe handling of handguns, in all environments (especially the classroom), including but not limited to:
 - a. describe and demonstrate range safety and protocol
 - b. explain safety rules for handguns
 - c. discuss and explain common mechanical actions of firearms
 - d. describe and discuss various methods of safely handling and storing the weapon on/off duty

- A. Four rules of firearm safety:
 1. All weapons must be treated as if they are always loaded.
 2. Never let the muzzle of a weapon point at anything you are not willing to destroy.
 3. Keep your finger off the trigger until the sights are on the target and you are prepared to shoot.
 4. Always be certain of the target and beyond.

- B. Handling of firearms, weapons, type/actions:
 1. Safeties on weapons
 2. Single action, double action, double action only
 3. Rendering weapons safe
 4. Unfamiliar weapons
 5. Decocker

- C. Firearms positioning:
 1. Holstered/cased
 2. Ready
 3. On target
 4. Clearing/malfunctions

- D. On-duty safety:
 - 1. Carry condition
 - 2. Weapons handling: holster, in vehicles, gun lockers, buildings, around/with other officers

- E. Off-duty safety:
 - 1. At home security
 - 2. Safety

- F. Range Safety:
 - 1. Protocol
 - 2. Practices
 - 3. Fluorescent plastic dummy ammunition
 - 4. Range commands

- G. Special safety considerations:
 - 1. Plainclothes (concealed/secure)
 - 2. Restroom
 - 3. Alcohol/drug use
 - 4. Ricochets
 - 5. Dry firing
 - 6. Cleaning
 - 7. Penetration

II. EQUIPMENT SELECTION

Required Minimum Hours: 4

General learning goal: The student will explain and discuss equipment related to carrying and using a firearm.

Learning objectives:

- 1. The student will explain and discuss various firearms equipment and alternatives including but not limited to:
 - a. service weapons
 - b. supplemental weapons
 - c. shoulder weapons
 - d. firearms related equipment

- A. Service Weapon:
 - 1. Fit
 - 2. Action type
 - 3. Concealability

4. Accessibility
5. Comfort
6. Reliability
7. Agency Standard

B. Supplemental weapons:

1. Fit
2. Action type
3. Concealability
4. Comfort
5. Reliability
6. Accessibility
7. Agency Standard

C. Introduction to Shoulder weapons:

1. shotguns
 - a. nomenclature of major components
 - b. action type
2. rifles
 - a. nomenclature of major components
 - b. action type
3. selective fire weapons
 - a. nomenclature of major components
 - b. action type

D. Uniform Duty equipment: Advantages and Disadvantages

1. holsters
 - a. weapon retention
 - b. leather
 - c. plastic
 - d. nylon
2. ammo pouches
3. belts

E. Non-uniform equipment: Advantages and Disadvantages

1. shoulder holsters
2. ankle holsters
3. purses

4. fanny packs
5. weapon retention
6. comfort/Concealability
7. clip on types
8. ammo pouches

F. Handgun accessories: Advantages and Disadvantages

1. modification to manufacture equipment
2. trigger modification/adapters
3. sights- night, red laser, and others

III. WEAPON MAINTENANCE

Required Minimum Hours: 2

General Learning Goal: The student will demonstrate how to clean and service a handgun.

Learning objectives:

1. The student will demonstrate care and cleaning of a weapon including but not limited to:
 - a. Nomenclature
 - b. Maintenance of weapon and ammunition
 - c. field stripping

ONLY ONE WEAPON SYSTEM MUST BE TAUGHT

A. Nomenclature:

1. identify the major components of the handgun

B. Clearing:

1. how to safely clear the law enforcement handgun
2. remove ammunition from cleaning area

C. Field Stripping:

1. semi-automatics
 - a. take down the slide, barrel, recoil spring assembly
 - b. frame
 - c. magazine

OR

2. revolvers
 - a. cylinder
 - b. frame

D. Cleaning:

1. semi-automatics
 - a. frame
 - b. slide
 - c. barrel
 - d. magazine

OR

2. revolvers
 - a. frame
 - b. barrel
(1) forcing cone
 - c. cylinder

E. Safety Checks:

1. semi-automatics
 - a. weapon specific
2. revolver
 - a. weapon specific

F. Ammunition:

1. abuse
2. penetrating solvents
3. rotate
4. remanufactured

IV. BASIC PRINCIPLES OF FIRING A LAW ENFORCEMENT HANDGUN

Required Minimum Hours: 8

General learning goal: The student will demonstrate the basic principles of shooting a handgun.

Learning objective:

1. The student will demonstrate the basic techniques of marksmanship and shooting using a handgun that will include but not be limited to:
 - a. stance
 - b. grip
 - c. sight picture/sight alignment
 - d. trigger manipulation
 - e. breath control
 - f. follow through/recovery

- g. presentation
- A. Weapons
 - 1. Weapon fit
 - 2. Safety check
- B. Six basic Fundamentals of Marksmanship: Advantages and Disadvantages of each
 - 1. Stance:
 - a. Balance
 - b. Mobility
 - c. Shooting platform
 - (1) Types of Stance
 - (a) Isosceles-feet side by side, body facing target squarely, arms straight.
 - (b) Interview (Weaver Stance) feet approximately 45 degrees to target, arms flexed, elbows down.
- 2. Grip: Advantages and Disadvantages
 - a. Gun hand position
 - b. Support hand position
 - c. Proper arm tension and position of elbows
 - d. Isometric tension of hands - push/pull
 - e. Amount of tension
 - f. Trigger finger position
- 3. Sight picture/sight alignment:
 - a. Sight alignment
 - b. Sight picture
 - c. Use of eyes - advantages and disadvantages
 - (1) Both eyes
 - (2) Dominant eye
 - (a) Determine
- 4. Trigger Manipulation:
 - a. Definition: The smooth continuous, straight back manipulation of the trigger sufficient to discharge the weapon without disturbing the sights picture/sight alignment (also called pull or press)
 - b. Finger position

5. Breath Control:
Advantages and Disadvantages
 - a. Rapid Fire on short strings of shots
 - b. Deliberate slow fire
6. Follow Through:
 - a. Definition: Maintaining other marksmanship fundamentals through the firing cycle
 - b. Recovery

C. Presentation:

1. Basic Draw of the Weapon
 - a. Gun Hand/Grip
 - b. Withdraw
 - c. Muzzle forward
 - d. Support Hand
 - e. Target acquisition
2. Close Combat Draw
 - a. Gun Hand/Grip
 - b. Withdraw
 - c. Pointing weapon forward
 - d. Weapon retention
 - e. Weak Hand
 - f. Target acquisition
3. Reholster the weapon
 - a. Gun hand
 - b. Support hand
 - c. Eyes

V. WEAPON MANAGEMENT

Required Minimum Hours: 4

General learning goal: The student will safely and effectively demonstrate using a handgun.

Learning objective:

1. The student will demonstrate correct loading/reloading and unloading which includes but is not limited to:
 - a. ammunition management
 - b. weapon status

c. malfunctions

ONLY ONE WEAPON SYSTEM MUST BE TAUGHT AND ALL SAFETY RULES MUST BE ADHERED TO.

Revolver:

Advantages and Disadvantages

A. Checking load status/unloading-double action revolvers

1. Open the cylinder by manipulating the cylinder release mechanism.
2. Inspect the rear of the cylinder, and see if there are any cartridges in the individual chambers.
3. If the weapon is loaded, unload it by using your thumb to depress the extractor rod. Either remove each cartridge or dump all cartridges by use of the extractor rod.
4. Always check to insure all cartridges were dumped. Count the cartridge removed to insure all are accounted for.

B. Loading - double action revolver

Advantages and Disadvantages

Demonstrate both with the left and right hand.

1. Hold the weapon in your weak hand with the muzzle pointed in a safe direction.
2. Press the thumb piece in the appropriate direction to unlock the cylinder. Swing the cylinder out by pushing with the middle two fingers of your weak hand.
3. With your strong hand, place a cartridge in each of the chambers. Hand or speed loader.

C. Speed loading revolvers

Advantages and Disadvantages

1. Equipment and placement
2. Discuss and demonstrate the right and left handed methods of speed loading

D. Immediate Action/Malfunction Revolvers

Advantages and Disadvantages

1. Cartridge under the extractor star
2. Failure to fire
3. Low power round

E. Unloading -- double action revolver

F. Tactical/combat reloading

OR

Semi-Automatic Pistol

Advantages and Disadvantages

- A. Unloading Semi-auto pistols
 - 1. In the Holster
 - 2. Outside the Holster
 - a. Place the muzzle in a safe direction
 - b. Remove the magazine from the pistol
 - c. Work the slide backwards to eject any round in the chamber
 - (1) Cupping technique
 - (2) Round on the ground
 - d. Use the slide stop to lock the slide back. Visually and physically inspect the chamber.
 - e. Any instructions related to manufacture or agency procedures.
- B. Loading Semi-auto pistols
 - 1. Point the muzzle in a safe direction
 - 2. With the slide locked back
 - a. Insert a loaded magazine into the magazine well, and push firmly until it locks into place.
 - b. Release the slide to chamber a round.
- C. With the slide forward in battery
 - a. Insert a loaded magazine into the magazine well and push firmly until it locks into place.
 - b. Grasp the slide by the serrated portion and pull it all the way back. Release it and let the spring action carry the slide forward.
 - c. Engage any appropriate safety or decocking lever.
- D. Tactical Reloading a Semi-auto pistol
Advantages and Disadvantages
 - 1. When
 - 2. Left/right hand procedure
- E. Combat reloading a Semi-auto pistol
Advantages and Disadvantages
 - 1. When
 - 2. Left/right hand procedure
- F. Immediate action
 - 1. TAP-RACK-TARGET
- G. Malfunctions causes:

1. Feedway stoppages
 - a. Improper ammunition
 - b. Magazine not seated properly
 - c. Faulty magazine
 - d. Obstructed chamber
 - e. Slide stop early

2. Failure to fire
 - a. Improper ammunition
 - b. Misfire or empty chamber
 - c. Magazine not seated properly
 - d. Broken firing pin/pin spring
 - e. Slide not in battery

3. Failure to extract
 - a. Improper ammunition
 - b. Dirty extractor
 - c. Dirty chamber
 - d. Broken/worn extractor
 - e. Stuck case

4. Double Feed

5. Failure to eject

- a. Improper ammunition
- b. Magazine not seated
- c. Weapon dirty/not lubricated
- d. Broken ejector
- e. Broken extractor

6. Stovepipe

- a. Limp wrist
- b. Other

H. Weapon status

1. Press check

- a. Keep muzzle directed away from body parts

2. In the holster

3. Out of the holster

VI. DECISIONAL SHOOTING

Required Minimum Hours: 4

General Learning Goal: The student will explain and discuss and demonstrate the firearms role regarding use of force and the importance of "mind set".

Learning objectives:

1. The student will identify and describe the physiological and psychological forces that affect a person threatened with danger including but not limited to:
 - a. shooting decisions
 - b. shooting responsibilities
 - c. mind set conditions
 - d. confidence in ability
 - e. development of levels of preparation and reaction
 - f. mental alertness and concentration

Prerequisite: Legal Aspects of use of deadly force. Ratio of one to one instructor to student required during each scenario and the analysis thereof.

Reinforcement of the following points:

1. All shots fired should be based on a conscious decision to do so. Each shot fired should be fired with intent to hit the target.
2. Decisions to shoot must be based on the lawful use of deadly force. Considerations are:
 - a. Jeopardy: Your perception of imminent danger of suffering serious bodily injury to self or others.
 - b. Opportunity: Suspects range: distance related to weapon.
 - c. Ability: Your perception is the key.
3. The use of Deadly Force is authorized by law in the performance of an officer's duties. Review the current C.R.S. 18-1-707(2)
4. Responsibility of the shooter:
 - a. The shooter is responsible for the projectile from the time it leaves the muzzle and until it comes to rest. (Be sure of your target and beyond).
 - b. Intent of the shooter must be to hit the target with every round fired.
 - c. The shooter must be able to articulate the elements of Jeopardy, Opportunity and Ability.
 - d. An officer is not authorized to use deadly force on a subject just because he/she is a fleeing felon.
5. Mind set conditions:
 - a. awareness and readiness
 - b. transition zones - safe to combat - can be described using color codes of danger.
(1) White-no perception of danger.

- (2) Yellow-relaxed awareness whenever armed.
- (3) Orange-alerted-unknown danger: high level of sensory awareness: firearm may be drawn.
- (4) Red-armed encounter-you are in jeopardy: take cover if possible: firearm is usually drawn.
- (5) Black-lethal assault in progress-someone is trying to kill you: you will probably fire.

c. Effects of hesitation/panic

- 6. Confidence in ability.
- 7. Development of levels of preparation and reactions.
- 8. Mental alertness and concentration.
- 9. Practical exercises-use of shoot/don't shoot scenarios.

Minimum of 5 live fire shoot/don't shoot exercises must be conducted per student. The student is required to articulate their decision.

VII. TACTICAL SITUATIONS

Required Minimum Hours: 20

General Learning Goal: The student will demonstrate commonly recognized survival based, shooting techniques.

Learning objectives:

- 1. The student will demonstrate shooting positions, tactics, and shooting under unusual conditions including but not limited to:
 - a. shot placement
 - (1) center mass
 - (2) other than center mass
 - (3) targets of opportunity
 - b. cover/concealment
 - c. positional shooting
 - d. movement shooting
 - e. multiple targets & selection
 - f. close combat
 - g. one hand shooting and reloading: weak/strong
 - h. long range shooting

Instructor ratio of 1 to 1 is required during live fire scenarios.

A. Shot Placement:

- 1. Knowledge of the effects of terminal ballistics as they relate to:

- a. Central nervous system (head)
 - b. Loss of Blood/Oxygen (Center Mass)
 - c. Mobility of the Threat (Pelvic)
 - d. Targets of Opportunity
 - 2. Effect of barriers and shot placement
- B. Cover/Concealment
- 1. Definition:
 - a. Cover: Anything that stops, turns, or impedes direct or indirect fire.
 - b. Concealment: Keeps you from being seen.
 - 2. Cover
 - a. Objects
 - b. Interior walls and doors
 - c. Exterior walls and doors
 - d. Weapon/Ballistic performance i.e.: Handgun, Shotgun, Rifle
 - 3. Concealment
 - a. Tactical deployment and approach
 - b. Darkness
- C. Positional Shooting:
Advantages and Disadvantages
- 1. Kneeling
 - 2. Prone
 - 3. Adaptability to situation
- D. Movement Shooting:
Advantages and Disadvantages
- 1. Pivots and turns
 - 2. Moving targets
 - 3. Moving shooter
- E. Multiple Targets/Threat Assessment
- 1. Weapon
 - 2. Position
 - 3. Distance

Each student must shoot 3 different live fire (using duty weapon and ammunition) multiple target scenarios and demonstrate building search tactics (building itself is not necessary) for indoor and outdoor skills.

Choices must be articulated. This is in addition to shoot/no shoot scenarios listed in Section F - Decisional Shooting.

- F. Close Combat:
Advantages and Disadvantages
 - 1. Dynamics of close combat as it relates to survivability
 - a. Reaction time
 - b. Distance
 - c. Use of Sights
 - d. Weapon Retention
 - 2. Presentation
 - 3. Drawn weapon search techniques

- G. One hand shooting: weak/strong and reloading
Advantages and Disadvantages
 - 1. Reason to use one hand
 - a. injury
 - b. other hand dedicated to other effort
 - 2. Marksmanship weak/strong
 - 3. Presentation weak/strong
 - 4. Reloading weak/strong
 - 5. Malfunction clearances one handed: weak/strong
 - 6. Exercise: each student must fire 18 rounds with the weak hand.

- H. Discussion of Long Range shooting - 25 yards and beyond:
Advantages and Disadvantages
 - 1. Distance vs. Survivability
 - 2. Range of Handgun and officer responsibility
 - 3. Tactic
 - a. Cover
 - b. Principles of marksmanship
 - c. Threat of rifle/shotgun slugs
 - d. Positions

VIII. DIM LIGHT SHOOTING

Required Minimum Hours: 4

General learning goal: The student will safely and effectively utilize and fire a weapon under dim light conditions.

Learning objectives:

1. The student will demonstrate techniques and tactics utilized in dim light shooting including but not limited to:
 - a. non-flashlight techniques
 - b. flashlight techniques
 - c. cover/movement
 - d. reloading

Instructor ratio must be 4 to 1 except during moving training, then 1 to 1 ratio will be maintained for live fire. Each student must have weapon, flashlight, duty leather.

A. How light affects the eyes

1. Rods and Cones
2. Eye adjustment to light and darkness
 - a. The eye pupil requires about 5 seconds to constrict when going from darkness to light.
 - b. The eye pupil requires about 3 minutes to dilate when going from light to darkness.
 - (1) Give your eyes time to adjust to available light. Don't rush in.
 - (2) When using a flashlight, quick flashes will hurt your dark vision less than a continuous beam.
 - (3) Your flashlight, if shined in the suspect's eyes will temporarily and partially blind and disorient him. The beam lights can cause permanent damage if shined directly into the open eyes for several seconds.
3. Glasses
 - a. Photogray
 - b. Tinted

B. Dim light techniques without a flashlight. Advantages and Disadvantages

1. Let your eyes adjust while standing in the dark behind cover.
2. A light colored building will silhouette you as badly as a light.
3. Keep your movement as quiet as possible.
4. Let your eyes adjust while standing in the dark behind cover.

5. Use shadows
6. Move quietly
7. Use cover/concealment
8. Work corners
9. Use/stay away from light
10. Don't silhouette yourself
11. Doorways
12. Lights

C. Dim light shooting without a flashlight

1. grip
2. aim
3. practice
4. target identification
5. shoot/move
6. cover

D. Types of flashlights:
Advantages and Disadvantages

1. body construction
 - a. knurled aluminum
 - b. light weight metal
 - c. light weight plastic
2. type of beam
 - a. flood
 - b. stream
 - c. adjustable beam
 - d. stream with medium flood
3. flashlight sizes
 - a. width determined by battery size
 - b. length and power
 - c. batteries
4. switches
 - a. sliders
 - b. button

E. Using the flashlight while shooting:
Advantages and Disadvantages

1. method of holding

- a. Keller method - flashlight is in support hand and over the top of the gun hand.
- b. Harries method - flashlight is in support hand and under the gun hand wrist with the backs of the hands pressed together. If the flashlight is too long, it may rest on the forearm of the gun hand. In this position, the button is best activated with the index finger and the slider switch with the thumb.
- c. Chapman method - flashlight is in support hand and pressed along side of the gun hand.
- d. Military method - flashlight is in support hand and held out to the side at arm's length.

F. Activating the flashlight and shooting

1. Identify your target
2. Flash the light on and off
3. Tactical
4. Shoot/Move/Cover
5. Illumination/Move

G. Reloading

1. light off/on
2. cover
3. speed reload
4. tactical reload
5. empty load/lock back
6. malfunction clearance

H. Exercise:

1. Minimum 18 rounds without flashlight not greater than 15 yards
2. Minimum 18 rounds with flashlight not greater than 15 yards

IX. HANDGUN TACTICAL QUALIFICATION COURSE

Required Minimum Hours: 2

General learning goal: The student will qualify with a handgun at a range using the P.O.S.T. approved course.

Learning objective:

1. The student will qualify, with a score of **70%** or higher, utilizing the P.O.S.T. approved handgun tactical course and with a maximum of three formal attempts.

Materials Needed: 1 to 4 ratio of instructor to students, timing device, signaling device. *Student needs:* Firearm, duty gear, reloading device, eye/ear protection. Through out the training, students will load and unload as instructed and begin each stage with the weapon holstered.

Course Information:

- A. Targets: DOE-15 or TQ15 (with a 4 ½ " circle drawn on the center of the head area) scored by the 5-4-1 system on the target. Exception will be on the two head shots which required a hit in the circle area and is scored as a "5" for a hit or a "0" for a shot outside the circle. Any other shots to the head area touching the gray will be scored as "1". Note: The range officer will need to determine the hit or miss performance of the two called head shots.
- B. Arrangement: Two targets minimum of 1 foot apart, maximum of 3 feet apart from their closest edge. Passing Score: 70%.
- C. General: No alibis; targets are referred to as strong or weak target referenced to the strong or weak shooting hand.
 - 1. "Close combat position" is defined as one handed, elbow over the hip and arm is not extended.
 - 2. "Draw" is defined as starting from the secured holster.
 - 3. "Ready" is defined as in the weaver ready with the finger out of the trigger guard.
 - 4. "Cover" is defined by the facilities available at the range and according to the instructions of the instructor.
 - 5. The course must be fired from the shortest distance first to the 25 yard line last. The 1-3 yard line can be shot at 1, 2, or 3 yard line depending on the safety and the structure of the range and target stands.
 - 6. **Ammo management is the shooters responsibility and unless required, reloading will not be controlled by the instructor.**
 - 7. No alibis for failure to obtain time limits.

D. COURSE

Except for the called head shots, the area of concentration for aim is center mass.

<u>STAGE</u>	<u>RDS</u>	<u>YARD LINE</u>	<u>DESCRIPTION</u>	<u>TIME</u>
A.	2/2	1 to 3 yards	Draw and from the close combat position, fire 2 rounds at one target and cover/challenge the other target.	3 sec.
B.	4/6	1 to 3 yards	Draw and from the close combat position, fire 4 rounds target/shooters choice	4 sec.
C.	4/10	7 yard line	Draw and fire 2 rounds strong then 2 rounds weak target	4 sec.
D.	4/14	7 yard line	Draw and fire 2 rounds strong target, Combat reload 2 rounds weak target	7 sec. Semi auto OR 12 sec. Revolver
E.	3/17	7 yard line	Draw and fire 2 rounds strong target, plus 1 round to the strong head Go to the Ready	5 sec.
	3/20		From the ready, upon command, fire 2 rounds weak target plus 1 round to the weak head. Go to the Ready	5 sec.
	4/24		From the ready, upon command, fire 2 rounds strong single hand at the strong target exchange hands, fire 2 rounds weak single hand at the weak target.	7 sec.
F.	6/30	15 yard line	Draw and fire 3 rounds at the strong target, move to cover, Combat reload , fire 3 rounds strong hand, weak target.	12 sec. semi-auto or 17 sec. Revolver
G.	6/36	15 yard line	Draw, kneel fire 3 rounds at the strong target and 3 rounds at the weak target.	10 sec.

H. 6/42 25 yard line Draw, fire 3 rounds at the strong target standing and move to cover, **Tactical Reload**, kneeling or standing (optional) then fire 3 rounds at the weak target. 20 sec.

VEHICLE IDENTIFICATION NUMBER INSPECTOR TRAINING PROGRAM

Revised January 1995

Required Minimum Hours: 17

A. LEGAL ASPECTS OF VIN INSPECTION

1. Knowledge of Colorado statutory provisions pertaining to VIN Inspections.
2. Knowledge of statutory provisions authorizing and regulating the impounding of vehicles.

B. USE OF THE NATB MANUAL

1. Knowledge of how to use the NATB Manual.
2. Knowledge of what types of information can be gained from the NATB Manual.

C. CONDUCTING A VIN INSPECTION

1. Knowledge of how to locate the public VIN.
2. Knowledge of how to interpret the VIN.
3. Knowledge of how to reconstruct the VIN.
4. Knowledge of how to recognize an altered VIN plate.
5. Knowledge of how to recognize a false VIN plate.
6. Knowledge of resources which can be used to locate the confidential VIN.
7. Knowledge of how a criminal salvage switch operation works.
8. Knowledge of how to use the NCIC/CCIC systems to assist in VIN inspections.
9. Knowledge of which organizations can be of assistance in inspecting VINs.

D. REPORTING

Knowledge of how to complete the necessary reports and report forms related to VIN inspections.

NOTE: All instructors for this program must submit an updated resume indicating their qualifications with the program application.

BAIL RECOVERY TRAINING PROGRAM

MINIMUM REQUIRED HOURS: 16

A. INTRODUCTION TO BAIL RECOVERY

Recommended Hours: 3

General learning goal: The student will have basic knowledge of the Colorado Revised Statutes pertaining to bail recovery.

Learning Objectives:

1. The student will explain the provisions of C.R.S. Title 12, Article 7, Part 1.
2. The student will be able to recognize and describe the provisions of C.R.S. 20-1-103, 24-31-303 (1) (h), and 24-33.5-412(1)(p).
3. The student will be familiar with Taylor v. Taintor, 16 Wall. 366, 83 US. 287 (1873).

B. PRINCIPLES OF CRIMINAL CULPABILITY

Recommended Hours: 3

General learning goal: The student will explain the concept of Criminal Culpability.

Learning Objectives:

1. The student will explain and describe the definitions and elements of C.R.S. Title 18, Article 1, part 5 and 6.
2. The student will understand the provisions of C.R.S. 16-11-309(a) subparagraphs (I) and (II) as they relate to violent crimes.
3. The student will describe and explain the provisions of C.R.S. 18-1-704 through 18-1-707(7) as they pertain to the use of physical and deadly force.

C. COLORADO CRIMINAL CODE

Recommended Hours: 6

General learning goal: The student will have basic knowledge of the Colorado Criminal Code.

Learning Objectives:

1. The student will be able to identify the elements of the following statutes as they pertain to potential violations by bail recovery agents:
 - a. Definitions 18-1-901 (3)(c), (d), (e), (g), (h), (m) and (p)

- b. Murder 18-3-102 and 103
- c. Manslaughter 18-3-104
- d. Criminally Negligent Homicide 18-3-105
- e. Assault in first degree 18-3-202
- f. Assault in second degree 18-3-203
- g. Assault in third degree 18-3-204
- h. Menacing 18-3-206
- i. Reckless endangerment 18-3-208
- j. False imprisonment 18-3-303
- k. Criminal mischief 18-4-501
- l. First degree criminal trespass 18-4-502
- m. Second degree criminal trespass 18-4-503

D. FIREARMS AND WEAPONS

Recommended Hours: 2

General learning goal: The student will have basic knowledge of offenses relating to firearms and weapons.

Learning objective:

- 1. The student will be able to explain the definitions and identify the elements of the offense for the following C.R.S. codes:
 - a. Definition 18-12-101
 - b. Title 18, Article 12 except 18-12-108.5 through 18-12-108.7

E. SEIZURE - ENTRY

Recommended Hours: 2

General learning goal: The student will understand the concept of probable cause.

Learning objective:

- 1. The student will explain the concept of Probable Cause and Totality of Circumstances as established in Colorado court decisions.

INSTRUCTOR

TRAINING PROGRAMS

INSTRUCTION METHODOLOGY PROGRAM

Revised January 1995

Required Minimum Hours: 40

I. CURRICULUM

An instruction methodology program must include the following subjects:

1. Principles of learning
2. Writing performance objectives
3. Developing lesson plans
4. Training methods
5. Use and development of audio-visual aids
6. Test construction
7. Training liability

II. INSTRUCTORS

Instructors teaching in an instruction methodology program must meet one of the following criteria:

- A. Master's degree or higher in education, psychology, human resource development, or some other related field; and one year of full-time training experience or its equivalent; or
- B. Bachelor's degree in education, psychology, human resource development, or some other related field; and three years of full-time training experience or its equivalent; or
- C. One hundred and twenty hours of instructor training; and five years of full-time training experience or its equivalent. Instructor training received must include the following subjects:
 1. Principles of learning
 2. Constructing performance objectives
 3. Lesson plans
 4. Training methods
 5. Use of audio-visual aids
 6. Test construction and evaluation
 7. Training liability

ARREST CONTROL INSTRUCTOR PROGRAM

Revised July 1997

Required Minimum Hours: 40

I. CURRICULUM

General learning goal: This program is intended to develop instructor skills required to train law enforcement basic students in the knowledge, skills, and abilities necessary to effectively maintain control of a suspect when making an arrest, as well as the effective and proper use of a police baton. De-escalation tactics and threat assessment techniques must be stressed throughout the program.

A. FORCE CONTINUUM/PARADIGM

1. Knowledge of the use of force options available to peace officers, which minimally include:
 - a. Officer Presence
 - b. Verbal Persuasion
 - c. Hands-on Arrest Control
 - d. Chemical/Electronic Devices
 - e. Control Devices/Impact Instruments
 - f. Neck Restraints
 - g. Deadly Force

B. CIVIL AND CRIMINAL LIABILITY

1. Knowledge of the principles of civil/criminal liability as pertaining to police training and use of physical force.
2. Knowledge of the importance of maintaining proper course documentation as:
 - a. Lesson plans
 - b. Attendance records
 - c. Examination scores (pre and post)
 - d. Performance evaluations
 - e. Remedial records
3. Knowledge of the principles of civil liability as pertaining to the use of force by the individual peace officer.
4. Knowledge of the documentation process as pertaining to the use of force by individual peace officers.

C. FOOTWORK AND MOVEMENT

1. Knowledge of the importance of proper balance and movement prior to, and during, the arrest process as to:
 - a. Proper stance

- b. Proper orientation to subject

D. SEARCHING TECHNIQUES

- 1. Knowledge and ability to perform searching of an individual in the following situations:
 - a. Frisk
 - b. Low risk search
 - c. High risk search
- 2. Knowledge and ability to control weapons detected during the search process of an individual.

E. HANDCUFFING TECHNIQUES

Knowledge and ability to perform handcuffing in the following situations:

- 1. Low risk arrest
- 2. High risk arrest
- 3. Alternative restraining devices as:
 - a. hobbles
 - b. soft restraints
 - c. handcuffing devices
 - d. others

F. CONTROL HOLDS AND "COME-ALONGS"

Knowledge and ability to apply control holds and/or "come-along" holds to subjects in pre and non arrest situations.

G. WEAPON CONTROL & RETRIEVAL

Knowledge and ability to maintain control/retrieval of duty weapons as:

- a. handgun
- b. baton
- c. shotgun
- d. chemical & electronic devices
- e. others

H. INTERMEDIATE RANGE CONTROL DEVICES

Knowledge and ability to effectively use a control device:

- a. Side-handle baton OR
- b. Straight baton OR
- c. OPN
- d. Other approved devices

I. DEFENSE AGAINST WEAPONLESS ATTACKS

Knowledge and ability to effectively defend against a weaponless attack by a suspect prior to and during the arrest process.

J. INSTRUCTION PROCEDURES

1. Knowledge of the various methods in instructing physical arrest control techniques.
2. Knowledge of effective methods in instruction of marginal retentive students.
3. Knowledge of proper documentation of the training experience.

K. STUDENT EVALUATION

Knowledge of the principles of testing and evaluating physo-motor skills in the area of arrest control techniques.

L. DE-ESCALATION

Knowledge and principles of verbal and non-verbal skills to de-escalate a confrontation.

II. INSTRUCTORS

Each instructor must:

- A. Have taught a minimum of 40 hours of an arrest control instructor program within the past 12 months;
- B. Furnish documentation reflecting authorization instruct instructors from his/her particular arrest control discipline; and
- C. Have five (5) years of relevant experience in the use of the arrest control discipline OR taught a minimum of 300 hours within the past three years within that arrest control discipline.

- NOTES:**
- (1) "Arrest control" means actions taken by a peace officer to legally take physical custody of an alleged law violator.
 - (2) "Direct supervision" means an on-site observation of the attendee that includes:
 - (a) A review of arrest control lesson plan(s);
 - (b) Presentation methods in the classroom and "hands-on" demonstration/practice area; and
 - (c) Testing/evaluation of the students.
 - (3) "Threat assessment" means a peace officer's awareness of a response to situations involving suspect/citizen approach and contact; to maintain optimum levels of readiness and safety should the contact situation degenerate.

LAW ENFORCEMENT DRIVING INSTRUCTOR PROGRAM

Revised January 1995

Required Minimum Hours:
(12 hours classroom, 28 hours driving track)*

40

I. CURRICULUM

A. LEGAL ASPECTS

1. Identify statutory law, case law, various departmental policies, and principles of liability governing police vehicle operation under the following various conditions:
 - a. Non-emergency driving
 - b. Emergency driving
 - c. Vehicle pursuit
2. Identify areas in which liability exists for law enforcement agencies and employees as to injuries arising from law enforcement driving activities.

B. OPERATING SKILLS

Demonstrate effective and consistent operation of a law enforcement vehicle under the following conditions:

1. Non-emergency driving
2. Emergency driving
3. Vehicle pursuit

*Of the 12 classroom hours, 4 are recommended in the area of civil liability, 5 are recommended in development of skills, knowledge and abilities, and 3 are recommended for law enforcement vehicle operation under various conditions. Of the 28 hours of "hands-on" driving track instruction, 4 should be on skills, knowledge, and ability development and 24 devoted to law enforcement vehicle operation under various conditions.

Ability to convey proper skills, knowledge, and abilities pertaining to:

1. Identifying factors for driver's training and the unique characteristics of law enforcement driving.
2. Identifying factors that affect law enforcement driving as:
 - a. Driving habits
 - b. Vehicle defects and inspections
 - c. Environmental conditions
 - d. Vehicle dynamics
 - e. Driver attitude
 - f. Stress (judgment and perception)
 - g. Route selection
3. Recognition of the limitations of law enforcement vehicle emergency equipment.
4. Proper use of radio equipment during operation of a law enforcement vehicle
5. Recognition of vehicle capabilities and operator capabilities
6. Identification of factors which impact on initiating and terminating a vehicle pursuit
7. Identification and demonstration of proper strategies and techniques to be used in vehicle pursuit
8. Test development which will effectively evaluate critical elements of the Colorado Revised Statutes and applicable laws pertaining to the operation of law enforcement vehicles
9. Instruction on the development of an effective pre/post test that demonstrates the attendees driving techniques for:
 - a. Non-emergency driving
 - b. Emergency driving
 - c. Vehicle pursuit
10. Exposure to a variety of driving tests
11. Classroom exposure to front-wheel/rear-wheel drive vehicles as to:
 - a. Vehicle dynamics
 - b. Driving techniques

II. COMPLETION REQUIREMENTS

A. TESTS

Areas that must be tested are:

1. Legal issues pertaining to operating an emergency vehicle and operator liability;

2. Law enforcement driving skills and vehicle dynamics; and
3. Law enforcement driving knowledge and concepts
4. Design and development of an effective driving course that measures trainee skills as to:
 - a. Non-emergency driving
 - b. Emergency driving
 - c. Vehicle pursuit
5. Knowledge and demonstration of operating techniques for non-emergency driving, emergency driving, and vehicle pursuit pertaining to:
 - a. Vehicle control techniques
 - b. Skid avoidance and control
 - c. Steering techniques
 - d. Cornering techniques
 - e. Braking techniques
 - f. Acceleration and deceleration techniques
 - g. Backing methods
 - h. Collision avoidance techniques
 - i. Changing vehicle direction/"turnabouts"

B. SCORES

Each attendee must score 80% or higher on the academic portion of the course **and** a score of 80% or higher on the "hands on"/practical portion of the course to successfully graduate the course.

III. INSTRUCTORS

A. REQUIREMENTS

Each instructor must have:

1. One year as a full instructor in driving;
2. Successfully completed at least 80 hours of P.O.S.T. approved Driver Instructor Training Course(s);
3. A valid Driver's License;
4. A letter of recommendation from an existing Colorado Master Driving Instructor who has observed the individual instruct driver training for instructors; and
5. Documentation of at least 40 hours of Basic Driving Instructor contact hours and 8 hours of continuing/in-service education classes or equivalent every three years to maintain a Master Driving Instructor level.

B. EXPERIENCE

At least one of the listed instructors must have had five (5) years or more experience in law enforcement.

C. DEFINITIONS

1. "Master Driving Instructor": Any Colorado Driving Instructor who has presented or assisted in instructing an approved law enforcement driving instructor program.

FIREARMS INSTRUCTOR PROGRAM

Revised January 1995

Required Minimum Hours: 40

I. CURRICULUM

A. FIREARMS INSTRUCTION LIABILITY

B. TRAINING AID INFORMATION

1. Handouts
2. "Hands-on" props
 - a. actual weapons
 - b. equipment
 - c. "safe" equipment
 - i. weapons
 - ii. ammunition
3. Teaching aids
 - a. Overheads
 - b. Flip chart diagrams
 - c. Blackboard diagrams
 - d. Photographs/enlarged drawings
 - e. "SHOOT/NO-SHOOT" Decision films
 - f. Computer aided training
 - g. Target type
 - h. Role playing/Marking rounds

C. NOMENCLATURE/FUNCTION OF A REVOLVER

1. Brands
2. Identify parts and their functions
 - a. Cylinder rotation
 - b. Opening the cylinder
 - c. Hammer
 - d. Safeties
 - e. Cartridge capacity & Caliber identification
3. Safety Features of the Revolver

- a. Single action
 - b. Double action
4. Alterations to the Revolver
- a. ADHERE TO MANUFACTURER'S SPECIFICATIONS
 - b. USE ONLY A FACTORY CERTIFIED ARMORER
 - c. ACCEPTABLE MODIFICATIONS
5. Visual Inspections
- a. Cleanliness, maintenance and lubrication
 - b. Barrel
 - c. Timing of the revolver
 - d. Firing pin
 - e. Frame
 - f. Yoke/crane
 - g. Cylinder
 - h. Hammer
 - i. Sights
 - j. Trigger
 - k. Weapon specific problem areas
6. Function Checks
- a. Complete
 - b. Weapon specific

D. NOMENCLATURE/FUNCTION OF A SEMI-AUTOMATIC PISTOL

- 1. Brands and round capacities
- 2. Identify parts and their functions
- 3. Safety features
- 4. Alterations
 - a. ADHERE TO MANUFACTURERS SPECIFICATIONS
 - b. USE ONLY A FACTORY CERTIFIED ARMORER
- 5. Visual Inspection
 - a. Cleanliness, maintenance and lubrication
 - b. Obstructions/bulges in the barrel
 - c. Timing/slide action
 - d. Firing pin
 - e. "Decocking" lever
 - f. Sights

- g. Grips
 - h. Ejector/extractor
 - i. Magazine(s)
 - j. Magazine latch
 - k. Weak points
 - l. Weapon specific problem areas
6. Function Checks
- a. Weapon inspection and function check for auto pistol
 - (1) Unload the weapon
 - (2) Remove the magazine and clear the chamber
 - b. Visual examination
 - (1) Inspect for any broken, worn, damaged or missing parts
 - (2) Field strip and conduct the same visual examination of the components
 - (3) Inspect the magazines
 - c. Physical examination
 - (1) While field stripped:
 - (a) Firing pin safety
 - (b) Firing in protrusion
 - (c) Proper Cleaning and lubrication
 - (d) Check other areas or parts identified as critical
 - (2) Assembled pistol:
 - (a) Make sure weapon is unloaded
 - (b) Magazine release
 - (c) Lock and slide, to include checking that the slide can be locked to the rear by using the slide stop/slide lock/slide catch
 - (d) Safety/decocking levers
 - (e) Check that the weapon fires properly in both single and double action, if so equipped]
 - (f) Magazine safety
 - (g) Trigger reset
 - (h) Check other areas or parts identified as critical
 - (i) Check ammunition for obvious damage or defects; replace any ammunition you have doubts about

E. INTRODUCTION TO OTHER WEAPONS SYSTEMS

- 1. Rifles
 - a. Types
 - b. Characteristics
 - c. Use in law enforcement

2. Shotguns
 - a. Types
 - b. Characteristics
 - c. Use in law enforcement
3. Sub-machine guns
 - a. Types
 - b. Characteristics
 - c. Use in law enforcement

F. FIREARMS SAFETY

1. Safety on the firearm range
2. Safety on duty
3. Safety off duty
4. Safety and storage in the home
5. Ear and eye protection devices
6. Types of leather equipment

G. TACTICAL SHOOTING INFORMATION

1. Ballistics and bullet performance
2. Cover/concealment in shooting situations
3. Movement in shooting situations
4. Positioning and loading of firearms in tactical shooting situations
5. Weapon retention pertaining to how to carry a firearm and proper equipment
6. Effective firing and field of fire
7. Officer's "mindset" in a shooting situation
8. Importance of the officer's physical condition in a shooting situation

H. DECISION SHOOTING

1. Legal implications with/without use of legal advice

2. Threat perception
3. "Shoot/No Shoot" scenarios
4. How to train using this type of exercise

I. FIREARMS EQUIPMENT

1. Types of holsters/leather
2. Types and use of "speedloaders"/magazines
3. Sidearm grips
4. Sights and sighting devices

J. SHOOTING FUNDAMENTALS

1. Marksmanship
 - a. Shooter's stance
 - b. Shooter's grip
 - c. Sight picture/alignment
 - d. Trigger control
 - e. Breath control
 - f. "Follow-through"/recovery
2. Techniques
 - a. Drawing the weapon
 - b. Reloading the weapon
 - c. Clearing the weapon
 - d. Malfunction drills for a inoperative weapon
 - e. Reholstering the weapon
 - f. Roll call weapon and ammunition inspection

K. BASIC LESSON PLAN CONSTRUCTION Recommended Hours: 1

L. SHOOTING PROGRAM DEVELOPMENT Recommended Hours: 1

1. Program analysis
2. Program objectives
3. Record keeping of qualifications and remedial procedures

M. COACHING THE SHOOTER Recommended Hours: 1
 (with emphasis through the entire course)

N. PROGRAM MANAGEMENT

1. Administration
 - a. Documentation to include: lesson plans, training/scoring records, training plans, and remediation.
 - b. Instructor credentials
2. Range Management
 - a. Staffing
 - b. Facility safety to include: impact zones, safety rules, range commands, ear/eye/weather protection, and medical emergency preparedness.
3. Continuous Review of Program

O. LIABILITY

1. Safety
 - a. Content of instruction
 - b. Documentation of safety instruction
2. Duty relevant instruction
 - a. Valid tactics and techniques
 - b. Justifiable tactics and techniques
 - c. Remedial procedures
3. Training
 - a. Quality
 - (1) On/off duty weapons handling; equipment selection
 - (2) Shoot/Don't shoot
 - (3) Training exercises/environment
 - b. Quantity
 - c. Case law
4. Documentation
 - a. Program
 - b. Shooter's performance
5. Training exercises/environment

II. COMPLETION REQUIREMENTS

A. TESTS

Each attendee must successfully pass a firing pre-test with a score of 85% or higher before the program (OR verified by the agency's CEO) with the authorized handgun.

To successfully graduate from the course, each attendee must demonstrate proficiency of a score 90% or higher with the handgun on the required courses.

III. INSTRUCTORS

Each instructor who instructs any portion of the program must:

1. Have 160 hours of documented instruction in P.O.S.T. approved firearms programs (or equivalent). In-service firearms training programs will not be approved.
2. Each instructor must have a minimum of five (5) years full-time law enforcement experience.

- NOTES:
- (1) Only approved service weapons of the student's department will be authorized in the instructor's course.
 - (2) Two attempts at each qualification course will be allowed and equipment failures will allow an additional attempt. Failure to qualify on **either** course will eliminate the attendee from the instructor program.

FIREARMS TACTICAL QUALIFICATION COURSE

Required Minimum Hours: 2

General learning goal: The student will qualify with a handgun at a range using the P.O.S.T. approved course.

Learning objective:

1. The student will pre-qualify, with a score of **85%** or higher, and a score of **90%** to graduate utilizing the P.O.S.T. approved handgun tactical course and with a maximum of three formal attempts.

Materials Needed: 1 to 4 ratio of instructor to students, timing device, signaling device. *Student needs:* Firearm, duty gear, reloading device, eye/ear protection.

Through out the training, students will load and unload as instructed and begin each stage with the weapon holstered.

Course Information:

- A. Targets: DOE-15 or TQ15 (with a 4½ " circle drawn on the center of the head area) scored by the 5-4-1 system on the target. Exception will be on the two head shots which required a hit in the circle area and is scored as a "5" for a hit or a "0" for a shot outside the circle. Any other shots to the head area touching the gray will be scored as "1".
Note: The range officer will need to determine the hit or miss performance of the two called head shots.
- B. Arrangement: Two targets minimum of 1 foot apart, maximum of 3 feet apart from their closest edge. Passing Score: 80%.
- C. General: No alibis; targets are referred to as strong or weak target referenced to the strong or weak shooting hand.
 1. "Close combat position" is defined as one handed, elbow over the hip and arm is not extended.
 2. "Draw" is defined as starting from the secured holster.
 3. "Ready" is defined as in the weaver ready with the finger out of the trigger guard.
 4. "Cover" is defined by the facilities available at the range and according to the instructions of the instructor.
 5. The course must be fired from the shortest distance first to the 25 yard line last. The 1-3 yard line can be shot at 1, 2, or 3 yard line depending on the safety and the structure of the range and target stands.

6. Ammo management is the shooters responsibility and unless required, reloading will not be controlled by the instructor.
7. No alibis for failure to obtain time limits.

D. COURSE

Except for the called head shots, the area of concentration for aim is center mass.

<u>STAGE</u>	<u>RDS</u>	<u>YARD LINE</u>	<u>DESCRIPTION</u>	<u>TIME</u>
A.	2/2	1 to 3 yards	Draw and from the close combat position, fire 2 rounds at one target and cover/challenge the other target.	3 sec.
B.	4/6	1 to 3 yards	Draw and from the close combat position, fire 4 rounds target/shooters choice	4 sec.
C.	4/10	7 yard line	Draw and fire 2 rounds strong then 2 rounds weak target	4 sec.
D.	4/14	7 yard line	Draw and fire 2 rounds strong target, Combat reload 2 rounds weak target	7 sec. Semi auto OR 12 sec. Revolver
E.	3/17	7 yard line	Draw and fire 2 rounds strong target, plus 1 round to the strong head Go to the Ready	5 sec.
	3/20		From the ready, upon command, fire 2 rounds weak target plus 1 round to the weak head. Go to the Ready	5 sec.
	4/24		From the ready, upon command, fire 2 rounds strong single hand at the strong target exchange hands, fire 2 rounds weak single hand at the weak target.	7 sec.
F.	6/30	15 yard line	Draw and fire 3 rounds at the strong target, move to cover, Combat reload , fire 3 rounds strong hand, weak target.	12 sec. semi- auto or 17 sec. Revolver

G.	6/36	15 yard line	Draw, kneel fire 3 rounds at the strong target and 3 rounds at the weak target	10 sec.
H.	6/42	25 yard line	Draw, fire 3 rounds at the strong target standing and move to cover, <u>Tactical Reload</u> , kneeling or standing (optional) then fire 3 rounds at the weak target.	20 sec.

MASTER FIREARMS INSTRUCTOR TRAINING PROGRAM

Revised January 1995

Required Minimum Hours: 80

I. CURRICULUM

A. COACHING

REQUIRED HOURS: 12

1. Review fundamentals of proper coaching
2. Identify common errors and shooter problems
3. Identify/Review appropriate corrective actions for the problem shooter
4. Review firearms nomenclature

B. EVALUATE/TEST COACHING ABILITY

REQUIRED HOURS: 4

1. Standardized approach
2. Note taking of identified problems/errors
3. Verbalization and "hands-on" correction after problem identification
4. Proper positioning of the coach for correct evaluation

C. LESSON PLANS AND PERFORMANCE OBJECTIVES

REQUIRED HOURS: 1

1. Review of composing proper goals and objectives
2. Review of valid test question construction
3. Review of proper construction of lesson plans

D. TEACHING MARKSMANSHIP

REQUIRED HOURS: 2

1. Identify and review fundamentals
2. Demonstrate/share teaching techniques

E. INTRODUCTION TO BALLISTICS

REQUIRED HOURS: 4

1. In-depth presentation of internal characteristics
2. In-depth presentation of external characteristics including:
 - a. Projectile trajectory
 - b. Bullet configuration
 - c. Windage and physical impacts
3. In-depth presentation of terminal characteristics
 - a. Bullet impact configurations/shapes
 - b. Velocity and Energy
 - c. Bullet weight

F. THE PROBLEM SHOOTER

REQUIRED HOURS: 2

1. Improper/incorrect shooting skills
2. Training aids to correct problems
3. Mental issues to identify and correct
4. Discussion of solutions that have worked
5. Documentation of remedial/corrective instruction

G. DIM LIGHT SHOOTING SITUATIONS

REQUIRED HOURS: 4

1. Sighting techniques
2. Tactics
3. Use of the flashlight
4. Target identification
5. "Sympathetic" gunfire
6. Specialized sights and equipment

H. TEACHING SHOTGUN SKILLS

REQUIRED HOURS: 8

1. Nomenclature
2. Operation and use of the shotgun

3. Maintenance of the weapon
4. Proper shooting stance/position
5. Pattering effect of different ammunition
6. Tactics
7. Choosing the proper ammunition

I. SHOOTING PROGRAM MANAGEMENT
REQUIRED HOURS: 6

1. Objectives/Goals
2. Program planning
3. Records keeping
4. Range Operation
5. Courses of Fire

J. SEMI-AUTOMATIC HANDGUNS
REQUIRED HOURS: 4

1. Transition
2. Nomenclature/functions
3. Shooting Techniques
 - a. Reloading procedures
 - b. Malfunctions/"clearing" the weapon
 - c. Tactics

K. INTRODUCTION TO AUTOMATIC WEAPONS
REQUIRED HOURS: 2

1. Nomenclature/functions
2. Proper applications/deployment
3. Burst mode/full-auto mode
4. Malfunctions/"clearing" the weapon
5. Laws/permits for automatic weapons

L. INTRODUCTION TO RIFLES

REQUIRED HOURS: 2

1. Nomenclature/functions
2. Applications/deployment
3. Choice of ammunition/calibers
4. Sighting systems

M. INTRODUCTION TO GAS SYSTEMS

REQUIRED HOURS: 4

1. Types of gas agents
2. Delivery systems for gas
3. Applications/deployment
4. Decontamination

N. INSTRUCTION OF "SHOOT/NO SHOOT" PROGRAMS

REQUIRED HOURS: 2

1. Legal/Departmental policy principals
2. Articulation of Reasonable Grounds
3. Scenario design
4. Tactics/alternatives in design
5. Principles on how critique the student

O. DIAGNOSING/CORRECTING FIREARMS MALFUNCTIONS AT THE RANGE

REQUIRED HOURS: 2

1. Safety procedures
2. Common breakage
3. Malfunctions
4. Assembly/Disassembly of weapons

P. LIABILITY

REQUIRED HOURS: 4

1. Departmental Liability
2. Instructor Liability
3. Documentation to minimize liability

**Q. COMPUTER-AIDED FIREARMS TRAINING
REQUIRED HOURS: 2**

1. F.A.T.S./C.A.T. Systems
2. Records of officer use
3. Use of verbal commands in using systems
4. Threat analysis

**R. INDIVIDUAL STUDENT PRESENTATION & EVALUATION
REQUIRED HOURS: 1
(per student)**

1. Evaluate/critique speaking ability
2. Evaluate/critique presentation
3. Evaluate/critique presentation content
4. Evaluate/critique sample lesson plan(s)
5. Evaluate/critique selection and use of training aids and visual aids

**S. INDIVIDUAL STUDENT DEMONSTRATION OF COACHING SKILLS
REQUIRED HOURS: 4
(practical demonstration)**

1. Determine the student's ability to identify shooter's problems
2. Determine the student's ability to implement corrective actions to identified problems
3. Evaluate the overall coaching/teaching abilities of the Master's candidate

T. FIREARMS QUALIFICATION

REQUIRED HOURS: 2

(at the range)

1. Fire the P.O.S.T. Standard Handgun Course with a score of 90% or better
2. Fire the P.O.S.T. Standard Shotgun Course with a score of 85% or better

U. ELECTIVES

REQUIRED HOURS: 8

Relevant/pertinent subjects relating to Advanced Firearms Training

II. COMPLETION REQUIREMENTS

Each attendee must successfully pass a firing pre-test with a score of 90% or higher before the instructor (OR verified by the agency's CEO) with the authorized handgun **and** with a score of 85% or higher with the authorized shotgun. Two attempts at each qualification course will be allowed and equipment failures will allow an additional attempt. To successfully graduate from the program, each attendee must also pass any written exam and/or shooting proficiency program.

NOTE: Only approved service weapons of the attendee's department will be authorized in this program, **except** weapons used as training aids.

FORMS



APPLICATION FOR BASIC CERTIFICATION

Revised January 1999

Last Name	First	MI
-----------	-------	----

Home Address	City	State	Zip
--------------	------	-------	-----

Home Telephone: _____ - _____ - _____ SSN: _____ -- _____ -- _____

Date of Birth: _____ - _____ - _____ Sex: M F

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

1. *[Check only one]*

I have successfully completed a P.O.S.T. approved basic training program *[attach copy of training certificate or diploma]*.

I have successfully completed a P.O.S.T. approved course of study, and the P.O.S.T. approved training in the three skill areas *[attach copies of degree and skills training certificates]*.

I currently possess a valid provisional certification and have successfully completed the skills requirements of P.O.S.T. Rule 9(c), as follows:

- Arrest Control Training Comparable Training Skills Examination
 Skills Examination and In-Service Training
- Firearms Training Comparable Training Skills Examination
 Skills Examination and In-Service Training
- Law Enforcement Driving Training Comparable Training Skills Examination
 Skills Examination and In-Service Training

[attach all supporting documents]

2. I have graduated from a high school; *or*
 I have obtained a high school equivalency certificate [*check only one*].
3. I have a current first aid card and cardiopulmonary resuscitation card.
4. I have submitted my fingerprints through a Colorado law enforcement agency to the Colorado Bureau of Investigation, and have requested a criminal history report be directly transmitted to the Board.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

_____ Date: ____ - ____ - ____
Applicant's Signature

Subscribed and sworn to before me this ____ day of _____, _____

 NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

Exams:

____ - ____ - ____: S U

____ - ____ - ____: S U

____ - ____ - ____: S U

Background check received: ____ - ____ - ____ Cleared: Yes No

Certificate No.: B-_____ Date Issued: ____ - ____ - ____





APPLICATION FOR RESERVE OR V.I.N. INSPECTOR CERTIFICATION

Revised January 1999

Last Name	First	MI	
Home Address	City	State	Zip
Home Telephone: _____ - _____ - _____	SSN: _____ -- _____ -- _____		
Date of Birth: _____ - _____ - _____	Sex: M F		

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

[use separate application for each certificate requested -- complete only part I or part II]

PART I -- RESERVE CERTIFICATION

- I have successfully completed the P.O.S.T. approved Reserve Peace Officer Training Program, including the P.O.S.T. approved training in the skill areas of arrest control and firearms *[attach copies of training certificate or diploma, and skills training certificates]*.
 I also successfully completed the P.O.S.T. approved driving skills training as part of the Reserve Peace Officer Training Program I attended *[optional]*.
 - I have graduated from a high school; *or*
 I have obtained a high school equivalency certificate *[check only one]*.
 - I have a current first aid card and cardiopulmonary resuscitation card.
 - I have submitted my fingerprints through a Colorado law enforcement agency to the Colorado Bureau of Investigation, and have requested a criminal history report be directly transmitted to the Board.
-

PART II -- VEHICLE IDENTIFICATION NUMBER INSPECTOR CERTIFICATION

I have successfully completed a P.O.S.T. approved program of instruction for Vehicle Identification Number Inspector Certification [attach certified check or money order, payable to Colorado Peace Officer Standards and Training, in the amount of \$25.00]

I am currently appointed by (law enforcement agency): _____

Street _____ City _____ State _____ Zip _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

Applicant's Signature

Date: ____ - ____ - ____

Subscribed and sworn to before me this ____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

Background check received: ____ - ____ - ____ Cleared: Yes No

Certificate No.: R - _____ Date Issued: ____ - ____ - ____





APPLICATION FOR PROVISIONAL CERTIFICATION

Revised January 1999

Last Name First MI

Home Address City State Zip

Home Telephone: _____ - _____ - _____ SSN: _____ -- _____ -- _____

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

Date of Birth: _____ - _____ - _____ Sex: M F

1. I am eligible for certification in Colorado on the basis of my being authorized to serve as a peace officer in another state or federal jurisdiction (reciprocity) [attach proof of out-of-state or federal authority, and certificate number, if any].

My law enforcement appointments over the past three years are as follows:

Agency City State

From: _____ -- _____ -- _____ To: _____ -- _____ -- _____

Agency City State

From: _____ -- _____ -- _____ To: _____ -- _____ -- _____

2. I have graduated from a high school; or
 I have obtained a high school equivalency certificate [check only one].
3. I have a current first aid card and cardiopulmonary resuscitation card.

4. I have submitted my fingerprints through a Colorado law enforcement agency to the Colorado Bureau of Investigation, and have requested a criminal history report be directly transmitted to the Board.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF PROGRAM APPROVAL, AS WELL AS CRIMINAL PROSECUTION.

Applicant's Signature Date: ____ - ____ - ____

Subscribed and sworn to before me this ____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

____ Approved ____ Disapproved Date: ____ - ____ - ____

If disapproved, reason: _____





APPLICATION FOR RENEWAL OF BASIC CERTIFICATION

Revised January 1999

Last Name First MI

Home Address City State Zip

Home Telephone: _____ - _____ - _____ SSN: _____ -- _____ -- _____

Date of Birth: _____ - _____ - _____ Sex: M F

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

Colorado Basic Certification No.: _____

1. My law enforcement appointments over the past ten years are as follows:

Agency City State
From: _____ - _____ - _____ To: _____ - _____ - _____

Agency City State
From: _____ - _____ - _____ To: _____ - _____ - _____

Agency City State
From: _____ - _____ - _____ To: _____ - _____ - _____

2. I have a current first aid card and cardiopulmonary resuscitation card.
3. I have submitted my fingerprints through a Colorado law enforcement agency to the Colorado Bureau of Investigation, and have requested a criminal history report be directly transmitted to the Board.

4. I have successfully completed the P.O.S.T. skills training or testing, as indicated:

Arrest Control

training academy: _____ date completed: _____

testing site: _____ date completed: _____

Driving

training academy: _____ date completed: _____

testing site: _____ date completed: _____

Firearms

training academy: _____ date completed: _____

testing site: _____ date completed: _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

Applicant's Signature Date: ____ - ____ - ____

Subscribed and sworn to before me this ____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

Passed Exam on : ____ - ____ - ____

Background check received: ____ - ____ - ____ Cleared: Yes No

Renewal approved ____ Disapproved ____ Date: ____ - ____ - ____

If disapproved, reason: _____





CHANGE OF NAME, ADDRESS, TELEPHONE, OR EMPLOYER

Revised January 1999

Last Name First MI

Home Address City State Zip

Home Telephone: _____ - _____ - _____ SSN: _____ -- _____ -- _____

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

Date of Birth: _____ - _____ - _____ Sex: M F

Colorado Basic Certification No.: _____

[complete parts I or II as necessary]

PART I -- CHANGE OF NAME, HOME ADDRESS, OR HOME TELEPHONE

- The name, home address, and home telephone information I have provided above is current as of this date.

Previous name (if applicable)

[attach copy of court order or other document evidencing change of name]

PART II -- CHANGE OF EMPLOYER

Current Employer:

Agency _____ City _____ State _____

From: ____ - ____ - ____ To: ____ - ____ - ____

Previous Employer:

Agency _____ City _____ State _____

From: ____ - ____ - ____ To: ____ - ____ - ____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

Certificate Holder's Signature Date: ____ - ____ - ____

Subscribed and sworn to before me this ____ day of _____, _____

NOTARY PUBLIC
My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

Certificate renewal _____ Approved _____ Disapproved

If disapproved, reason: _____





NOTICE OF PEACE OFFICER APPOINTMENT/SEPARATION

Revised January 1999

[Must be submitted within thirty days of appointment or separation]

Officer's Last Name _____ First _____ MI _____

Officer's Home Address _____ City _____ State _____ Zip _____

Home Telephone: _____ - _____ - _____

SSN: _____ -- _____ -- _____

Sex: M F

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

Officer's Date of Birth: _____ - _____ - _____

1. Officer's Colorado certification number: _____

2. Appointment Separation

Level I Peace Officer

Employment Change

Reserve Officer

Retired

Other (specify): _____

Deceased

Date of appointment or separation: _____ - _____ - _____

3. Agency: _____

Street _____ City _____ State _____ Zip _____

Agency Telephone: _____ - _____ - _____

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN CRIMINAL PROSECUTION.

Signature of Agency Head or Designee

Date: ____ - ____ - ____

FOR STAFF USE ONLY





APPLICATION FOR ACADEMY APPROVAL

Revised January 1999

Academy Name _____

Academy Director _____

Address _____ City _____ State _____ Zip _____

Telephone: _____ - _____ - _____

1. Application for *[check ONLY one]*:

- | | |
|--|--|
| <input type="checkbox"/> General Training Academy | <input type="checkbox"/> Vehicle Identification Number Training Academy |
| <input type="checkbox"/> Reserve Training Academy
Law Enforcement Driving Included <input type="checkbox"/> YES <input type="checkbox"/> NO | <input type="checkbox"/> Instruction Methodology Course |
| <input type="checkbox"/> Skills Training Academy | <input type="checkbox"/> Skills Instruction Course for:
<input type="checkbox"/> Arrest Control <input type="checkbox"/> Firearms
<input type="checkbox"/> Law Enforcement Driving |

[Form 8, completed by the Academy Director, must accompany this application, If any skills training will be offered]

2. The proposed training program will be offered on the following dates and at the following location:

Start Date: _____ - _____ - _____ End Date: _____ - _____ - _____

Academy Name _____ Telephone _____

Address _____ City _____ State _____ Zip _____

Academy Director _____ Expected Number of Trainees: _____

3. I have attached an accurate written description of the facilities, including discussions of seating, lighting, ventilation, acoustics, and environmental aspects of each site, and noting the particular types of instruction which is to take place at each site.

4. I have enclosed a VHS-format video tape which accurately depicts the site or sites where peace officer instruction is to take place.
5. I have attached a written description of the firearms range, arrest control area, and law enforcement driving area, including measures taken to ensure the safety of trainees, staff, and the public *[as applicable]*.
6. I certify that the proposed academy meets all of the minimum requirements of the program curriculum approved by the P.O.S.T. Board for this type of academy *[attach all documents required under applicable P.O.S.T. rules]*.

7. List all *academic* instructors involved in the program *[attach current resume for each instructor]*:

8. I certify that I will comply with the requirements of the P.O.S.T. Rules. I understand that failure to comply with any of the requirements set out in the P.O.S.T. Rules may be cause for the P.O.S.T. Board to revoke approval of this program.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF APPROVAL, AS WELL AS CRIMINAL PROSECUTION.

_____ Date: ____ - ____ - ____
Academy Director's Signature

Subscribed and sworn to before me this ____ day of _____, _____

 NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

____ Approved ____ Disapproved Date: ____ -- ____ -- ____

If Disapproved, reason: _____





APPLICATION FOR SKILLS TRAINING ACADEMY APPROVAL

Revised January 1999

Program Name _____

Program Director _____

Address _____ City _____ State _____ Zip _____

Telephone: _____ - _____ - _____ Total Program Hours: _____

1. Proposed skills training academy in the area of *[check all that apply]*:

Arrest Control Law Enforcement Driving Firearms

2. The proposed training academy will be offered on the following dates and at the following location:

Start Date: _____ - _____ - _____ End Date: _____ - _____ - _____

Academy Name _____ Telephone _____ - _____ - _____

Address _____ City _____ State _____ Zip _____

Academy Director _____ Expected No. of Trainees: _____

[Form 7, completed by the Academy Director, must accompany this application]

3. List all instructors involved in the skills academy, and specify whether assistant or full instructor *[attach current resume and certificates for each instructor demonstrating that the instructor meets P.O.S.T. approved requirements for instructing each course]*:

_____	A	F	_____	A	F
_____	A	F	_____	A	F
_____	A	F	_____	A	F
_____	A	F	_____	A	F

4. I certify that the proposed program meets all of the minimum requirements of the curriculum approved by the P.O.S.T. Board for this type of program *[attach all documents required under applicable P.O.S.T. Rules]*.
5. I certify that I will comply with the requirements of the P.O.S.T. Board rules. I understand that failure to comply with any of the requirements set out in the P.O.S.T. Board rules may be cause for the P.O.S.T. Board to revoke approval of this program.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF PROGRAM APPROVAL, AS WELL AS CRIMINAL PROSECUTION.

_____ Date: ____ - ____ - ____
Academy Director's Signature

Subscribed and sworn to before me this ____ day of _____, _____

 NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

FOR STAFF USE ONLY

____ Approved ____ Disapproved Date: ____ - ____ - ____

If disapproved, reason:



5. I have contacted the academy above, and the cost of the basic training is as follows:

Tuition	\$	_____
Fees	\$	_____
Books	\$	_____
Supplies	\$	_____
Room	\$	_____
Board	\$	_____
TOTAL	\$	_____

6. The law enforcement agency named above and the candidate have executed an agreement requiring the candidate to serve this agency as a full time peace officer, level I, as defined in § 18-1-901(3)(1)(I), C.R.S., for at least three years upon his or her successful completion of the academy. This agency agrees to reimburse P.O.S.T. for the full amount of the grant should the candidate not complete the training academy, become P.O.S.T. certified, or satisfy his or her service obligation *[attach agreement to this application]*.
7. I have provided a written statement regarding why I believe the candidate would be an outstanding peace officer *[attach statement to this application]*.
8. In light of all of the foregoing, I hereby nominate the individual named in Part II of this application for a John R. Shell Law Enforcement Training Grant.

This application must be received by the P.O.S.T. Director no later than May 31. The Director shall review all applications for eligibility in accordance with P.O.S.T. Rule 18, and shall submit all eligible applications to the Board for its consideration. The Board shall consider all of the information included in the applications, and may also conduct candidate interviews. The amount of the grant shall be determined by the Board, but in no event shall it exceed \$3000.00 (three thousand dollars). The decision of the Board shall be final.

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

Agency Head's Signature

Title

Date: ____ - ____ - ____

Subscribed and sworn to before me this ____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: ____ - ____ - ____

[Remember to attach completed Part II -- Candidate Information]

PART II -- CANDIDATE INFORMATION [to be completed by candidate for law enforcement training]

Last Name First MI

Home Address City State Zip

Home Telephone: _____ - _____ - _____ SSN: _____ -- _____ -- _____

NOTE: Home address, telephone and social security number are confidential and will not be released to the public, pursuant to § 24-72-204, C.R.S.

Date of Birth: _____ - _____ - _____ Sex: M F

3. I have completed a written statement explaining why I wish to become a peace officer and why the grant is essential to that goal [attach statement to this application].
2. The following financial information is taken from my most recent state and federal tax returns:
 - Amount of taxable income you entered on line 1 of Colorado Form 104 \$ _____.
 - Number of exemptions you claimed on line 6(d) of federal Form 1040 or 1040A [If you filed a Form 1040EZ, enter "1"] _____
4. I have received three letters of reference from persons not associated with the sponsoring law enforcement agency regarding my potential as a peace officer [attach letters to this application].

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE EXAMINED THIS AFFIDAVIT AND ACCOMPANYING DOCUMENTS, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF, THEY ARE TRUE, CORRECT, AND COMPLETE. I FURTHER ACKNOWLEDGE THAT ANY FALSE STATEMENT, MISSTATEMENT, OR INACCURACY MAY RESULT IN REVOCATION OF MY CERTIFICATION, AS WELL AS CRIMINAL PROSECUTION.

Candidate's Signature Date: _____ - _____ - _____

Subscribed and sworn to before me this _____ day of _____, _____

NOTARY PUBLIC

My Commission Expires: _____ - _____ - _____

STAFF USE ONLY





TRAINEE CRITIQUE

Revised January 1999

Academy Name _____

Course Name _____

Instructor Name _____

Dates Presented: _____ To: _____

Please complete the following critique to the best of your ability. A summary of this instructor's presentation and course material is forwarded to the P.O.S.T. Board for verification of quality of instruction.

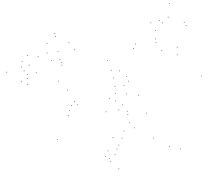
	Very Poor	Poor	Average	Good	Very Good	Excellent
<u>INSTRUCTOR'S PRESENTATION</u>						
A. Voice Projection	0	1	2	3	4	5
B. Voice Clarity	0	1	2	3	4	5
C. Responded to Questions	0	1	2	3	4	5
D. Showed Interest in His/Her Instruction	0	1	2	3	4	5
E. Prepared and Organized for the Class	0	1	2	3	4	5
F. OVERALL PRESENTATION	0	1	2	3	4	5
<u>COURSE CONTENT AND MATERIAL</u>						
G. Presented so the Content could be understood	0	1	2	3	4	5
H. Presented to Follow the Course Student Handout	0	1	2	3	4	5
I. Quality of Handouts	0	1	2	3	4	5
J. Use of Audio-Visual Aids and Films/Videos	0	1	2	3	4	5
K. Use of Demonstrations and Role-Playing	0	1	2	3	4	5
L. OVERALL CONTENT	0	1	2	3	4	5

FOR STAFF USE ONLY

OVERALL AVERAGE: Add the numeric value of "A" through "L" and divide the sum (0 to 60) by 12.

Average: _____





2023-2024

2023



CRIMINAL HISTORY ADVISEMENT

Revised January 1999

ACADEMY: _____

*To be completed by the student on the first day of the academy
and placed in the trainee's permanent file*

PART I -- TRAINEE STATEMENT

I hereby acknowledge that I have read and understand the following:

- No person who has been convicted of a felony may be certified as a peace officer in the State of Colorado, as provided by § 24-31-304 (1) (a), C.R.S.; and
- It is each applicant's responsibility to determine the applicant's eligibility for certification prior to enrolling in any training program, pursuant to § 24-31-304 (1) (b), C.R.S.

Signature of Trainee: _____ Date: _____

PART II -- ACADEMY DIRECTOR STATEMENT

I hereby verify I have taken reasonable steps to determine whether this trainee is ineligible for peace officer certification, and will exclude this trainee from this training program if he/she is ineligible for certification by reason of a conviction of a felony.

Signature of Academy Director or Designee: _____ Date: _____

STAFF USE ONLY



