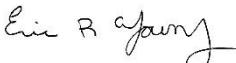


# OGDEN CITY POLICE

## Office of the Chief

### Policy No: 19

Subject Training	Effective Date December 21, 2022
Department Police	Replaces Policy Dated August 2020
Division All Police Personnel	Review Date August 2024
Authorized Signature 	

**NOTE: This rule or regulation is for internal use only and does not enlarge an officer's civil or criminal liability in any way. It should not be construed as the creation of a higher standard of safety or care in an evidentiary sense, with respect to third party claims. Violations of this directive, if proven, can only form the basis of a complaint by this agency, and then only in a non-judicial administrative setting.**

#### I. PURPOSE

The purpose of this policy is to establish within the Ogden Police Department the requirement of 40 hours of approved training annually for all certified police officers as legislated by Utah State statute. The annual training shall include no less than 16 hours of training focused on mental health and other crisis intervention responses, arrest control, and de-escalation training.

#### II. POLICY

It is the intention of the Ogden City Police Department to comply with the training law requirements for police officers as outlined by Peace Officer Standards and Training (POST) and Utah State law. OPD will ensure that all actively employed police officers will be certified by POST and will assist applicants who are currently employed by OPD as full-time police officers in becoming certified by paying the officer's salary while attending POST Academy. OPD's policy is that once the certification is obtained it is the responsibility of each officer, full-time, community service, or reserve, to annually obtain the required training needed to maintain that certification. It is also OPD's policy to provide sufficient top quality, in-service training to facilitate attendance during regular tours of duty for which officers will be compensated at a straight-time rate. No overtime will be given for training except as authorized by the division commanders.

### III. PROCEDURE

- A. The OPD training year will commence annually on July 1 and will continue to June 30. Each month the training officer will produce a schedule of additional training that will be held during that month. Off-duty officers may voluntarily attend any of this training without compensation. It is the responsibility of every field sergeant to assist officers on his squad or shift to attend training sessions during working hours. The training schedule will be posted in a conspicuous location in each division. The shift sergeant will be aware of the training offered and will assign officers to attend at prescribed times.

It is the responsibility of each officer to notify his sergeant if there are training classes offered that they are specifically interested in attending.

- B. It is the officer's responsibility, in concert with the sergeant, to report received training to the training officer. The training officer will supply each officer with a training attendance memo. Whenever training is attended, each officer will take one of these memos and will fill in the requested information. The memos will then be returned to the training officer.
- C. Sergeants and Watch Commanders are encouraged to conduct appropriate Roll-Call Training of no more than 20 minutes during Squad Briefings. The Training Bureau can assist with providing appropriate resources for conducting the training. Roll call training credit will be submitted to the Training Coordinator.
- D. All college courses completed during the year are eligible for POST credit. Officers attending college wishing POST credit must personally supply the training officer a copy of their grade statement at the end of each school quarter. The training officer will publish a monthly accrued training hour list. Officers suspecting errors in the monthly totals should personally contact the training officer.
- E. Overtime pay will be paid to instructors from within our own department. Occasionally, mandatory training sessions may be held for which attendance is required by all employees. When that happens, overtime will be paid to those officers who find they have to attend during their off-duty hours.
- F. It is the policy of OPD that officers not acquiring sufficient training hours to maintain certification by June 30 of each year will obtain the missing hours, in addition to the new training year's 40 hours, within 30-days, prior to July 31<sup>st</sup> of the new fiscal year. When necessary, the officer(s) may be placed on Administrative Leave with pay, or have their shift schedule or duties adjusted to facilitate meeting the training hour requirements.