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**IDAPA 11  
TITLE 11  
Chapter 01**

**11.11.01 - RULES OF THE IDAHO PEACE OFFICER  
STANDARDS AND TRAINING COUNCIL**

**000. -- 003. (RESERVED).**

**004. DEFINITIONS.**

01. POST. The Idaho Peace Officer Standards and Training Program. (7-1-93)
02. Department Head. A chief of police, sheriff, or chief administrator of any law enforcement agency of the state or any political subdivision thereof who is responsible for the prevention and detection of crime and the enforcement of the penal, traffic, or highway laws of this state or any political subdivision. (7-1-93)
03. Trainee. A peace officer participating in any POST approved training program for which reimbursement may or may not be granted. (7-1-93)
04. Department. A law enforcement agency which is a part of, or administered by, the state or any political subdivision thereof, and which is responsible for the prevention and detection of crime or the enforcement of penal, traffic and highway laws of the State. (7-1-93)
05. School Director or Coordinator. An individual charged with the responsibility of conducting a training school under the provisions of the ACT. (7-1-93)
06. School. Any school, college, university, academy, or local training program which offers law enforcement training and includes within its meaning the combination of course curriculum, instructors and facilities, or any training session as certified by POST. (7-1-93)
07. High School. A school accredited as a high school by the Department of Education of the state in which the high school is located, or a school accredited as a high school by the recognized regional accreditation body, or a school accredited as a high school by the State University of the state in which the school is located. (7-1-93)
08. The "Act". Title 19, Chapter 51, of the Idaho Code. (7-1-93)
09. Reimbursement. The money allocated to departments meeting the requirements of the Act. (7-1-93)
10. Specification. A description of a requirement supplementing a section of the Rules. (7-1-93)
11. Lateral Entry. Employment of an officer at any rank by a department, based upon special qualifications without following the usual selection process established by the jurisdiction for lowest officer position. (7-1-93)
12. Certificate. A document issued to peace officer training schools and individuals qualifying under the rules set by the Council. (7-1-93)
13. Basic Recruit School or Academy or Basic Training Course. The minimum basic peace officer training academy program of the Idaho Peace Officer Standards and Training Council. (7-1-93)
14. Qualified Instructor. Any person certified by the Idaho POST Council as being competent to teach in a Council approved school. (7-1-93)
15. In-Service Training. Training designed to refresh or add to an individual's capabilities to do the task to which he is assigned. (7-1-93)

16. Field Training. Training in which an individual recruit receives formal instruction on the job for special and defined purposes. (7-1-93)
17. The "Manual". This book of Rules as adopted by the Idaho Peace Officer Standards and Training Council. (7-1-93)
18. Full Time. Employment of eighty (80) hours or more per month for ninety (90) consecutive calendar days. (7-1-93)
19. Part Time. Employment of less than eighty (80) hours per month for ninety (90) consecutive calendar days. (3-20-97)
20. Temporary. Employment of less than ninety (90) consecutive calendar days. (3-20-97)
21. Normal Hearing. Hearing which varies from zero to twenty-five (0-25) decibels. Waivers to this may be considered by the POST Council. (7-1-93)
22. College Credit. A unit of work towards a baccalaureate or vocational degree accepted by a college or university of higher education accredited by the Northwest Association of Schools and Colleges, or other equivalent accrediting agency. (7-1-93)
23. Peace Officer. Per Section 19-5101(d), Idaho Code, any employee of a police or law enforcement agency which is a part of or administered by the state or any political subdivision thereof and whose duties include and primarily consist of the prevention and detection of crime and the enforcement of penal, traffic, or highway laws of this state or any political subdivision. (7-1-93)
24. Law Enforcement Profession. As used in agreements entered into pursuant to Section 19-5112, Idaho Code, means a peace officer whose duties include and primarily consist of the prevention and detection of crime and the enforcement of penal, traffic, or highway laws of this state or any political subdivision. (7-1-93)

**005. -- 010. (RESERVED).**

**011. SEVERABILITY.**

Each Rule and every part of each Rule is independent and the holding of any Rule or any part thereof to be unconstitutional, void or ineffective for any cause does not affect the validity or constitutionality of any other Rule or part thereof, unless the remaining portion is rendered meaningless or ineffectual. (7-1-93)

**012. -- 029. (RESERVED).**

**030. GENERAL AND INCIDENTAL POWERS AND DUTIES.**

Besides those enumerated previously (those in the Title 19, Chapter 51, Idaho Code), the duties of the Council shall be to do and perform all other acts and things required by law or which may be necessary to the full discharge of the duties of said Council, and shall include, but not be limited to the following: (7-1-93)

01. Certification. To issue certification to law enforcement officers when they meet the requirements as established by the POST Council in the Policies and Procedures Manual. (7-1-93)
02. File. To receive and file for record copies of merit rules of local ordinances passed by local governmental agencies who thereby elect to participate in the training program and recruitment procedure. (7-1-93)
03. Maintain. To maintain files and transcripts on all certified peace officers, instructors and schools, and furnish information from files upon request of the officer or employing law enforcement agencies. (7-1-93)
04. Receive and Maintain. To receive and maintain as trustees for the state of Idaho all physical properties and records which shall come into the possession of the Council by virtue of its existence. (7-1-93)
05. Establish. To establish such committees, both permanent and temporary, as may be necessary to

- more fully carry out the administrative duties of the Council. (7-1-93)
06. To Elect. To elect its officer consisting of a Vice-Chairman annually from among its membership. (7-1-93)
07. Rules. To adopt and amend rules consistent with law for its internal management and procedure (7-1-93)
08. Assist. Upon request, to assist departments and directors of training in administration and training problems encountered in complying with the various aspects of the Act as well as the ultimate objective of the Act, i.e., raising the level of competence of peace officers in Idaho. (7-1-93)
09. Study. To make a continuous study of peace officer training methods and consult with and accept the cooperation of any recognized local, state or federal law enforcement agency or educational institution. (7-1-93)
10. Consult and Cooperate. To consult and cooperate with other departments and agencies of the state concerned with peace officer training. (7-1-93)
11. Jurisdiction. To make recommendations concerning any matter within its jurisdiction concerning the Act. (7-1-93)
12. Rules. To adopt permanent rules and procedures for operation of a full-time and part-time peace officer training program. (3-20-97)
13. Director. There shall be established in the Department of Law Enforcement a classified position of Executive Director of the Idaho Peace Officer Standards and Training Council. (3-20-97)
- a. An Executive Director will be employed by the Department of Law Enforcement to serve under the direction of the POST Council in carrying out the duties and responsibilities of the Council. (7-1-93)
- b. The Executive Director shall have supervision over as many classified employees as the Council shall deem necessary in carrying out its function. (7-1-93)
- c. For administrative purposes, the Executive Director and his/her staff will be governed by the Policies and Rules of the State of Idaho, and the Department of Law Enforcement, concerning but not limited to fiscal, purchasing and personnel matters. (7-1-93)
- d. The Executive Director shall be selected by the POST Council from among the top five (5) applicants (or the approved certification) on the register established by the Idaho Personnel Commission after competitive testing. (7-1-93)
14. Chairman. The Chairman of the POST Council will recommend one Chief or Sheriff who is a member of the POST Council to serve on the examining board set up by the Idaho Personnel Commission. (7-1-93)
15. Council. Except for the Executive Director of the POST Council, the members of the Council receive no compensation for their services but shall be allowed their actual and necessary expenses incurred in the performance of their functions, as prescribed by law. (7-1-93)
16. Resignations and Replacements. (7-1-93)
- a. Any Council member who ceases to qualify as such, shall at once notify the Governor and Chairman in writing. (7-1-93)
- b. Any Council member who desires to terminate their services shall notify the Governor and Chairman in writing of their intentions. (7-1-93)
17. Rules of Procedure in Contested Cases. Rules of Procedure in contested cases shall be governed by

- the Administrative Procedures Act. (Title 67, Chapter 52 of the Idaho Code). (7-1-93)
18. Reasons for Granting Additional Time to Complete POST Training. (7-1-93)
    - a. Sickness or physical disability of officer or immediate family member. (7-1-93)
    - b. Cancellation of Basic Academy due to small number of applicants. (7-1-93)
    - c. Natural disaster. (7-1-93)
    - d. Reapplication to the Academy after failing or being unable to complete a previous Basic Academy Session. (7-1-93)
    - e. For cause and in writing pursuant to Section 19-5109(c), Idaho Code. (7-1-93)

**031. -- 039. (RESERVED).**

**040. STANDARDIZATION AND RECORDING OF TRAINING RECORDS AND CERTIFICATIONS.**

**041. THE RECORDS SYSTEM.**

01. Record. The Idaho Peace Officer Standards and Training Council will maintain a training record file on all Idaho Peace Officers. Officer certifications granted, and certified training schools attended by officers will be recorded in these records. A transcript of these training records may be used by the officer for any certification or employment needed. (7-1-93)

02. Notification. It will be the responsibility of the law enforcement agency department head to notify the Council of all presently employed officers. The names of all officers hired after submission of the original list shall be submitted to the Council within thirty (30) days of employment. The termination or resignation of an officer shall also be relayed to the Council on an appropriate form designated by the Council. (7-1-93)

03. Transcript. A transcript listing all certified courses an officer has completed, the hours credit and other pertinent data will be kept along with the officer's records. A copy of this transcript will be available upon the officer's request and will be furnished to law enforcement units when applicants apply for appointment as a peace officer in any part of this or another state. (7-1-99)

04. Records. All records of officer certification - basic, part-time basic, intermediate, supervisory, advanced, master, management, or executive - will also be kept in this file and on the transcript. (3-20-97)

05. File. A file on non-peace officer personnel will be maintained. This file will contain records for non-sworn persons who successfully complete certain certified courses. (7-1-93)

06. Names. Names of instructors certified or to be certified will be kept in the files. They will be filed in the master files, a cross reference file and in a file by course topic. (7-1-93)

07. List. A list of approved instructors and schools will be maintained by the Executive Director. (7-1-93)

**042. PROCEDURE.**

01. Application. Each individual officer applies for certification when they feel that they have met the training standards. When they are certified by the Council, this is entered into their file and on their transcript. (Refer to Section 091 to Section 119 - "Certification of Peace Officers".) (7-1-99)

02. Roster. School coordinators will furnish to the Council a "Police School Attendance Roster" on the appropriate form designated by the Council upon the completion of each certified training school. This information is then recorded on the officer's record and transcript and the class roster filed with the file on the school. (Refer to

Section 151 to Section 156 - "Formation and Certification of Schools".) (7-1-99)

**043. FORMS FOR RECORD USE.**

All forms used or referred to in this manual are available upon request from: Idaho Peace Officer Standards & Training Council, P.O. Box 700, Meridian, Idaho 83680-0700. (3-20-97)

**044. -- 049. (RESERVED).**

**050. MINIMUM STANDARDS FOR EMPLOYMENT.**

Every peace officer employed by a department shall meet the following requirements: (3-20-97)

01. Citizenship. Must be a citizen of the United States. (3-20-97)
02. Education Requirements. (3-20-97)
  - a. Graduation from high school or equivalent. Equivalent defined as having passed the General Educational Development Test indication of high school graduation. The military or veterans equivalent of high school graduation is also acceptable. (3-20-97)
  - b. Documentary evidence of satisfaction of requirement (Subsection 050.02.a.) must be obtained and retained in the files of the employing department. (7-1-99)
  - c. Procedure: Documentary evidence of the above shall consist of official transcripts, diplomas, or GED test report forms. In unusual circumstances, the Council may be required to accept other documentation and in such cases the decision of the Council shall be final. (3-20-97)
03. Experience Requirements. (3-20-97)
  - a. Not less than two (2) years of responsible work experience following high school graduation (or when the applicant would have graduated). (3-20-97)
  - b. This work experience requirement can be complied with by two (2) years of military service, two (2) years of any combination of work, education or any other productive activity. The two (2) year requirement for responsible work and/or education is to be used to measure the conduct of the applicant after they leave the shelter of their home; to measure the financial conduct, moral conduct, the character and/or reputation of the applicant; the use of drugs or intoxicants; mental and emotional activities; to test the mannerisms, maturity, integrity, loyalty and other traits; all of which are expected to be above reproach in police officers. (7-1-99)
04. Criminal Record/Military Record Requirements. (3-20-97)
  - a. The applicant must be fingerprinted and a search made of local, state, and national fingerprint files to disclose any criminal record. (3-20-97)
  - b. A conviction or withheld judgment of any state, local, or federal crime may be grounds for rejection of the applicant. (3-20-97)
  - c. An applicant must be rejected who has been convicted of any felony crime, the punishment for which could have been imprisonment in a federal or state penal institution. For the purpose of this requirement, the term "conviction" shall mean a final conviction in a federal, state, county, or municipal court; a forfeiture of bail that has not been vacated, or collateral deposited to secure a defendant's appearance in court; the payment of a fine; a plea of guilty, nolo contendere, or a finding of guilt regardless of whether the imposition of sentence is deferred, withheld, or the penalty suspended. (3-20-97)
  - d. A "dismissal" from the military service as well as the other two (2) punitive discharges, specifically a "bad conduct discharge" (BCD) and a "dishonorable discharge" (DD) from the military service will disqualify the applicant. An administrative discharge of other than honorable (OTH) will disqualify the applicant. The administrative discharge of "general under honorable conditions" (GEN) may be grounds for rejection. (7-1-99)

05. Procedures. (3-20-97)
- a. Each candidate for employment is fingerprinted on two (2) copies of the standard FBI applicant fingerprint form. (3-20-97)
- b. One (1) card is forwarded to the Federal Bureau of Investigation, Washington, D.C. (3-20-97)
- c. One (1) card is used in a search of local files. Following this record check, this card is forwarded to the Bureau of Criminal Identification in Meridian. (3-20-97)
06. Results of Records Checks. The original copies of the results of all record checks will be retained by the employing department. (3-20-97)
- a. Applicants with felony criminal records will be subject to terms of Subsection 050.04.c. (7-1-99)
- b. Applicants with lesser criminal records will be reviewed and a final decision reached by the department concerned with approval of the Council. (3-20-97)
07. Retention of Fingerprint Record Checks. The retention of fingerprint record checks is mandatory regardless of the nature of the results of such inquiry. (3-20-97)

**051. -- 054. (RESERVED).**

**055. TRAFFIC RECORD INVESTIGATION.**

01. Requirements. (7-1-93)
- a. The applicant must possess a valid driving license from his/her state of residence. (2-8-95)
- b. Where the applicant's traffic record discloses a record of suspension, DWS or DUI conviction or withheld judgment during the five (5) years immediately preceding application, the POST Council shall review the application and shall determine whether the individual shall be certifiable as a peace officer of the state of Idaho. (2-8-95)
- c. Where the applicant's traffic record discloses the commission of five (5) or more moving traffic offenses during the three (3) years immediately preceding application, the POST Council shall review the application and shall determine whether the individual shall be certifiable as a peace officer of the state of Idaho. (2-8-95)
02. Procedures. A check of driving records must be made of the Motor Vehicle Division, Highway Department, state of Idaho, and a check must be made of the files of the motor vehicle department in states of the applicant's previous residences. (7-1-99)

**056. CHARACTER AND REPUTATION.**

01. Requirements. (7-1-93)
- a. Good moral character must be determined by a favorable report following a comprehensive background investigation covering school and employment records, home environment, personal traits and integrity. Consideration will be given to any and all law violations, including traffic and conservation law convictions as indicating a lack of good character. (7-1-99)
- b. An oral interview by the employing department to determine such things as the applicant's appearance, demeanor, attitudes and ability to communicate. (7-1-93)
02. Recommended Procedures. (7-1-93)



- a. The applicant shall be required to complete and submit to the employing law enforcement agency a comprehensive application and personal history form at least comparable to that used by the Idaho Personnel Commission. (7-1-93)
- b. Conduct a personal interview with the applicant, using the application form for interview questions, to ascertain personal attributes not listed on the application. Ask searching questions about use of intoxicants, narcotics and drugs; physical, mental, and emotional history; family problems; moral outlook and habits; financial transactions, etc. Scrutinize applicant's personal appearance, mannerisms, judgment, maturity and resourcefulness. (7-1-93)
- c. A thorough investigation into the character and reputation of the applicant should be conducted by an experienced investigator. The applicant's morality, integrity, reputation, honesty, dependability, qualifications, experience, associations, emotional stability, prejudice, loyalty, etc., should be explored. (7-1-93)
- d. The investigation must resolve all doubts. Recommended sources of investigation may include the following: (7-1-93)
- i. Verify birth and/or naturalization records to determine age and citizenship; (7-1-93)
  - ii. Review military records and verify discharge, if applicable; (7-1-93)
  - iii. Check local police files; (7-1-93)
  - iv. Check police files in all cities where the applicant has lived or worked; (7-1-93)
  - v. Interview teachers and fellow students; (7-1-93)
  - vi. Check previous employers to determine work habits, attendance, etc.; (7-1-93)
  - vii. Verify marital status and interview spouse to determine the attitude towards law enforcement occupational aspirations; (7-1-93)
  - viii. Interview past and present landlords, neighbors, references, and social acquaintances to determine applicant's character, abilities and reputation in the community; (7-1-93)
  - ix. Spouse and close relatives should be checked through appropriate files to determine whether they have criminal records, are in prison, or are in any status or position which might adversely affect the applicant's obligation as a peace officer; (7-1-93)
  - x. Check credit bureau files in all places of residence or employment; (7-1-93)
  - xi. If the applicant lives, or has lived in a distant community, a letter should be sent to the local law enforcement agency requesting that an investigation be conducted in that locality; (7-1-93)
  - xii. Any other course of information which previous contacts show to be important; and (7-1-93)
  - xiii. The final step in the field investigation should be an interview with the applicant's present employer following permission from the applicant. (7-1-93)
- e. All results of the background investigation should be considered confidential and processed accordingly. (7-1-93)
- f. The results of the personal history investigation should ultimately be evaluated by the department head and/or the hiring authority to determine whether the applicant is suitable. All doubts in personnel suitability matters should be resolved in favor of the department. (7-1-93)

**057. PHYSICAL - MEDICAL.**

01. Requirements. (7-1-93)
- a. Height and Weight. Weight should be in proportion to height. Underweight and overweight candidates may be put on notice to correct this defect to retain candidacy. A chart approved by the Council indicating acceptable height and weight ranges will be furnished to the applicant and his department, to be completed by a licensed physician as part of the application process. If the applicant's weight is excessive, a skin fold measurement test will be required to determine body fat percentage. Male applicants whose body fat exceeds twenty-four (24) percent and female applicants whose body fat exceeds thirty percent (30%) must correct this problem before entering the Academy. (7-1-99)
- b. Hearing. Applicants must have unaided or aided binaural hearing with a Speech Reception Threshold (hearing loss for speech) that does not exceed twenty-five (25) db, in each ear, at the three (3) middle speaking frequencies of five-hundred (500) Hz, one thousand (1000) Hz and two thousand (2000) Hz (or an average in both ears of no greater than twenty-five (25) db for the same frequencies: five hundred (500), one thousand (1000), and two thousand (2000)). Waiver to the above may be considered by the Council if accompanied by a hearing specialist's certification that the applicant's condition would not jeopardize or impair the applicant's ability to perform the duties of a sworn peace officer. (7-1-99)
- c. Vision. (7-1-93)
- i. Applicant must possess normal binocular coordination; depth of proficiency of a minimum of one (1) minute of arc at twenty (20) feet; peripheral vision shall be binocularly two hundred (200) degrees laterally with sixty (60) degrees upward and seventy (70) degrees downward. There must be no pathology of the eye; applicant must possess a minimum seventy percent (70%) proficiency of the Dvorine or equivalent color discrimination test. Exceptions may be made by the Council. (7-1-99)
- ii. Applicants must have uncorrected vision in each eye of twenty-two hundred (20/200) with the strong eye corrected to twenty-twenty (20/20) and the weaker eye corrected to twenty-sixty (20/60). Applicants who wear contact lenses are exempt from the uncorrected vision of twenty-two hundred (20/200), but must have the strong eye corrected to twenty-twenty (20/20) and the weaker eye corrected to twenty-sixty (20/60). Exceptions may be made by the Council. (7-1-99)
- d. Medical. The applicant must be free from any impediments of the senses; physically sound, well developed physically and in possession of his extremities; free from any physical defects, chronic or organic diseases, organic or functional conditions, or mental instabilities which may tend to impair efficient performance of duty which might endanger the lives of others or the life of the officer if lacking these qualities. (7-1-93)
- e. Physical Agility and Fitness Test. (7-1-93)
- i. A physical agility and/or fitness test to determine the applicant's physical capability may be administered by the employing department to each applicant. (7-1-93)
- ii. POST Council shall provide suggested fitness and agility tests to the departments upon request. (7-1-93)
02. Procedures. (7-1-93)
- a. A medical history form will be supplied by each applicant to the examining physician. The medical history will include information on past and present diseases, injuries and operations. (7-1-93)
- b. A medical examination must be administered by a licensed physician or surgeon to determine if the applicant is free from any physical, emotional or mental condition which might adversely affect the performance of duty as a peace officer. The physician shall record his findings on the appropriate form or letter and shall note thereon, for evaluation by the hiring authority, any past or present physical defects, diseases, injuries, operations or conditions of an abnormal or unusual nature, or indications of mental or emotional instability. (7-1-93)

**058. MENTAL EXAMINATION.**

01. Requirement. Where a question of emotional stability or disorder is indicated by the physician's report, or the background investigation, a thorough evaluation shall be made by a licensed psychiatrist or clinical psychologist to determine that the applicant is free from any emotional or mental condition which might adversely affect the performance of the applicant's duties as a peace officer. (7-1-93)

02. Procedure. During the interview, the examining psychiatrist or psychologist will evaluate the candidate sufficiently to eliminate those symptoms of a degree that would impair the effective performance of duty. The results of the examination will be recorded and that record or a summary of recommendations will be forwarded to the hiring authority for review. (7-1-93)

**059. APTITUDE.**

01. Requirement. The applicant must possess the aptitude, capacity and adaptability for absorbing and understanding the training and skills which are essential to the performance of the law enforcement function. (7-1-93)

02. Procedure. All applicants shall submit to a testing through a civil service or personnel commission, and if no such service exists in a community, a test such as that available from the state personnel commission may be used to determine the applicant's aptitude for professional law enforcement. A passing score by personnel or civil service commission must be obtained by the applicant. (7-1-93)

**060. EXCEPTIONS.**

01. Superintendent of State Police or any Elected Official. The required minimum standards for employment are not applicable to the superintendent of state police or any elected official. (7-1-93)

02. Persons Qualified for Service in Scientific or Technical Fields. Persons qualified for law enforcement service in scientific and technical fields may be employed for service in that field even though they do not meet the prior requirements subject to the approval of the Council. (7-1-93)

**061. CODE OF ETHICS.**

Each applicant shall attest that he/she subscribes to the Law Enforcement Code of Ethics as found in this Manual. (7-1-93)

**062. PROBATIONARY PERIOD.**

01. Probation. Every officer employed by a department below the level of department head shall satisfactorily complete a probationary period of not less than six (6) months. This requirement shall also apply to officers who transfer laterally into a department. (7-1-93)

02. Six (6) Months. Every officer who is promoted or appointed to a supervisory, middle management, or assistant department head position shall satisfactorily complete a probationary period of not less than six (6) months in that position. (7-1-93)

03. Extended. No peace officer who lacks the training qualifications required by the Council may have his temporary or probationary employment extended beyond one year by renewal of appointment or otherwise. (7-1-93)

**063. SPECIAL PROVISIONS.**

01. Minimum Standards. It is emphasized that these are minimum standards for employment. Higher standards are recommended whenever the availability of qualified applicants meets the demand. (7-1-93)

02. No Discrimination. No agency will discriminate as to employment against any persons regardless

of race, creed, color, or sex, as per U.S. Civil Rights Act or Idaho Civil Rights Act. (7-1-93)

03. Equal Opportunity Employer. All agencies must be an equal opportunity employer. (7-1-93)

**064. -- 069. (RESERVED).**

**070. MINIMUM STANDARDS FOR TRAINING.**

**071. BASIC COURSE.**

Each and every officer must successfully complete the POST Basic Training Academy Course, including the field training portion, within twelve (12) months from the date of their employment as a regularly employed officer. This time period includes probationary time. (7-1-93)

01. Attendance. Attendance shall be required of each trainee at all classes in the Basic Training Academy. A trainee who is absent for more than one (1) day of the academy session shall make up such course content. (7-1-93)

02. Basic Training. A trainee must successfully complete the Basic Training Course within six (6) months of the date they enroll in such course. In a case of delay of more than six (6) months, the entire course must be repeated. (7-1-93)

03. Field Training. The field training portion must be completed to be eligible for certification. (7-1-93)

**072. EXTENSION OF TIME LIMIT FOR COURSE COMPLETION.**

The Council may grant an extension of a time limit for completion of the Basic Training Course or any other course required in these rules upon presentation of evidence by a department that an officer was unable to complete the required course within the time limit prescribed due to illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction. (7-1-93)

**073. ADVANCED AND SPECIALIZED COURSES.**

01. Optional. Optional advanced courses include, but are not limited to: (7-1-93)
- a. Supervisory Course. (7-1-93)
    - i. For officers promoted, appointed, or transferred to a supervisory position within a department. (7-1-93)
    - ii. Open for expansion. (7-1-93)
  - b. Middle Management Course. (7-1-93)
    - i. For officers promoted, appointed, or transferred to a middle management position within a department. (7-1-93)
    - c. Executive Development Course. (7-1-93)
      - i. For department heads and assistant department heads. (7-1-93)
      - ii. Open for expansion. (7-1-93)
    - d. Advanced Officers Course. (7-1-93)
      - i. Intended as a refresher for officers below the first level supervisory position. (7-1-93)
      - ii. Open for expansion. (7-1-93)

02. Credit Hours. The amount of certified credit hours granted for advanced and specialized schools shall be decided by the Council after the "Application for Certification of School" has been received. (7-1-99)

**074. WAIVER FOR EQUIVALENT TRAINING - RECIPROCIDY.**

01. Waiver. The Council may waive the completion of any course required by the Council upon presentation of documentary evidence by a department that an officer has satisfactorily completed equivalent training. (7-1-93)

a. Training received in states with laws governing or regulating police training must, if subject to such review, have been approved or certified in the state in which the training was received. (7-1-93)

b. The Council may elect to prescribe as a condition of certification supplementary or remedial training necessary to equate previous training with current standards of Idaho laws. (7-1-93)

02. Agreements. The Council is authorized to enter into standing reciprocity, compacts or agreements with those states which by law regulate and supervise the quality of peace officer training and which require a minimum of three hundred (300) hours of training in the basic or recruit training course. (7-1-93)

**075. COLLEGE EDUCATION CREDITS.**

01. College. Credit for pre-service college education will not be accepted in lieu of the Basic Training Academy course described in this chapter. Vocational educational training programs that have been previously approved by the Council may be accepted as equivalent training in lieu of the POST Basic Training Academy course provided the vo-tech students successfully graduate from the course, pass the certification exam, and complete forty (40) hours of supervised field training in the employing department. (7-1-93)

02. Academy. Successful completion of the Idaho Law Enforcement Academy (prior basic recruit training sessions by the FBI) may be accepted as equivalency training in lieu of the Basic Training Academy by the Council. (7-1-93)

03. Other. The Council may prescribe as a condition of substitution of either vocational education training or Idaho Law Enforcement Academy, supplementary or remedial training necessary to equate such previous training with current standards. (7-1-93)

**076. THE BASIC TRAINING CURRICULUM.**

01. Amount. The amount of training for which certification may be granted in the Basic Training Course shall be a total of four hundred sixty-two (462) hours, with four hundred twenty-two (422) hours received at the training academy and forty (40) hours received in field training in the officer's department or another department prior to or subsequent to attendance at the Basic Training Academy. (7-1-99)

02. Requirements. (7-1-93)

a. Successful completion of four hundred twenty-two (422) hours of instruction in the following minimum prescribed subject areas at the Basic Training Academy is required:

Summary	Hours
Human Relations	43
Law	51
Investigations	99
Police Officer and Patrol Procedures	154

Summary	Hours
Health and Fitness	52
Administration/Examinations	23
Sub-Total	422
Field Training Manual	40
Total	462

(7-1-99)

ii. It is emphasized that the established basic training is only a minimum and that additional instruction far beyond the basic course is necessary if the proper training of an officer, as required by the profession, is to be accomplished. (7-1-93)

b. Successful completion of forty (40) hours of supervised field training in the employing department, or another department if necessary, is required. (7-1-99)

c. Retention on a permanent basis, of Council forms notifying of course completion and completion of supervised field training is required. (7-1-93)

03. Procedure. (7-1-93)

a. Trainees should be enrolled in the Basic Training Academy in sufficient time to permit completion of the course and the supervised field training during the twelve (12) month period following employment. (7-1-93)

b. The Council shall issue a certificate of completion of the Basic Training Course to each peace officer who successfully completes the Basic Training Academy Course as certified by the Council. (7-1-93)

**077. FIELD TRAINING.**

Field Training should be conducted in accordance with the procedures as outlined in the Field Training Manual under Procedures for Police Recruits. (7-1-93)

**078. AGREEMENT TO SERVE.**

01. Agreement. Pursuant to Section 19-5112, Idaho Code, any peace officer attending such schools or programs or directly or indirectly receiving the aid authorized by Section 19-5109, Idaho Code, shall execute an agreement whereby said officer promises to remain within the law enforcement profession, as defined in Subsection 004.23 on a full time basis, in the state of Idaho in a position approved by the Council for two (2) years following graduation from the POST Academy. (7-1-93)

02. Pay Back. Except as provided below, any peace officer who fails to remain within the law enforcement profession, as defined in Subsection 004.23 on a full time basis, in the state of Idaho in a position approved by the Council for two (2) years following graduation from the POST Academy, shall be required to pay back to the Council, the full amount of money set forth in the agreement. For the purposes of this rule, an officer who has not worked four thousand one hundred sixty (4,160) or more hours during the two (2) years following graduation from the POST Academy will be deemed to have failed to remain within the law enforcement profession, on a full time basis, for two (2) years following graduation from the POST Academy. (7-1-93)

a. If the officer remains within the law enforcement profession in excess of twelve (12) months but less than twenty-four (24) months and the officer's work within the law enforcement profession during that period averaged at least one hundred sixty (160) hours per month, the amount owed to the Council under Subsection 078.02 shall be prorated monthly and shall be reduced proportionately for each month from the date of graduation in which the officer was employed within the law enforcement profession for at least one hundred sixty (160) hours per month. (7-1-93)

b. If the officer was terminated for cause by the employing agency, he/she shall not owe the Council the amount set forth in the agreement. The agency must provide the Council a letter stating that the officer was terminated for cause. (7-1-93)

c. If the officer resigns from his/her agency in substitution of being dismissed from said agency for cause, he/she shall not owe the Council the amount set forth in the agreement. The agency must provide the Council a letter stating that if the officer would not have resigned, he/she would have been terminated for cause. (7-1-93)

03. Pay Back, Part-Time Basic Certificate. Any peace officer who is awarded a part-time basic certificate who fails to remain employed within the law enforcement profession in a position approved by the Council for the same amount of hours required in Subsection 078.02, shall be required to pay back to the Council, the full amount of money set forth in the agreement. (3-20-97)

04. Position. The Council shall approve or disapprove positions on a case by case basis, after affording officers the opportunity to present information as to the duties, nature and scope of the position. (7-1-93)

**079. -- 089. (RESERVED).**

**090. CERTIFICATION OF PEACE OFFICERS.**

**091. INTRODUCTION.**

01. Certificates and Awards. Certificates and awards may be presented by the Council for the purpose of recognizing or raising the level of competence of law enforcement and to foster cooperation among the Council, agencies, groups, organizations, jurisdictions, and individuals. (3-20-97)

02. Property. Certificates and awards remain the property of the Council and are only valid as long as the officer is commissioned as an Idaho peace officer. (7-1-99)

03. Decertification. The Council may decertify any officer who pleads guilty or is found guilty, regardless of the form of judgment or withheld judgment, of any felony or offense which would be a felony if committed in this state; any misdemeanor; any unlawful use, possession, sale, or delivery of any controlled substance; or who willfully or otherwise falsifies or omits any information to obtain any certified status; or who violates any of the standards of conduct as established by the council's code of conduct, as adopted and amended by the council. (7-1-99)

04. Law Enforcement Code of Conduct. As a law enforcement officer, my fundamental duty is to serve the community; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all to liberty, equality, and justice. I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of police service. In furtherance of these duties, I hereby adopt and accept the following code of conduct: (7-1-99)

a. I shall conduct myself at all times in a manner that does not damage or have the likely result of damaging or bringing the public image, integrity, or reputation of my department or myself into discredit or disrepute. (7-1-99)

b. I shall not possess or consume alcoholic beverages on duty or while in uniform on duty or off duty, except as expressly required for the lawful performance of my duties. Nor shall I unlawfully possess, sell, consume, use or assist in the use of any illegal or unauthorized drugs or medications on duty or off duty. (7-1-99)

c. I shall not engage in any illegal or unlawful harassment or intimidation of another, nor shall I permit personal prejudices, political beliefs, animosities, or friendships to influence my decisions. (7-1-99)

d. I shall not lie, give misleading information, or falsify written or verbal communications in official

reports or in their actions with another person or organization when it is reasonable to expect that such information may be relied upon because of my position or affiliation with my department. (7-1-99)

e. I shall willfully observe and obey the lawful verbal and written rules, duties, policies, procedures, and practices of my department. I shall also subordinate my personal preferences and work priorities to the lawful verbal and written rules, duties, policies, procedures and practices of my department, as well as to the lawful orders and directives of supervisors and superior command personnel of my department. I shall willfully perform all lawful duties and tasks assigned by supervisory and/or superior-ranked personnel. Direct, tacit, or constructive refusal to do so is insubordination. (7-1-99)

f. I shall obey the constitutional, criminal and civil laws of the city, county, state, and federal government. I will never engage in acts of corruption or bribery, nor will I condone such acts by other police officers. (7-1-99)

05. Lapse of Certification. The certification of any peace officer shall be considered lapsed if the officer does not serve as a peace officer in Idaho for three (3) consecutive years. Provided, however, that those persons once POST certified who remain in active law enforcement in Idaho shall retain their POST certification for purposes of compliance with this rule. The person must work at least one hundred twenty (120) hours active law enforcement per year. This shall include administrative, jail, or civil division duty assignments in law enforcement agencies as defined in Section 19-5101(d), Idaho Code. Provided further that those persons once POST certified in Idaho who remain in full-time, active law enforcement outside the state of Idaho, without a break in full-time law enforcement, and who successfully complete Idaho POST Academy Law Week may petition the Executive Director for recertification. The Executive Director shall have the discretion to grant or deny the petition or may refer the petition to the Council. (7-1-99)

a. A peace officer who has been out of full-time law enforcement status from three (3) to five (5) years and who wants to be recertified must meet the following POST requirements: attend an approved course of study in Idaho law and pass the POST Idaho law exam, pass the POST patrol certification examination, qualify on the POST firearms course, pass the POST fitness test, and satisfy the probationary period requirement of Section 062. (7-1-99)

b. A peace officer who has been out of full-time law enforcement status for over five (5) years must attend the POST Basic Patrol Academy to be recertified. The Council may waive this requirement on a showing of good cause by the officer supported by clear and convincing evidence that during a substantial part of the preceding five (5) years, the officer was engaged in an occupation requiring law enforcement training, skill, and experience. Upon receiving a waiver, the officer must meet the following POST requirements: attend an approved course of study in Idaho law and pass the POST Idaho law exam, pass the POST patrol certification examination, qualify on the POST firearms course, pass the POST fitness test, and satisfy the probationary period requirement of Section 062. (7-1-99)

c. The provisions of Subsections 091.05 and 091.05.a. shall not apply to officers holding a part-time basic certificate who are employed at least one hundred twenty (120) hours per year within the law enforcement profession. (7-1-99)

d. A peace officer who has been out of full-time law enforcement status for over eight (8) years must attend the POST Basic Patrol Academy to be recertified. No waiver of this requirement shall be granted by the Council. (7-1-99)

06. Forms. Basic, Part-Time Basic, Intermediate, Supervisory, Advanced, Master, Management, and Executive Certificates are established for the purpose of fostering professionalism, education, and experience necessary to perform adequately the duties of law enforcement. (3-20-97)

**092. GENERAL PROVISIONS.**

01. Certification. From and after January 1, 1974, any peace officer, as defined in Section 19-5101(d), Idaho Code, except those peace officers whose primary duties involve motor vehicle parking and animal control



pursuant to city or county ordinances, shall be certified by the Peace Officer Standards and Training Council within one (1) year after first being employed. (7-1-93)

02. Employed. To be eligible for the award of a certificate, each applicant must be a full-time commissioned Idaho peace officer employed by a duly constituted law enforcement agency or a professional member of the POST Council staff, except for the part-time Basic certificate or Reserve Level I certificate, for which an eligible applicant must be a part-time commissioned Idaho peace officer employed by a duly constituted law enforcement agency. (7-1-99)

03. Applications. All applications for award of the Basic, Part-Time Basic, Intermediate, Supervisory, Advanced, Master, Management, or Executive Certificates shall be completed on the prescribed form "Application for Certification" as provided by the POST Council. (3-20-97)

04. Minimum Standards. Each applicant must meet the minimum standards for employment and training as provided in these rules. (7-1-93)

05. Other. The superintendent of State Police or any elected official, although specifically excluded by law from meeting the requirements set by the Council, may be certified if they so desire, providing they meet the minimum requirements for certification as prescribed in these rules. (7-1-93)

**093. LAW ENFORCEMENT EXPERIENCE.**

Law enforcement experience, as used herein, means actual time served as a commissioned law enforcement officer with a duly constituted law enforcement agency. The acceptability of time served as a law enforcement officer in a jurisdiction other than the state of Idaho, or in a jurisdiction which does not comply with the minimum standards for employment as set forth in Section 050 through Section 063 of this manual, shall be subject to the determination of the Council. (7-1-99)

**094. EDUCATION AND TRAINING.**

Education. (7-1-93)

01. College Hour. One (1) college or university semester hour or unit shall equal one (1) college credit. (7-1-93)

02. College Quarter Hour. One (1) college or university quarter hour or unit shall equal two-thirds (2/3) of one (1) college credit. (7-1-93)

a. Basic, advanced and specialized courses certified by the Council will be approved. (7-1-93)

b. When college credit is awarded for law enforcement related subjects, it may be counted for either training or college credit, whichever is to the advantage of the applicant. (7-1-93)

**095. THE BASIC AND PART-TIME BASIC CERTIFICATE.**

In addition to the requirements set forth in Section 092 of these Rules the following requirements are necessary for award of the basic certificate and the part-time basic certificate. (3-20-97)

01. Probation. The applicant must have completed at least six (6) months satisfactory probationary period (may include basic training academy time). Probationary period may be extended by the agency which could delay certification until the probationary period is satisfactorily completed. This six (6) months' time must be continuous with the department the officer is employed with when applying for certification. Probationary period may not extend over one (1) year for certification purposes. (3-20-97)

02. Basic Training. The applicant shall have completed the Basic Patrol Training Course as recommended by the Council in Section 071 or be a graduate of a law enforcement vo-tech program, the curriculum of which has been approved by the Council as being equivalent to the POST Basic Patrol Training Course, and shall have passed the POST patrol certification examination approved by the Council. The applicant shall be allowed two (2) attempts to pass the examination. The attempts must be no less than thirty (30) days apart and no more than six (6) months apart. If an officer fails both attempts, he/she must successfully complete the POST Basic Patrol Training

Academy Course to be certified. (7-1-99)

03. Employed. Any peace officer presently employed by a duly constituted Idaho law enforcement agency who has within the last five (5) years, been certified or commissioned by another state or the federal government as a peace officer or a student who has satisfactorily completed a Basic Police Academy equivalent to Idaho POST Basic Training within the last three (3) years shall be eligible for certification in the state of Idaho without attending the Basic Academy, provided the officer: (7-1-99)

a. Submits a POST Patrol Certification Challenge Packet to POST Council, which must include copies of transcripts, certificates, diplomas, or other documents that substantiate the officer's training and experience; (7-1-99)

b. Passes the following tests administered by a POST Training Specialist: (7-1-99)

i. The POST patrol certification examination approved by the Council, conducted in the manner set forth in Subsection 095.02; (7-1-99)

ii. The POST Short Course for qualification of firearms; and (7-1-99)

iii. The POST Academy physical fitness test. (7-1-99)

c. Attends and passes an approved course of study in Idaho Law; and (7-1-99)

d. Completes his probationary period, as required by Subsection 095.01. (7-1-99)

04. Eligibility. An officer duly employed in a full time capacity by a law enforcement agency shall be eligible for the basic certificate. Officers duly employed in a part time capacity shall be eligible for the part-time basic certificate. (3-20-97)

## **096. HIGHER CERTIFICATION**

01. General Provisions. (7-1-93)

a. In addition to the requirements set forth above for the Basic Certificate, each applicant for the award of an Intermediate, Supervisory, Advanced, Master, Management, or Executive Certificate shall have completed the designated education and training, combined with the prescribed law enforcement experience, or shall hold the college degree designated, combined with the prescribed law enforcement experience. (7-1-93)

b. Of the minimum college credits required, at least one-half (1/2) must be courses related to law enforcement. (7-1-93)

c. Education and training must be supported by copies of transcripts, certificates, diplomas, or other verifying documents attached to the application. (7-1-99)

d. The officer must have completed the probationary period required by their department when making application for Intermediate and Advanced Certifications. (7-1-99)

02. Intermediate Certificate. In addition to the requirements set forth in Section 092 of these Rules, the following are required for the award of an Intermediate Certificate: (7-1-93)

a. The applicant shall possess, or be eligible to possess, a Basic Certificate. (7-1-99)

b. The applicant shall have acquired the following combinations of college credits and/or training hours, combined with the prescribed years of law enforcement experience:

Total Hours Training Including POST Basic Course	600 hours	800 hours	1,200 hours	1,600 hours	1,800 hours	POST Basic Course	
One College Credit Equals Twenty (20) Classroom Hours	The above can either be a combination of College Credits or Training Hours					Academic Associate Degree	Baccalaureate Degree
Years of Law Enforcement Experience	8	7	6	5	4	4	2

(7-1-99)

03. Advanced Certificate.

(7-1-93)

a. In addition to the requirements set forth in Section 092 of these rules, the following are required for the award of the Advanced Certificate: (7-1-93)

i. The applicant shall possess, or be eligible to possess, an Intermediate Certificate. (7-1-93)

ii. The applicant shall have acquired the following combination of college credit and training combined with the prescribed years of law enforcement experience, or the college degree designated from an accredited university, combined with the prescribed years of law enforcement experience, and a graduate from the POST Basic Academy. Graduation from the ten-week Drug Enforcement Administration School in Washington or the FBI National Academy will be accepted in lieu of the fifteen (15) college credits required for the Advanced Certificate with thirteen (13) years experience.

Minimum Training Including POST Basic Course	500 hours	600 hours	700 hours	800 hours	900 hours	1,200 hours	POST Basic Course		
College Credits	15	20	30	40	45	60	A.A. A.S. Degree	B.A. B.S. Degree	Masters Degree or PhD
Years of Law Enforcement Experience	13	12	11	10	9	8	9	6	4

(7-1-99)

04. Other Law-Enforcement Related Agencies.

(7-1-93)

a. After three (3) years, officers who have been certified and who have transferred from full-time peace officer duties to other law enforcement duties and agencies, may keep their certification active for two (2) additional years provided they attend at least twenty-four (24) hours of refresher courses per year up to and including the fifth year for a total of forty-eight (48) hours. The forty-eight (48) hour requirement could be attained by attending the Idaho Law Week at the Basic Academy. (7-1-93)

b. While an officer is employed in a position termed "other law enforcement related duties or agency," they may receive up to and including twenty percent (20%) experience time for each year in that position and the POST Council may accord up to fifty percent (50%) credit towards POST Certification for hours spent in accepted training while in that position. (7-1-93)

097. -- 104. (RESERVED).

**105. PROCEDURES.**

01. Applications. All applications for an award of the Basic, Intermediate, Supervisory, Advanced, Master, Management, or Executive Certificate shall be completed by the officer/applicant on the POST Council form "Application for Certification". (7-1-93)

02. Submission. The Application for Certification form must be submitted by the officer/applicant to his/her department head who shall attach a recommendation and forward the application to the Council. Certificates will be issued to the department head for award to the applicant. (7-1-93)

03. Discharged. Whenever an officer is discharged from a department for cause, or resigns and is not eligible for rehire, or terminates employment, the department shall forward to the Council within thirty (30) days, this information and his/her full name and date of birth on a POST Council "Personnel Action" form. (7-1-93)

**106. CAREER-LEVEL CERTIFICATION.**

01. Supervisory Certificate. For purposes herein, the term "first-level supervisory position" means a position above the operational level for which commensurate pay is authorized and which is occupied by an individual who, in the upward chain of command, principally is responsible for the direct supervision of non-supervisory employees of an agency or who is subject to assignment of such responsibilities and most commonly holds the rank of sergeant. A candidate for the Supervisory Certificate shall: (7-1-99)

a. Possess the Intermediate Certificate, Level II Detention Officer Certification, or Level II Communications Specialist Classification. (7-1-99)

b. Have completed one hundred (100) hours of Council-approved supervisory level training, of which fifty (50) hours must have been completed within three (3) years prior to submitting an application for the Supervisory Certificate. (7-1-99)

c. Be presently employed in a first-line supervision or mid-management position within an Idaho law enforcement agency and shall have served satisfactorily in a supervisory position for a minimum of one (1) year prior to application. (7-1-99)

02. Master Certificate. For purposes herein, the term "master law enforcement" position means that the incumbent possesses an Advanced POST certification, Level III Detention Officer Certification, or Level III Communications Specialist Classification, and has consciously decided to focus career efforts on line functions such as patrol, investigations, detention/custody functions, or dispatch. An employee possessing this certification is considered a master level patrol/detention/dispatch employee with advanced and/or specialized training. Candidates for this certificate must be below the rank of sergeant. A candidate for this Certificate shall: (7-1-99)

a. Possess the Advanced Certificate, Level III Detention Officer Certification, or Level III Communications Specialist Classification. (7-1-99)

b. Have completed a minimum of fifteen (15) years of law enforcement service in assignments which did not include full-time supervisory, management, or executive positions. (7-1-99)

c. Have accumulated and successfully completed one thousand five hundred (1,500) hours of Council-approved training. (Law enforcement academic credits may apply.) (7-1-99)

03. Management Certificate. For purposes herein, the term "middle-management position" means a position between a first-level supervisory position and an executive position and for which commensurate pay is authorized and is occupied by an individual who, in the upward chain of command, principally is responsible for the direct supervision of supervisory employees of an agency and/or command duties and most commonly is the rank of lieutenant or captain. A candidate for the Management Certificate shall: (7-1-99)

a. Occupy a position on a full-time basis wherein the predominance of responsibilities are administrative or managerial in nature. Proof of this fact must be submitted to the POST Council in the form of a job

description or other documentation from the hiring authority. (7-1-99)

b. Possess certification from Idaho or other state that has minimum peace officer standards, Detention Officer Certification, Communications Specialist Classification, or a certification of completion from a city, county, state, or federal law enforcement academy. The academy attended must meet or exceed that state's minimum training standards. (7-1-99)

c. Attend and pass the Idaho POST Academy Law Week within the first year of employment. This section applies to an officer who is uncertified in Idaho and/or certified in another state. This requirement may be waived if applicant has served as a Chief of Police in the state of Idaho for over one (1) year before enactment of these rules. (7-1-99)

d. Comply with Idaho POST Rules 050 through 056 inclusive. (7-1-99)

e. Have completed one hundred (100) hours of Council-approved management-level training, of which fifty (50) hours must have been completed within three (3) years prior to submitting an application for the Management Certificate. (7-1-99)

f. Be presently employed full time and shall have served satisfactorily in a middle management or management position for a period of six (6) months. (7-1-99)

g. A newly appointed Chief of Police must obtain this level of certification within one (1) year of employment within the state of Idaho if qualified under Subsection 106.03.a. (7-1-99)

04. Executive Certificate. For purposes herein, the term "executive position" means the head of an agency and most commonly is the Chief of Police, Sheriff, Director, or Chief Executive Officer. A candidate for the Executive Certificate shall: (7-1-99)

a. Possess the Advanced or Management Certificates from Idaho or another state which has such certification meeting or exceeding Idaho standards. (7-1-99)

b. Have satisfactorily completed one hundred (100) hours of Council-approved, executive-level training, of which fifty (50) hours must have been completed within three (3) years prior to application for Executive Certificate. (7-1-99)

c. Be presently employed full time as a department head, and shall have served as a department head a minimum of three (3) years with one (1) law enforcement agency in Idaho. (7-1-99)

d. Submit a resume of education and experience and have this resume and credentials reviewed by the POST Council. Should the POST Council determine that the qualifications are inadequate, then the applicant shall be provided with an opportunity to appeal the ruling. (7-1-99)

#### **107. RESERVE LEVEL I CERTIFICATION REQUIREMENTS.**

01. Selection Standards. Same as full-time officer regarding citizenship, education, two (2) years work experience, no criminal record, hearing, vision, traffic, and character check. Height, weight, fitness, and physical disability will be left to the discretion of the employing agency. (7-1-93)

02. Minimum Training Requirements. All reserve officers desiring POST certification must complete and pass the POST Council approved Reserve Academy core curriculum consisting of one hundred sixty (160) hours within the first year of employment as a reserve officer. Part of the one hundred sixty (160) hour core curriculum may be taught by uncertified instructors provided the high liability classes as identified by POST are taught by POST-certified instructors and the trainees pass a final examination approved and administered by POST, and they must be under supervision of a full-time peace officer. (3-20-97)

a. The term supervision is intended to limit the activities of a reserve officer. Each agency should draft its individual department policy in reference to the supervision of its certified reserve officers, and that policy should

be kept on file within each department. (3-20-97)

b. At the completion of the one hundred sixty (160) hour core curriculum, the reserve officer will be given two (2) opportunities to pass the final exam with a seventy-five percent (75%) or better to become certified. The second test can be taken not less than thirty (30) days nor more than six (6) months after the first exam. If the reserve officer fails the second attempt also, he/she must complete the Reserve Academy again. (7-1-93)

c. Documented reserve training will be accepted for credit upon the department head's certification that the reserve officer has met the minimum one hundred sixty (160) hour core curriculum. The reserve officer must pass an exam administered by POST. The applicant shall be allowed two (2) attempts to pass the exam. The attempts must be no less than thirty (30) days apart and no more than six (6) months apart. A passing score is seventy-five percent (75%). (3-20-97)

d. A reserve officer's certification is effective only during those periods when he/she is formally assigned by the employing agency to perform the duties of a peace officer. Each reserve officer must work one hundred twenty (120) hours annually in a law enforcement capacity to retain their certification. Said documentation must be retained by said department. (3-20-97)

e. Reserve status notwithstanding, all reserve officers must comply with all POST Rules to be certified as full-time peace officers. (3-20-97)

f. A certified peace officer who has been out of full-time law enforcement status for three (3) years may apply for Level I Reserve Certification without testing provided he/she makes application prior to the three (3) year expiration date since employed full-time, and is endorsed by a department head. A certified peace officer who has been out over three (3) years and wants to be a Level I Reserve must pass the Reserve Certification Exam and meet the other requirements set forth in these rules. A peace officer certified in another state who desires to be a Level I Reserve must provide proof of certification, pass a basic course in Idaho Law authorized by the POST Academy, fill out all necessary paperwork, and pass the Reserve Certification Exam. A certified peace officer who has been out of full-time law enforcement status for a period exceeding three (3) years must complete the Minimum Training Requirements listed in Subsection 107.02. (7-1-99)

03. Curriculum for Reserve Level I Certification. (7-1-93)  
\* -- Must be taught by a Prosecutor.  
\*\* -- Must be taught by a Judge.  
\*\*\* -- Must be taught by a POST-certified Instructor.

	Law	Hours
* 1.	Probable Cause and Laws of Arrest	4
* 2.	Constitutional Laws and Interviewing	2
* 3.	Search and Seizure Laws	6
* 4.	Warrantless Arrest	1
* 5.	Laws of Evidence	1
* 6.	Criminal Law Procedure	2
* 7.	Civil Laws and Laws of Arrest	2
* 8.	Motor Vehicle Laws	4
* 9.	Liquor Laws	1
		<b>23</b>
	<b>Professional Orientation</b>	

	Law	Hours
1.	Ethics, Public Relations and the Role in the Community	2
2.	Officer-Violator Relations	2
		<b>4</b>
	<b>Police Procedures</b>	
1.	Radio Procedures	2
2.	Jail Procedures, Booking, and Fingerprinting	2
3.	Reporting Writing and Note Taking	8
** 4.	Court Room Testimony	2
*** 5.	Searching Suspects and Handling of Prisoners	3
6.	Building Search	5
*** 7.	Emergency Vehicle Operation	8
		<b>30</b>
	<b>Patrol Procedures</b>	
1.	Introduction to Modern Law Enforcement	1
2.	Family Disturbances	2
3.	Crimes Against Persons	2
4.	Crimes Against Property	2
*** 5.	Traffic Stops, Routine and Felony, Classroom	4
		<b>11</b>
	<b>Practical Problems</b>	
1.	Mock Crime Scenes	2
*** 2.	Traffic Stops, Routine and Felony, Field	8
		<b>10</b>
	<b>Investigations</b>	
*** 1.	DUI	6
2.	Auto Theft, R.V. Theft	1
3.	Accident Investigation	8
4.	Preservation of Evidence	2
5.	Narcotics	4
6.	Juvenile Procedures	2
7.	Death, Burglary, and Robbery Investigation	2
		<b>25</b>
	<b>Enforcement Skills</b>	
*** 1.	Hazardous Materials	4

	Law	Hours
*** 2.	Weapon Retention	6
*** 3.	Defensive Tactics	8
		<b>18</b>
	<b>Firearms Proficiency</b>	
*** 1.	Firearms Training, Classroom	6
*** 2.	Firearms Training, Range	18
*** 3.	Firearms Qualification	8
*** 4.	Use of Deadly Force, Legal Aspects	2
		<b>34</b>
	<b>Administrative Matters</b>	
1.	Registration - Explanation of Schedule	1
2.	Written Exam, Course Evaluations	4
		<b>5</b>
	<b>Total Number of POST-Certified Instructor Class Hours</b>	<b>97</b>
	<b>Total Number of Training Hours</b>	<b>160</b>
	<b>Optional Classes</b>	
*** 1.	PR-24 Training & Certification	12
*** 2.	Intoximeter 3000	8
3.	Boating Laws	1
4.	Boat Theft	1
5.	Crime Scene Sketching	1.5
6.	Use of Informants	2
7.	Crime Prevention	2
	<b>Total Number of Optional Training Hours</b>	<b>27.5</b>

(7-1-99)

**108. NON-CERTIFIED RESERVES.**

01. Minimum. Below are the minimum guidelines for Level II and III non-certified reserves. Departments are in no way limited to these total hours of training; these are merely suggestions and the Council would encourage all agencies to get maximum training hours for Level II. When an officer has completed the minimum hours, POST will issue a Course Completion Certificate. (7-1-93)

02. Non-Certified Level II Reserve Officer Training. (7-1-93)

a. Deployment. Works under the direction of a certified full-time peace officer. (7-1-93)

b. Minimum Training Requirements. (7-1-93)



i.	Qualify on firearms on a POST-approved course.	
ii.	Public & Community Relations	2
iii.	Report Writing, Notebook & Note Taking	4
iv.	Laws of Arrest/Search & Seizure	8
v.	Courtroom Demeanor	2
vi.	Use of Deadly Force & Firearms	6
vii.	Narcotics Identification	2
viii.	Jail Procedures	1
	<b>Total</b>	<b>25</b>

(7-1-93)

c. Selection Requirements. (7-1-93)

i. Discretion of Department Head. (7-1-93)

03. Non-Certified Level III Reserve Officer Training. (7-1-93)

a. Deployment. Limited to temporary extraordinary situations that do not require general law enforcement powers, e.g., jeep posse, mounted posse, parades, etc. (7-1-93)

b. Selection Requirements. Discretion of Department Head. (7-1-93)

**109. CERTIFIED RESERVE MARINE DEPUTY.**

01. Reserve Marine Deputy. There is hereby created a category of reserve officers known as "Reserve Marine Deputy". Reserve Marine Deputies may be appointed by the sheriff of a county for the purpose of enforcing the provisions of Title 67, Chapter 70, Idaho Code, and city and county ordinances pertaining to watercraft and waterways. (7-1-93)

02. Certification. Reserve Marine Deputies shall be eligible for certification upon completion of the following training: (7-1-93)

a. At least eighty (80) hours of instruction in Boating Law and Boat Handling from a POST certified marine deputy instructor; and (7-1-93)

b. At least forty (40) hours of instruction in general criminal law, twenty (20) hours of instruction in handling of firearms, and twenty (20) hours of on the job training. This training must be obtained either from qualified individuals in the Reserve Marine Deputy's own department or from a POST certified instructor. (7-1-93)

03. Curricula. The curricula for these courses shall be established by the POST Council. Any person with two (2) or more years of marine deputy experience obtained prior to the effective date of these rules may be certified without taking the Boating Law and Boat Handling Course upon demonstrating expertise in the areas covered by that course to the satisfaction of a POST certified instructor. (7-1-93)

04. Selection Standards. Same as full-time officer regarding citizenship, education, no criminal record, hearing, vision, traffic, and character check. Height, weight, fitness, and physical disability will be left to the discretion of the employing agency. (7-1-93)

**110. DETENTION OFFICER CERTIFICATION.**

01. Certification, Awards, and Decertification. Certificates and awards may be presented to county detention officers in the same manner as provided in Subsections 091.01 and 091.02. The council may decertify any county detention officer in the same manner as provided in Subsection 091.02.a. (7-1-99)

02. Lapsed Certificate. The certification of any county detention officer shall be considered lapsed if the officer does not serve as a county detention officer in Idaho for three (3) consecutive years. Provided, however, that those persons once POST certified who remain in active law enforcement in Idaho shall retain their POST certification for purposes of compliance with this rule. The person must work at least one hundred twenty (120) hours active law enforcement per year. This shall include administrative, patrol, or civil division duty assignments in law enforcement agencies as defined in Section 19-5101(d), Idaho Code. Provided further that those persons once POST certified in Idaho who remain in full-time, active law enforcement outside the state of Idaho, without a break in full-time law enforcement, and who successfully complete Idaho POST Academy "Legal Issues of Detention" training or POST-approved equivalent may petition the Executive Director for recertification. The Executive Director shall have the discretion to grant or deny the petition or may refer the petition to the Council. (7-1-99)

03. Recertification - Out of Full Time Law Enforcement Three (3) to Five (5) Years. A county detention officer who has been out of full-time law enforcement status from three (3) to five (5) years and who wants to be recertified must meet the following POST requirements: (7-1-99)

- a. Attend Idaho POST Academy "Legal Issues of Detention" training or POST-approved equivalent and pass the exam; and (7-1-99)
- b. Pass the POST detention certification examination; and (7-1-99)
- c. Satisfy the probationary period requirement of Section 062. (7-1-99)

04. Recertification - Out of Full Time Law Enforcement Over Five (5) Years. A county detention officer who has been out of full-time law enforcement status for over five (5) years must attend the POST Basic Detention Academy to be recertified. The Council may waive this requirement on a showing of good cause by the officer supported by clear and convincing evidence that during a substantial part of the preceding five (5) years, the officer was engaged in an occupation requiring law enforcement training, skill, and experience. Upon receiving a waiver, the officer must meet the following POST requirements: (7-1-99)

- a. Attend Idaho POST Academy "Legal Issues of Detention" training or POST-approved equivalent and pass the exam; and (7-1-99)
- b. Pass the POST detention certification examination; and (7-1-99)
- c. Satisfy the probationary period requirement of Section 062. (7-1-99)

05. Recertification - Out of Full Time Law Enforcement Over Eight (8) Years. A county detention officer who has been out of full-time law enforcement status for over eight (8) years must attend the POST Basic Detention Academy to be recertified. No waiver of this requirement shall be granted by the Council. (7-1-99)

06. Forms. Level I, Level II, and Level III Detention Officer Certificates are established for the purpose of fostering professionalism, education, and experience necessary to perform adequately the duties of law enforcement. (7-1-99)

**111. GENERAL PROVISIONS.**

01. Certification. From and after July 1, 1997, any county detention officer, as defined in Section 19-5101(b), Idaho Code, shall be certified by the Peace Officer Standards and Training Council within one (1) year after first being employed. Current county detention officers, who were employed prior to July 1, 1997, shall comply with the training and certification provisions of this section by July 1, 1999; however, the requirement for successful

completion of the POST Basic Detention Academy will be waived if the officer scores a minimum of seventy-five percent (75%) on an examination administered by POST. The officer will be allowed two (2) attempts to pass the examination. The attempts must be no less than thirty (30) days apart and no more than six (6) months apart. If the officer fails both attempts, he/she must successfully complete the POST Basic Detention Academy to be certified. Detention Officers who currently possess or qualify to possess a Level I, Level II, or Level III classification will convert from classified to certified status according to POST administrative procedures for certifying officers. County Detention Officers who have successfully completed a Detention/Corrections academy prior to July 1, 1997 and who meet all other criteria may be eligible for certification status depending upon verifiable and accurate documentation of such training. This option will close July 1, 1999. (7-1-99)

02. Employed. To be eligible for the award of a certificate, each applicant must be a full-time county detention officer employed by a duly constituted Idaho law enforcement agency or a professional member of the POST Council staff. (7-1-99)

03. Applications. All applications for award of the Level I, Level II, or Level III Detention Officer Certificates shall be completed on the prescribed form "Application for Certification" as provided by the POST Council. (7-1-99)

04. Submission. The Application for Certification form must be submitted by the officer/applicant to his/her department head, who shall attach a recommendation and forward the application to the Council. Certificates will be issued to the department head for award to the applicant. (7-1-99)

05. Minimum Standards. Each applicant must meet the minimum standards for employment and training as provided in these rules with the exception of height, weight, fitness, and physical disability which will be left to the discretion of the employing agency. (7-1-99)

06. Discharged. Whenever an officer is discharged from a department for cause, or resigns and is not eligible for rehire, or terminates employment, the department shall forward to the Council within thirty (30) days, this information and his/her full name and date of birth on a POST Council "Personnel Action" form. (7-1-99)

**112. LAW ENFORCEMENT EXPERIENCE.**

Law enforcement experience, as used herein, means actual time served as a peace officer or county detention officer with a duly constituted law enforcement agency. The acceptability of time served as a law enforcement officer in a jurisdiction other than the state of Idaho, or in a jurisdiction which does not comply with the minimum standards for employment as set forth in Section 050 through Section 063 of this manual, shall be subject to the determination of the Council. (7-1-99)

**113. EDUCATION AND TRAINING.**

Education. (7-1-99)

01. College Hour. One (1) college or university semester hour or unit shall equal one (1) college credit. (7-1-99)

02. College Quarter Hour. One (1) college or university quarter hour or unit shall equal two-thirds (2/3) of one (1) college credit. (7-1-99)

a. Basic, advanced, and specialized courses certified by the Council will be approved. (7-1-99)

b. When college credit is awarded for law enforcement-related subjects, it may be counted for either training or college credit, whichever is to the advantage of the applicant. (7-1-99)

**114. THE LEVEL I CERTIFICATE.**

In addition to the requirements set forth in Section 112 of these Rules the following requirements are necessary for award of the Level I Certificate. (7-1-99)

01. Probation. The applicant must have completed at least six (6) months satisfactory probationary period (may include basic training academy time). Probationary period may be extended by the agency which could

delay certification until the probationary period is satisfactorily completed. This six (6) months' time must be continuous with the department the officer is employed with when applying for certification. Probationary period may not extend over one (1) year for certification purposes. (7-1-99)

02. Basic Training. The applicant shall have completed the POST Basic Detention Academy or be a graduate of a law enforcement vo-tech program, the curriculum of which has been approved by the Council as being equivalent to the POST Basic Detention Academy, and shall have passed the POST detention certification examination approved by the Council. The applicant shall be allowed two (2) attempts to pass the examination. The attempts must be no less than thirty (30) days apart and no more than six (6) months apart. If an officer fails both attempts, he/she must successfully complete the POST Basic Detention Academy to be certified. (7-1-99)

03. Employed. Any county detention officer presently employed by a duly constituted Idaho law enforcement agency who has, within the last five (5) years, been employed by another state or the federal government as a detention officer or a student who has satisfactorily completed a Basic Detention Academy equivalent to Idaho's POST Basic Detention Training within the last three (3) years shall be eligible for certification in the state of Idaho without attending the Basic Detention Academy, provided the officer: (7-1-99)

a. Submits a POST Detention Certification Challenge Packet to POST Council, which must include copies of transcripts, certificates, diplomas, or other documents that substantiate the officer's training and experience; (7-1-99)

b. Passes the POST detention certification examination approved by the Council and administered by a POST Training Specialist, conducted in the manner set forth in Subsection 115.02. (7-1-99)

c. Attends and passes the Idaho POST Academy "Legal Issues of Detention" training or POST-approved equivalent; and (7-1-99)

d. Completes his/her probationary period, as required by Subsection 115.01. (7-1-99)

**115. HIGHER CERTIFICATION.**

01. General Provisions. (7-1-93)

a. In addition to the requirements set forth above for the Level I Certificate, each applicant for the award of a Level II or Level III Certificate shall have completed the designated education and training, combined with the prescribed law enforcement experience, or shall hold the college degree designated, combined with the prescribed law enforcement experience. (7-1-99)

b. Of the minimum college credits required, at least one-half (1/2) must be courses related to law enforcement. (7-1-99)

c. Education and training must be supported by copies of transcripts, certificates, diplomas, or other verifying documents attached to the application. (7-1-93)

d. The officer must have completed the probationary period required by their department when making application for Level II and Level III Certifications. (7-1-99)

02. Level II Certificate. In addition to the requirements set forth in Section 112 of these Rules, the following are required for the award of a Level II Certificate: (7-1-99)

a. The applicant shall possess, or be eligible to possess, a Level I Certificate. (7-1-99)

b. The applicant shall have acquired the following combinations of college credits and/or training

hours, combined with the prescribed years of law enforcement experience:

Total Hours Training Including Detention Academy	600 hours	800 hours	1,200 hours	1,600 hours	Detention Academy	
One College Credit Equals Twenty (20) Training Hours	The above can either be a combination of College Credits or Training Hours				Academic Associate Degree	Bachelor's Degree
Years of Law Enforcement Experience	6	5	4	3	3	2

(7-1-99)

03. Level III Certificate. In addition to the requirements set forth in Section 112 of these Rules, the following are required for the award of the Level III Certificate: (7-1-99)

a. The applicant shall possess, or be eligible to possess, a Level II Certificate. (7-1-99)

b. The applicant shall have acquired the following combination of college credit and training combined with the prescribed years of law enforcement experience, or the college degree designated from an accredited university, combined with the prescribed years of law enforcement experience, and a graduate from the POST Basic Detention Academy.

Minimum Training Including Detention Academy	500 hours	600 hours	700 hours	800 hours	900 hours	1,200 hours	Detention Academy		
College Credits	10	20	30	40	50	60	A.A. A.S. Degree	B.A. B.S. Degree	Masters Degree or PhD
Years of Law Enforcement Experience	13	12	11	10	9	8	6	5	4

(7-1-99)

**116. COMMUNICATIONS SPECIALIST CLASSIFICATION.**

01. Applicants. Applicants for Communications Specialist Classification must be employed full-time in a communications position, have a high school diploma or equivalent on file at the POST Academy, and have two (2) sets of fingerprints on file at the Idaho Bureau of Criminal Identification. Communications Specialist Classification is not statutorily mandated, but is voluntary. (7-1-99)

02. Level I Classification. The applicant must have at least one (1) year of full-time experience as a communications specialist and shall have completed a minimum of forty (40) hours of POST Council approved communications-related training, which must include the ILETS Classification Level I certificate. (7-1-93)

03. Level II Classification. The applicant must have at least three (3) years of full-time experience as a communications specialist and shall have completed a minimum of eighty (80) hours of training, forty (40) of which must meet Level I requirements. (7-1-93)

04. Level III Classification. The applicant must have at least six (6) years of full-time experience as a communications specialist and shall have completed a minimum of one hundred twenty (120) hours of training, forty (40) of which must meet Level I requirements. (7-1-93)

05. Advanced Classification. For purposes herein, the term "advanced communications" position

means that the incumbent possesses a Level III Communications Specialist Classification and has consciously decided to focus career efforts on public safety communications. A candidate for this classification shall. (7-1-93)

- a. Possess a Level III Communications Specialist Classification. (7-1-93)
- b. Have a minimum of ten (10) years full-time experience in public safety communications. (7-1-93)
- c. Have accumulated and successfully completed five hundred (500) hours of POST Council-approved communications-related training. (7-1-93)
- d. Have successfully completed both the Basic and Advanced Communications Academies. (7-1-93)

**117. CANINE TEAM CERTIFICATION.**

01. Legal Authority. The Idaho Legislature has given the Idaho Peace Officer Standards and Training Council the authority to promulgate these rules in Section 19-5107, Idaho Code. (3-20-97)

02. Title and Scope. These rules are intended to set minimum standards of performance in Idaho for the Certification of Police Canine Teams. (3-20-97)

03. Definitions. (3-20-97)

a. Canine team. A specific person and a specific canine controlled by that person in the capacity of handler, working together in the performance of law enforcement duties. This definition includes canines utilized for tracking, controlled substances detection and explosives detection. (3-20-97)

b. Evaluator. A police officer who has been recommended to the Council by the Idaho Police Canine Association and subsequently approved for the purpose of testing and certifying canine teams. (3-20-97)

04. Certification. The Council shall certify a canine team which meets the following requirements. (3-20-97)

a. Successful demonstration of proficiency, under the scrutiny of a certified canine evaluator, in one (1) or more of the following areas. (3-20-97)

i. The handler's ability to control and obtain the obedience of the canine. (3-20-97)

ii. The effectiveness of the team in criminal suspect apprehension. (3-20-97)

iii. The effectiveness of the team in conducting building searches. (3-20-97)

iv. The effectiveness of the team in conducting open area searches. (3-20-97)

v. The effectiveness of the team in the detection of controlled substances. (3-20-97)

vi. The effectiveness of the team in the detection of explosive devices. (3-20-97)

b. In evaluating the proficiency of the canine teams, the Evaluators shall use the Standards promulgated by the Idaho Police Canine Association and approved by the POST Council for that particular skill category. (3-20-97)

c. To be eligible for certification under these rules, the canine officer must be POST-certified or classified within Idaho. (3-20-97)

05. Expiration of Certification. Each certification issued pursuant to these rules shall expire on the anniversary date of the certification. Certification may be renewed upon completion of the requirements of Subsection 113.04.b. A canine team certification shall lapse if the specific handler and canine, as originally paired at

the time of certification, cease to perform canine team functions together. (3-20-97)

**118. PATROL DOGS.**

01. Requirements. The following requirements should be construed as standards for Police Service Dogs to perform their duties. The certification test will be mandatory to those agencies having canine units. A POST Training Specialist or his/her designee must be present for all canine certification testing. (3-20-97)

02. POST Certification for Patrol Dogs Will Consist of Basic Level Only. Intermediate and Advanced levels can be obtained through the Idaho Canine Association. Each stage will have two (2) levels the Patrol Dog can be certified in. Level I consists of testing in scent work, obedience and apprehension. A level II rating consists of testing in obedience and apprehension. A level III rating consists of tracking only. (3-20-97)

03. Certifications for Canine Teams Shall Remain Valid For One (1) Year. Each canine team must be evaluated annually to maintain their certification. If the canine team fails any portion of an evaluation, they must be re-evaluated for the failed area. (3-20-97)

04. Basic Patrol Dog Certification Test. (3-20-97)

a. The skills favorable for successful deployment of a Basic Patrol Dog are recognized within three (3) categories: (A) Scent Work, (B) Obedience-Agility, and (C) Apprehension. The Dog and Handler can be successfully trained to an appropriate skill level by a qualified Patrol Dog Instructor. The competency can then be evaluated and declared by a qualified Patrol Dog Evaluator. (3-20-97)

b. The Basic Patrol Dog evaluation shall be concluded within twenty-four (24) hours after it is begun. This is to establish that the dog's mental and physical endurance are sufficient to withstand the rigors of active service. (3-20-97)

05. Performance Objectives. (3-20-97)

a. Scent work. (3-20-97)

i. Tracking. The Dog shall follow the steps of a person along a track that is four hundred (400) to six hundred (600) paces in length, having two (2) ninety (90) degree turns and aged a minimum of thirty (30) minutes. Two (2) items which have been permeated with the track layers scent will be placed along the route. One (1) item will be on the second leg and the other will be at the end of the track. The Dog should indicate the location of these items as it encounters them. A cross-track will be placed at some point along the third leg as a diversion. The Dog should not be diverted from the original track. (3-20-97)

ii. Evidence search. The Dog shall be deployed to search for two (2) well-scented, small items which the evaluator has hidden within an eight hundred (800) square yard area. The Dog will be out of sight when the items are placed. The Handler will remain along the centerline of the search area and direct the Dog to search systematically. The Dog should indicate the location of these items as it encounters them. (3-20-97)

b. Obedience-Agility. (3-20-97)

i. Heeling, behavior in public, and gun-sureness. The Dog shall heel off-leash beside its Handler through a series of normal, slow, and fast paces. During each pace the Handler shall make right, left, and about-turns. Next, the Handler shall walk in a straight line and at intervals of at least ten (10) paces he shall command the Dog to sit, stand, and down. As he gives each command he shall halt. Next, the Dog shall heel beside its Handler as he walks in serpentine fashion through a group of at least three (3) persons. The group shall be walking slowly and parallel to each other. At some point, the Handler will halt beside one (1) of the persons such that the Dog is immediately next to an individual. When the Handler halts, the group shall halt also. The Dog should show no unusual attention to the person beside whom it is sitting. The Dog will then heel beside its Handler as he exits the group and walks away. At a distance of about fifty (50) feet the Handler shall turn around and begin walking toward the group. At this point two (2) simulated gunshots shall be discharged by a group member. This shall be done discreetly, with the blast aimed at the ground. The Dog shall remain under control as this occurs. (3-20-97)

ii. Stand in motion and down. The Dog shall heel beside its Handler in a straight line. After a few steps the Handler shall command the Dog to stand. The Handler will continue forward, without breaking stride, for at least twenty (20) paces. He will then stop, turn and face the Dog. After a few moments, the Dog will be commanded to assume a down position. After a few moments, the Handler will return to the Dog. It should remain in the down position until commanded to sit, at a heel position. (3-20-97)

iii. Retrieving an object. The Handler should obtain an object and hold it in his hand as he and his Dog assume a heel position. The Dog shall remain in position as the Handler tosses the object a moderate distance in front of the Dog. After a short pause, the Dog will be commanded to retrieve the object. The Dog should respond and present the object in a front position. When commanded, the Dog should release it, and go to a heel position. (3-20-97)

iv. Jumping an obstacle. The Handler and Dog will assume a heel position at an appropriate distance from an obstacle that is at least thirty-six (36) inches high. The Dog will be commanded to jump over the obstacle and then stand in place. After a pause, the Handler will walk to his Dog and command it to heel, without breaking his stride. The Handler will then walk away from the obstacle and halt. (3-20-97)

v. Climbing and retrieving. The Handler should obtain an object and hold it as he and his Dog assume a position in front of a wall. The wall should be inclined and at least five (5) feet high. The Dog should remain in position as the Handler tosses the object over the wall. When commanded, the Dog should climb the wall. As the Dog descends, it will be commanded to retrieve the object. It should climb back over the wall with the object, and then present it in front of the Handler. On command, the Dog should relinquish the object. After a pause, it will then be commanded to assume a heel position. (3-20-97)

vi. Long down with distraction. The Handler will place his Dog in a down position. He will then leave the Dog and walk a distance of about fifty (50) paces, remaining in the Dog's field of vision. The Handler will stand with his back to the Dog while another Dog goes through exercises listed in Subsections 114.05.a.i. through 114.05.a.iv. above. The Dog should remain calmly in position. (3-20-97)

c. Apprehension. (3-20-97)

i. Suspect search. The Handler shall position his Dog on the boundary of a pre-determined search area. The Dog shall be directed to search systematically, The Handler shall move through the search area in a tactical manner. While in the search area, the Dog shall encounter a person who happens to be there totally by accident. The Dog should respond to the person's submissive behavior by detaining him without physical contact. The person shall be absolutely submissive during this encounter. When the Handler arrives, the Dog shall be commanded to assume a backup position as the Handler conducts a frisk of the person, searches the location, and dismisses him. (3-20-97)

ii. Surveillance and apprehension (choice of exercise). The Handler and Dog shall assume a surveillance position. The Dog should remain calm and alert. A person representing a criminal suspect shall appear about eighty (80) to one hundred (100) yards away. The Dog should remain quiet as the Handler issues a Departmental warning. The person shall flee and the Handler shall send the Dog to apprehend. The suspect shall stop and face the Dog submissively when it is about thirty (30) yards away. It shall be evident the person is surrendering when the Dog arrives. It should detain the suspect without physical contact. When the Handler arrives he shall command the Dog to assume a backup position. It should now remain quiet and alert, ready to engage the suspect if necessary, while the Handler frisks the suspect and places him in custody. The Dog should heel beside its Handler as he escorts the suspect to the evaluator for remanding; OR (3-20-97)

iii. Handler defense and apprehension. The Handler and Dog shall heel along a predetermined route. A person shall emerge from a hiding place and attempt to assault the Handler. The Dog should defend its Handler without hesitation by engaging in strong combat. The perpetrator shall be armed with a simulated weapon such as a stick. At some point during the combat he shall strike the Dog twice sharply on the less sensitive parts of its body. The Dog should continue in combat until the perpetrator gives up and the Handler commands it to stop. At this point the Dog should remain alert and quiet while the Handler conducts a frisk and places the individual in custody. The Dog should heel beside its Handler as he escorts the individual to the evaluator for remanding. (3-20-97)



iv. The same behavior as above is to be exhibited, up to the point where the suspect stops. The Handler, upon becoming reasonably sure that the suspect shall indeed surrender and not flee further, shall recall his Dog. The team shall heel to the suspect and the Dog shall be placed in a backup position. It should remain quiet and alert, ready to engage the suspect if necessary, while the Handler frisks the suspect and places him in custody. The Dog should heel beside its Handler as he escorts the suspect to the evaluator for remanding. (3-20-97)

06. Appeal. Any Handler who thinks there have been improper procedures applied in implementing the standards may report the facts to the Idaho Peace Officer Standards and Training Academy in writing. This report must be filed within thirty (30) days of the testing date. (3-20-97)

07. Evaluators. (3-20-97)

a. Qualifications. (3-20-97)

i. An evaluator must be an Idaho POST-certified officer with three (3) years of street handler experience, and three hundred ninety (390) hours of accredited canine classroom training, He/she must also meet the requirements as stipulated by the Idaho Police Canine Association, and be an Idaho POST-certified instructor for canine subjects. (3-20-97)

ii. A Corrections Officer may be recognized as an Evaluator, provided they have passed a four (4) week Detention or Corrections Academy and met all other requirements with the exception of being a "commissioned law enforcement officer". (3-20-97)

## **119. DETECTION DOGS.**

01. Requirements. The following requirements should be construed as standards for Police Service Dogs to perform their duties. The certification test will be mandatory to those agencies having canine units. A POST Training Specialist or his designee must be present for all canine certification testing. (7-1-99)

02. Certifications for Canine Teams Shall Remain Valid For One (1) Year. Each canine team must be evaluated annually to maintain their certification. If the canine team fails any portion of an evaluation, they must be re-evaluated for the failed area. (7-1-99)

03. Detection Dog Teams. Detection Dog teams should be able to show proficiency in detecting substances in the following environments: (7-1-99)

a. Buildings (residential and commercial). (3-20-97)

b. Vehicles (private and commercial). (3-20-97)

c. Luggage and packages. (3-20-97)

d. Exterior open areas. (3-20-97)

04. Substance Tests. Tests will, therefore, incorporate each of the above areas with the substance(s) being detected as well as demonstrated control of the canine. Performance of these tests will be on a pass/fail basis. It is recommended that the Dog teams have experience in searching for substances outside of the normal day-to-day routines. (3-20-97)

05. Tests. (3-20-97)

a. Buildings. The building search will consist of an area designated by the evaluator that may vary in size, location or environment, but will consist of at least three (3) rooms. Substances shall be hidden high and low, known to the evaluator and unknown to the Handler, The canine will start the search at a point determined by the Handler. All substances will be hidden by the evaluator unknown to the Handler. (3-20-97)

b. Vehicles. The vehicle search will consist of at least three (3) vehicles, which may vary in size,

location or environment. The search will include the interior and exterior of the vehicles. Substances shall be hidden inside or on the outside, known to the evaluator and unknown to the Handler. The canine will start the search at a point determined by the Handler. (7-1-99)

c. Luggage and packages. This search will consist of at least six (6) pieces of luggage and/or packages of different sizes and/or shapes. These pieces may vary in location or environment. The canine will start the search at a point determined by the Handler. (3-20-97)

d. Exterior areas. The exterior search will consist of an area in open air that may vary in size, location or environment, and may include buried substance. The canine will start the search at a point determined by the Handler. (3-20-97)

e. Obedience. Each Handler will demonstrate obedience and control of their canine. This will include "sit, stay, heel, and come" commands. (3-20-97)

06. Test Criteria. The Handler will be evaluated in the following areas: (7-1-99)

a. Control of the dog. (3-20-97)

b. Recognition of the behavioral changes in the dog. (3-20-97)

c. Search patterns, to include: (3-20-97)

i. Presentation of the areas to be searched. (3-20-97)

ii. Manipulation of the environments. (3-20-97)

iii. Body language which includes negative behavior in the dog (false response, failure to work to the course, etc.) and timeliness of positive and/or negative reinforcement. (3-20-97)

07. Substances. (3-20-97)

a. The types and amounts of substance in each search will be at the discretion of the evaluator. Substances will be set in place at least thirty (30) minutes prior to each test. (3-20-97)

b. Articles containing human scent may be placed in each test area. (3-20-97)

c. The handler will be notified if a dangerous substance being detected by the dog can be accessed by the dog. (3-20-97)

d. No substance other than marijuana will be hidden in a location readily accessible to the canine. (3-20-97)

e. Controlled substance shall consist of, but not be limited to, four (4) main areas: (3-20-97)

i. Marijuana and Hashish (Two (2) grams or greater). (3-20-97)

ii. Cocaine (hydrochloride) (Two (2) grams or greater). (3-20-97)

iii. Heroin and opiate derivatives (Two (2) grams or greater). (3-20-97)

iv. Methamphetamines (Two (2) grams or greater). (3-20-97)

f. It is not required that a narcotic detection dog be trained in all four (4) common fields of controlled substances. However, if the dog is not trained in all four (4) substances it should be noted in the dog's training records what substances the dog is proficient in detecting. (3-20-97)

08. Testing Procedure. (3-20-97)
- a. Prior to the start of the testing, the handler will give the evaluator the following information. (3-20-97)
- i. The type of alert (passive or aggressive). (3-20-97)
- ii. The type of reward (ball, food, towel, praise, etc.). (3-20-97)
- iii. The type of substance(s) the dog is trained to detect (dogs will be evaluated only on the substances with which it has been trained). (3-20-97)
- iv. Whether the dog is cross-trained (patrol/drugs/bombs/etc.) (3-20-97)
- b. The evaluator will signal the start and finish of each test and allow reasonable time for the team to cover the area and indicate the location of the substance. (3-20-97)
- i. It will be at the evaluator's discretion to discontinue the search if excessive time has been spent on the search without results. Prior to terminating the search the evaluator may give the team the opportunity to note any changes in behavior and research that specific area. (3-20-97)
- c. The Handler must verbally indicate to the evaluator that he has a positive alert from his dog and believes that the substance has been found. The handler will indicate the location of the substance to the evaluator. (3-20-97)
09. Appeal. Any handler who thinks there have been improper procedures applied in implementing the standards may report the facts to the Idaho Peace Officer Standards and Training Academy in writing. This report must be filed within thirty (30) days of the testing date. (3-20-97)
10. Evaluators. (3-20-97)
- a. Qualifications. (3-20-97)
- i. An evaluator must be an Idaho POST-certified officer with three (3) years of street handler experience, and three hundred ninety (390) hours of accredited canine classroom training. He/she must also meet the requirements as stipulated by the Idaho Police Canine Association, and be an Idaho POST-certified instructor for canine subjects. (3-20-97)
- ii. A Corrections Officer may be recognized as an evaluator, provided they have passed a four-week Detention or Corrections Academy and met all other requirements with the exception of being a "commissioned law enforcement officer". (3-20-97)

**120. -- 129. (RESERVED).**

**130. CERTIFICATION OF INSTRUCTORS.**

**131. GENERAL PROVISIONS.**

01. Certification. The Council shall certify instructors deemed qualified to teach in one (1) or more of the prescribed training courses. Certification will be in accordance with Section 132 and Section 133 of these Rules. The names of certified instructors shall be published and distributed periodically by the Council. (7-1-93)

02. Minimum. Instructors will be certified on the basis of minimum qualifications in the areas of education, training and experience. Such certification can never be expected to insure good instruction and it shall therefore be the continuing responsibility of school directors to see that instructors are assigned only topics which they are qualified to teach and are supervised on a regular basis to insure that instructional excellence is maintained. (7-1-93)

03. Revocation. Instructor certification may be revoked by the Council whenever an instructor is deemed to be unqualified to continue teaching. Review of instructor certification may be initiated upon the request of a department head, school director, or other reliable source. Such review may also be initiated by the Council in the absence of external requests or complaints. (7-1-93)

04. Special Certification or Exceptions. (7-1-93)

a. Judges, attorneys, educators, doctors, federal officials, state officials, and other non-police personnel should be utilized when their talents are needed. The usual formalities may be waived by the Council and the Council may certify such instructors or the course they teach upon recommendation of the School Coordinator. (7-1-93)

b. Instructor applicants who do not meet the recommended minimum requirements, but who have taught at a training school pursuant to these rules may be eligible for instructor certification upon recommendation of the school director. (7-1-93)

05. Limited Control. It is the intent of the Council to exercise only limited control in the area of certification of instructors. The following recommendations are intended to assure the Council that instructors in approved peace officer training schools meet minimal qualifications as to training and experience. The actual evaluation and selection of instructors will remain the responsibility of the school director, who is ultimately responsible for the quality of the instruction provided. (7-1-93)

### **132. RECOMMENDED INSTRUCTOR REQUIREMENTS IN POLICE RELATED COURSES.**

01. Law Enforcement Experience. A minimum of three (3) years of law enforcement experience for personnel instructing law enforcement subjects. (7-1-93)

02. Education. A minimum of high school graduation or the equivalent as recognized by the Council for personnel instructing law enforcement subjects. (7-1-93)

03. Training. All new applicants for instructor certification shall be required to have completed an Instructors Training Course approved by the Council. This requirement may be waived in exceptional cases reflecting outstanding education, experience, or achievement. Waiver of instructor training requirements will be authorized by the Council under unusual circumstances upon written application by a school director. (7-1-93)

### **133. RECOMMENDED INSTRUCTOR REQUIREMENTS IN GENERAL COURSES.**

Personnel instructing general subjects such as criminal law, human relations, and management topics, may be certified on the basis of the following minimum recommended qualifications: (7-1-93)

01. Experience. At least three (3) years of experience in the subject area to be instructed. (7-1-93)

02. Education. At least a baccalaureate degree in a related field. (7-1-93)

03. Recommendation. Recommendation of a school director. (7-1-93)

### **134. EXPIRATION AND RENEWAL.**

Instructional certification will be issued for a period of twenty-four (24) months. At the end of the twenty-four (24) month period, certification will be automatically renewed if the instructor's performance still meets the qualifications and they have instructed at least one (1) class in the last twenty-four (24) month period. (7-1-93)

### **135. PROCEDURE.**

01. Applications. Applications for instructional certification will be made to POST. Applicants for instructor certification will be endorsed by a school director where applicable and by the applicant's department head. Once an application has been submitted to the Council and the instructor is certified, this process need not be repeated unless certification has been revoked. (7-1-93)

02. Evaluation. Upon receiving the Instructor Certification Application, the Council will make its evaluation from the standpoint of background, education, achievement, teaching experience and qualifications. The Council will rely heavily on the endorsement of the school coordinator or department head as to the effectiveness of the applicant's ability to communicate. (7-1-93)

03. Form. Certification of instructors by the Council will be in the form of a letter so stating to the school coordinator, certifying the school and instructors as requested by the school coordinator. Notification will also be made to the applicant advising him/her of their certification and a wallet size card will be issued every two (2) years. (7-1-93)

04. No Credit. No credit will be given to any officer for any course that is taught with one (1) or more instructors who have not been certified by the POST Council; however, credit will be given to any officer for any course that is taught by an instructor seeking instructor certification pursuant to POST policy. (7-1-93)

**136. REIMBURSEMENT FOR INSTRUCTORS.**

01. Reimbursement. Reimbursement to instructors for travel, lodging and meals for certified schools may be granted by the Council. If reimbursement is granted for travel, lodging and meal expenses, the reimbursement shall not exceed allowances currently authorized for employees of the state of Idaho for official business. (7-1-93)

02. Meals And Lodging. Where meals and lodging are provided by the school, the allowed costs for instructors shall be based upon the charge for meals and lodging made by the school. This shall not include meals and lodging incurred in travel to and from the school. (7-1-93)

**137. -- 149. (RESERVED).**

**150. FORMATION AND CERTIFICATION OF SCHOOLS.**

**151. GENERAL PROVISIONS.**

01. Certify. The Council shall certify instructors deemed adequate to effectively teach one or more of the courses prescribed in Section 071 through Section 077, "Minimum Standards for Training". The identity of each school so certified shall be published and distributed periodically by the Council. (7-1-93)

02. Training Schools. Certification of training schools will be made on the basis of the information contained in the "Application for Certification of School". A school inspection may be conducted by the Council or its representative as part of the certification procedure. (7-1-93)

03. Letter. Certification of a school by the Council will consist of a letter from the Council indicating the classroom hours approved for credit. (7-1-93)

04. Attendance. Generally, when so requested by the school coordinator, certificates of attendance will be issued by the Council to those attending schools with thirty-five (35) course hours or more of classroom instruction. (7-1-93)

05. Revocation. Certification may be revoked by action of the Council whenever a school is deemed inadequate. In such event, the sponsoring agency of said school and the head of each department whose trainees participate in the school shall be notified by the Council. The school may be recertified by the Council when it deems the deficiencies have been corrected. (7-1-93)

06. Appeal. In the event that certification is denied, appeal may be made directly to the Council. (7-1-93)

07. No Credit. No officer will receive credit for any training course completed which has not been certified by the Council. Records and transcripts will be kept for each officer on all certified training courses he completes. (7-1-93)

**152. EXAMINATIONS.**

Written examinations may be required of each trainee in each course certified by the Council with thirty-five (35) hours or more classroom instruction. (7-1-93)

**153. TYPES OF SCHOOL CERTIFICATION.**

Two types of school certification may be issued: (7-1-93)

01. Temporary. Temporary certification may be made for schools offering law enforcement training courses on a one (1) time or infrequent basis. Temporary certification shall be for a specific course and shall be issued for a definite period of time not to exceed one (1) year. (7-1-93)

02. Continuing Certification. Continuing certification shall be granted for schools offering law enforcement training on an annual basis. (7-1-93)

**154. REQUIREMENTS OF SCHOOLS.**

Applications for certification of schools must be approved in writing in advance of school presentation, with the exception of schools sponsored and conducted by the POST Council, which are hereby deemed certified. Applications for certification of schools must be received by the Executive Director of POST not less than one (1) week in advance of the starting date of the school and shall be accompanied by: an outline and course description of the subject material being offered and the time period to be devoted to each subject area. A schedule of classes, instructor certification forms (when applicable) and a statement about the law enforcement personnel to whom it will be directed must also be included. In the event the Executive Director of POST has a question as to whether or not credit should be given to the school after a POST evaluation of the school has been completed, the Executive Director shall bring it before the POST Council at their next meeting for approval or disapproval of the school. (7-1-93)

**155. THE SCHOOL COORDINATOR.**

01. Selection. A school coordinator must be selected to handle the procedures of a school. (7-1-93)

02. Duties. Duties of the school coordinator. (7-1-93)

a. The school coordinator shall assume the responsibility of the overall supervision of the school, including, if applicable: (7-1-93)

i. The preparation and grading of examinations; (7-1-93)

ii. Rating of classroom notebooks; (7-1-93)

iii. Arranging for qualified instructors; (7-1-93)

iv. Providing for food and lodging for trainees where appropriate; (7-1-93)

v. Arranging for adequate facilities such as classrooms, gymnasium, safe firearms ranges, etc.; and (7-1-93)

v. The conduct and discipline of the trainees. (7-1-93)

b. The school coordinator shall make final determinations as to whether a trainee has successfully passed all reasonable standards and requirements of the course of training. The training coordinator shall also have the authority to dismiss from the school any trainee prior to the completion of the course if, in the training coordinator's opinion, the trainee is unable or unwilling to successfully complete the prescribed course of training. Immediately upon such dismissal action, the school coordinator shall submit a written report to the Council and the trainee's department head with a detailed explanation of the action. (7-1-93)

c. The school coordinator shall maintain complete records on each trainee and upon successful completion of the training, submit a "Record of Training Attendance" to each attending officer. A copy of the "Police

School Attendance Roster" shall be forwarded to the Council for transcript and file purposes within seven (7) days after completion of the school. (7-1-93)

**156. SUMMARY OF STEPS FOR SCHOOL FORMATION.**

01. Select School Coordinator. (7-1-93)
02. Select Facilities. (7-1-93)
03. Develop Rules of School. (7-1-93)
04. Select Instructors. (7-1-93)
05. Certification. Apply for certification on "Application for School Certification" form one (1) week prior to starting date. Include course outline and description; the time period to be devoted to each subject area; a statement about the law enforcement personnel to whom the school is directed; and "Instructor Certification Application" when applicable. (7-1-93)
06. Record. Forward "Record of Training Attendance" to the officer who attended and "Police School Attendance Roster" to the Council within seven (7) days after school completion. (7-1-93)

**157. VOCATIONAL LAW ENFORCEMENT PROGRAM CERTIFICATION/RECERTIFICATION STANDARDS.**

01. Purpose. The purpose of this policy is to verify that the entity seeking vocational law enforcement certification/recertification is in compliance with all standards established by the Department of Education for such programs and by POST for the operation of a basic course. A program seeking certification must first be approved by the Peace Officer Standards and Training Council prior to beginning the certification process. Entities seeking certification and previously certified vocational law enforcement programs are subject to scheduled and unscheduled visits by field training specialists and other members of the Peace Officer Standards and Training Council in which adherence to certification standards will be evaluated. Vocational law enforcement program certification is valid for two (2) years and expires on June 30th of the second year after the program was certified. In order to maintain certified status a vocational law enforcement program must successfully complete the recertification process prior to the expiration date. (7-1-99)

02. Process. (7-1-99)

a. The POST Regional Training Specialist will provide guidance and assistance to the prospective vocational law enforcement program by identifying the requirements for certification, and providing an estimate of what needs to be accomplished prior to formally requesting vocational law enforcement program certification status. (7-1-99)

b. A staff member of Peace Officer Standards and Training will establish a mutually agreeable date for an on-site inspection with the program coordinator and conduct the on-site assessment for vocational law enforcement program certification. (7-1-99)

c. A vocational law enforcement program which has been certified is subject to scheduled and unscheduled visits by the field training specialist and other members of the Peace Officer Standards and Training Council to check items required for continued certification. (7-1-99)

d. If at any time it is determined that the certified vocational law enforcement program does not meet one (1) or more certification standards, the program will be given a reasonable amount of time to correct the situation, not to exceed sixty (60) days, unless an extension is granted by the POST Council certification committee. The program coordinator will receive written notification of the standards which have not been met and the date when a reassessment will be conducted. (7-1-99)

e. A staff member of Peace Officer Standards and Training will conduct the reassessment. If one (1)

or more of the standards still have not been met, the Administrator or Board Chairman of the vocational law enforcement program will be notified in writing that upon reassessment the standard has not been met. The program will have a maximum of sixty (60) days to comply with all certification standards, unless an extension is granted by the POST Council certification committee. (7-1-99)

f. A staff member of Peace Officer Standards and Training will conduct the second reassessment. If the program is still not in compliance with all certification standards at the time of the second reassessment, the matter will be referred to the POST Council Certification Committee. The committee will review the findings of the second reassessment in which the program was not in compliance with all certification standards and make a recommendation to the POST Council. (7-1-99)

g. The POST Council will review the recommendation of the POST Council Certification Committee, giving both the vocational law enforcement program and the POST Council Certification Committee an opportunity to make a verbal presentation, and, based upon all pertinent information, recommend appropriate action. (7-1-99)

h. Certification is valid for two (2) years from the date of certification. Vocational law enforcement program certification expires on June 30th of the second year after the program was certified. In order to maintain certification status, a program must successfully complete a recertification process prior to the expiration of the original certification. The recertification will extend the expiration date for two (2) years. (7-1-99)

03. Definitions. (7-1-99)

a. Vocational Law Enforcement Program. A college/university vocational law enforcement program certified by the Idaho Department of Education with a curriculum based on POST performance objectives for basic training. The curriculum must include the minimum instruction in each topic as described in the POST Rules. (7-1-99)

b. Program Coordinator. An individual designated by the college/university who is responsible for the conduct and operation of training conducted by the vocational law enforcement program. (7-1-99)

c. Vocational Law Enforcement Program Facility. A facility in which training programs are conducted. It houses classrooms and offices for instructors and staff. Other facilities such as a firing range, driver training track, multipurpose training areas, library and satellite locations are considered to be part of such facility but need not be located at the same site. (7-1-99)

d. Satellite Facility. A facility, located away from the certified vocational law enforcement program facility, which the certified program uses to conduct forty (40) hours or more of mandated training per year. This definition specifically excludes firing ranges, driver training sites and physical fitness or arrest techniques sites which may be located away from the certified program facility. (7-1-99)

e. Temporary Training Facility. A facility, located away from the certified vocational law enforcement program facility, which the certified program uses to conduct less than forty (40) hours of mandated training per year. This definition specifically excludes firing ranges, driver training sites and physical fitness or arrest techniques sites which may be located away from the certified program facility. (7-1-99)

f. POST Council Certification Committee. The POST Council Certification Committee reviews the certification and recertification standards and recommends changes as necessary to the POST Council. This committee also reviews the circumstances and facts surrounding the non-compliance with certification standards by any certified vocational law enforcement program in order to make a recommendation to POST Council. This committee is composed of five (5) members selected by the POST Council Chairman. (7-1-99)

g. Directive. A written statement of policy procedure or rule/regulation addressing certification standards, and made available for inspection and guidance in the operation of the program. (7-1-99)

04. Administration. (7-1-99)

a. A vocational law enforcement program shall have an advisory board or committee composed of



criminal justice executives of several area agencies/organizations, including the POST Executive Director or his designee. (7-1-99)

b. Vocational law enforcement programs shall maintain a training record/file on each student attending the program. This file shall include records pertaining to that student while attending that program sufficient to document that all performance objectives have been successfully completed. (7-1-99)

c. Vocational law enforcement programs shall maintain an administrative file that pertains to each class it conducts. This file shall include curriculum/schedule, attendance records, discipline records, counseling records, test-answer sheets, and course evaluation or summary. This file may be combined with the training record/file on each student file specified above at the discretion of the program. (7-1-99)

d. Vocational law enforcement programs shall have a policy on the minimum and maximum number of students in classes. (7-1-99)

i. Mandated training will not be conducted for classes of less than six (6) students nor more than thirty-five (35). (7-1-99)

ii. Exceptions to this standard may be granted by the POST Training Specialist in the region where the vocational law enforcement program is located. A written request shall be submitted to the POST Training Specialist and shall specify the reasons why an exception is necessary. The POST Training Specialist shall evaluate the request to determine if sufficient cause exists to grant an exception. If an exception is granted, the POST Training Specialist will document the exception in writing to the program coordinator and forward a copy to the Executive Director of Peace Officer Standards and Training. (7-1-99)

e. Vocational law enforcement programs shall comply with all administrative procedures set forth in applicable rules promulgated by the POST Council. (7-1-99)

f. Vocational law enforcement programs shall comply with all requirements of the Idaho Department of Education and the individual institution. (7-1-99)

g. Vocational law enforcement programs shall have a policy for post-graduation evaluation of entry-level training. (7-1-99)

i. Shall occur from six (6) months to one (1) year after leaving the program. (7-1-99)

ii. Shall assess the job-relatedness of entry-level training. (7-1-99)

05. Facility. (7-1-99)

a. A vocational law enforcement program shall have scheduled access to a firing range which shall include: (7-1-99)

i. Shotgun/tear gas capabilities; (7-1-99)

ii. Adequate facilities for courses prescribed by POST Council; and (7-1-99)

iii. Adequate storage facility for ammunition at the vocational law enforcement program or range. Facility should have posted signs in accordance with law and should be protected from illegal entry and fire. (7-1-99)

b. Ranges shall have at least five (5) firing points if used for basic training. (7-1-99)

c. Vocational law enforcement programs shall be adequately equipped with first-aid equipment. (7-1-99)

06. Instruction. (7-1-99)

- a. All instructors must be POST-certified instructors and/or meet the minimum standards established by POST Council within a school calendar year. (7-1-99)
- b. The vocational law enforcement program shall establish quality control methods for ensuring adequate instruction, to include: (7-1-99)
- i. Written student evaluations of instructors; and (7-1-99)
- ii. Lesson plans for all training courses required to be on file at the vocational law enforcement program. (7-1-99)
- (1) Review of curricula and lesson plans to ensure they are in compliance with POST Council requirements. (7-1-99)
- (2) Lesson plans shall be updated on an annual basis. (7-1-99)
- iii. Periodic and random monitoring of instruction provided to ensure that: (7-1-99)
- (1) Lesson plans are being used; (7-1-99)
- (2) Appropriate audio-visual aids are available and used properly; (7-1-99)
- (3) The instructor is holding student attention; (7-1-99)
- (4) The instructor is in control of the students; (7-1-99)
- (5) The instructor is addressing the objectives; and (7-1-99)
- (6) Classroom conditions such as lighting, noise levels and temperature are acceptable. (7-1-99)
- iv. Appropriate action is taken to follow up on any student complaints regarding instructors or the training process. (7-1-99)
- v. Results of testing are analyzed and evaluated. (7-1-99)
- c. The vocational law enforcement program shall maintain an up-to-date copy of the POST Rules Manual provided by Peace Officer Standards and Training. (7-1-99)
- d. The vocational law enforcement program shall comply with all instruction standards established by POST. (7-1-99)
07. Satellite Facility. (7-1-99)
- a. A satellite facility is a facility, located away from the certified vocational law enforcement program facility, which the certified program uses to conduct more than forty (40) hours of mandated training per year. This definition specifically excludes firing ranges, driver training sites, and physical fitness or arrest techniques sites which may be located away from the certified program facility. (7-1-99)
- i. All satellite facilities where mandated training is conducted must meet the standards in the facilities portion of this policy. (7-1-99)
- ii. Satellite facilities must be approved by POST as meeting the standards for facilities before any credit can be awarded for mandated training which is conducted in such a facility. (7-1-99)
08. Conduct and Behavior. (7-1-99)

- a. Any vocational law enforcement student not meeting the POST minimum standards for employment will not be given the final test. (7-1-99)
- b. The vocational law enforcement program shall have a policy on integrity. This should include dishonesty, untruthfulness, or discourtesy to include acts of academic dishonesty and plagiarism. This policy must be reviewed with all vocational law enforcement students upon entry into the program. (7-1-99)
- c. The vocational law enforcement program shall have a policy on social contact between staff, instructors, and students. Associations with vocational school staff must be professional in nature at all times. Students should be expressly prohibited from having social contact, either on or off campus, with any vocational staff or instructor(s) at the vocational law enforcement program. (7-1-99)
- d. Other standards for conduct and behavior that shall be addressed by the vocational law enforcement program shall include: (7-1-99)
- i. Disrupting class; (7-1-99)
  - ii. Misconduct; (7-1-99)
  - iii. Truthfulness; (7-1-99)
  - iv. Courtesy; (7-1-99)
  - v. Bigotry; (7-1-99)
  - vi. Sexual harassment; (7-1-99)
  - vii. Regard for the safety of others; and (7-1-99)
  - viii. Sleeping in class. (7-1-99)

**158. -- 169. (RESERVED).**

**170. STANDARDS FOR CONDUCT AND BEHAVIOR OF POST BASIC TRAINEES.**

01. Objective. To state in general terms and standards of conduct required of POST Basic trainees; designate the authority for establishing specific requirements of attendees; and make reference to the specific requirements and their acceptance by attendees. (7-1-93)
02. Policy Statement. (7-1-93)
- a. As representatives of law enforcement agencies, all trainees are expected to conduct themselves in a manner which will bring credit to the profession. Standards of behavior must reflect good taste, courtesy, consideration and respect for the rights and privileges of fellow trainees and the Idaho Police Academy faculty and community. (7-1-93)
  - b. Dishonesty, untruthfulness, or discourtesy must not be tolerated. Any conduct detrimental to the conduct, efficiency or discipline of the academy, whether or not specifically stated in the instructions, is prohibited and can be cause for disciplinary action or dismissal from the academy. (7-1-93)
  - c. For any infraction of the rules, while attending the Academy, the trainee's chief, sheriff, or department head will be made aware of such infraction. (7-1-93)
  - d. The POST Council shall determine the specific requirements relating to residency, equipment and supplies, and conduct while at the academy. These requirements will accompany the letter of acceptance to the applicant's agency. (7-1-93)

e. Registration at the academy by the attendee shall constitute acceptance by such attendee of the specific requirements and of the general standards stated above. (7-1-93)

**171. SELF-SPONSORED STUDENT PROGRAM SELECTION STANDARDS.**

01. Requirement. Every Self-Sponsored Student shall meet the minimum standards for employment (Sections 050 through 063) of this manual. (3-20-97)

02. Procedures. (3-20-97)

a. The applicant shall be required to complete and submit to the POST Council a comprehensive application and personal history packet, along with two (2) sets of fingerprints on FBI applicant fingerprint cards. A non-refundable application fee is required and must accompany the application. (3-20-97)

b. In order to determine the applicant's suitability as a Self-Sponsored Student, the POST Council shall conduct a thorough criminal and personal history background investigation. The fingerprint cards shall be submitted to the Bureau of Criminal Identification, which shall use one (1) set to conduct a statewide search, and shall forward the other set to the FBI for a national criminal history record check. All results of the background investigation will be considered confidential and processed accordingly. (3-20-97)

c. The applicant must also successfully complete a polygraph, psychological evaluation, physical agility test, and a Police Officer Selection written examination approved by POST Council. (3-20-97)

**172. -- 999. (RESERVED).**