



**Lakewood Police Department  
Policy and Procedure**

**Effective Date:  
10/02/2025**

**Policy Number: PP-6561  
ROLL CALL TRAINING**

A. Policy - None.

B. Procedure

1. The roll call training program shall be designed to keep all personnel informed concerning current trends pertaining to law enforcement.
2. Most roll call training shall be presented by first-line supervisors. Other personnel may be assigned the task of preparing and presenting roll call training.
3. Methods of instruction may include lectures, hands-on training, videos, handouts, or other materials deemed appropriate.
4. The Training Unit shall work with supervisors to help to identify appropriate topics and training materials for roll call training.
5. Roll call training shall be evaluated by supervisors and the Training Unit.
6. Roll call training shall be scheduled on a monthly basis.
7. Roll call training will be documented and forwarded to the Training Unit. Documentation will include lesson plans, training documents and attendance.
8. All records of roll call trainings will be maintained in the applicable training software.