

4.47 SPECIALIZED ASSIGNMENTS



SPECIALIZED ASSIGNMENTS

POLICY & PROCEDURE NO. 4.47	SECTION ADMINISTRATION	PAGES: 4
MASSACHUSETTS POLICE ACCREDITATION STANDARDS REFERENCED: 16.2.2, 33.6.1, 46.2.2		ISSUE DATE: June 11, 2024
ISSUING AUTHORITY: 		EFFECTIVE DATE: July 1, 2024
Chief Nathan Haglund		REVISION DATE:

I. GENERAL CONSIDERATIONS AND GUIDELINES

The most basic function of any police department is to provide a force capable of responding to immediate emergencies within the community. This function remains at the core of policing, however, as the police profession has grown so has the expectation to provide more comprehensive services. To meet these expectations, the department provides specialized assignments to certain officers to accomplish the specific tasks and duties expected of a professional police agency.

II. POLICY

Any officer receiving a specialized assignment shall, at the first opportunity, attend and successfully complete the training program designed for that particular function, if required.

Every attempt will be made to initiate this training within a reasonable time of such assignment. In-service training may suffice in some instances as determined by the Chief of Police. In all cases, the training shall be documented in each officer's training record. Some assignments may require specialized training to be completed prior to performing the assignment.

III. DEFINITIONS

IV. PROCEDURES

Before being appointed to a specialized assignment, members should have successfully completed their probationary period, unless there is a critical need for the department and the Chief approves the assignment.

[16.2.2]

The Chief of Police, or their designee, is responsible for announcing openings for specialized assignments. Announcements of openings for a specialized assignment will be made by memo and/or email and will be distributed to all affected personnel.

Criteria for selection will be determined by the Sergeant with approval from the Chief of Police. Criteria may include time in service, a specific skill set, performance evaluation analysis, self-initiated activity levels, interview performance, or other factors as determined by the Sergeant. The Sergeant will present their recommendations for assignment to the Chief of Police for approval of any specialized assignment.

Documentation of the process will be filed in the administrative office.

[46.2.2]

Specialized assignments by the unit are alphabetically listed below. The assignments that require specific training *before* they can be performed are **bold**:

UNITS AND INITIAL TRAINING [33.6.1(2-A)]

Accreditation: In-house training. MPAC Accreditation Manager training.

Armorer: Initial training from specific Firearms Company for firearm involved, i.e. GLOCK (two-day course)

Background Investigator: Initial investigation training for conducting backgrounds, i.e. IACP, FBI and/or MPTC.

Child Restraint Seat Program: Child Passenger Safety Technician Certification

Computer Forensics: Initial training from specific Forensic Tool Company

Court Liaison Officer and Court Liaison Assistant: Shadowing a current court liaison

4.47 SPECIALIZED ASSIGNMENTS

Crash Reconstructionist: 40 Hour Basic Crash Investigation, 40 our Advanced Crash Investigation, 40 Hour Crash Reconstruction

Crime Scene Unit: B.E.E.R (Breaking & Entering Evidence Recovery) MPI or equivalent

Defensive Tactics Instructor: Defensive Tactics Instructor course, Baton/OC Instructor course

Detective: Fingerprint/Crime Scene School

Domestic Violence Officer: Applicable training and seminars as available

Drone: In-house training. CEMLEC DRONE

Field Training Officer: 40-hour initial training

Firearms Instructor: Firearms Instructor course, Rifle Instructor Course

Less-Lethal Operator: Initial certification course

CEMLEC: Training as required by CEMLEC Assignment **[46.2.2]**

Mountain Bike Officer: 40-hour Police Mountain Bike Course

Rape Aggression Defense Instructor: **40-hour** RAD Instructor Course

School Resource Officer: **40-hour** Basic School Resource Officer Course

IN SERVICE TRAINING [33.6.1(2-B)]

Units that require *In-Service training or retraining* are in **bold** below. The required in-service training for each specialized unit is also noted.

Accreditation Unit: New members will receive 8 hours of specialized accreditation training within one year from assignment to the position. Annual attendance to MPAC Conference.

Child Restraint Seat Program: 2-year certificate with six hours of continuing education

Computer Forensics: Recertify every two years based on ongoing computer forensics training

Detective: Basic and advanced investigations classes as determined by the Investigations Commander, such as but not limited to: sexual assault investigation, interviewing techniques, advanced photography, and various other courses to assist the investigator

Defensive Tactics Instructor: Recertify in MPTC-approved training every two years in Defensive Tactics Instructor and OC/Baton Instructor

4.47 SPECIALIZED ASSIGNMENTS

Firearms and Unit: Recertify in MPTC-approved training every three years for Firearms Instructor

First Responder/CPR/AED Instructors: Recertify in MPTC-approved training every two years for First Responder Instructor and CPR/AED Instructor

Less-Lethal Instructor: Recertify in MPTC-approved training every two years for Less-Lethal Instructor

Rape Aggression Defense Unit: An instructor who teaches 2 or more basic courses a year automatically qualifies for the recertification process. An instructor who does not teach at least one course a year will be required to qualify for the recertification process. A complete list of recertification criteria can be found at: <http://www.rad-systems.com/Office/recert.html>

School Resource Officer: 12-hour recertification every year