

	STANDARD OPERATING PROCEDURE State Form 39870 (R/)	Reference No. SOC-004
	Subject Assignment/Membership to Specialty Teams	
	Special Instructions Replaces ENF-066 dated August 18, 2015	Effective Date January 30, 2026

I. PURPOSE

Establish guidelines for initial eligibility when applying for membership to a specialty team.

II. POLICY

ISP police employees wanting to apply for membership to a specialty team shall meet the guidelines as described in this SOP, complete a “[Specialty Team Application](#)” and then refer to each specialty team’s specific SOP for additional instructions for submitting the application.

III. PROCEDURE

A. The following positions/units are considered specialty teams:

1. Bomb Squad (Explosive Ordnance Detection-EOD & EOR)*
2. Critical Incident Stress Management Teams (CISM)
3. SWAT*
4. Hostage Crisis Negotiator (HCN)*
5. Mobile Field Force (MFF)
6. SCUBA Team*
7. Honor Guard (HG)*

*Membership is restricted to active duty on one (1) of these designated specialty teams at a time, unless exempted by the Special Operation Commander (SOC).

Note: All specialty team personnel not restricted to membership in only one (1) team, may participate in the CISM team.

B. Application prerequisites for selection to a specialty team.

1. Each team may also have additional specific requirements for application; refer to each team’s specific SOP for details and application procedures. Applicants for specialty teams must be:
 - a. A volunteer;
 - b. In good physical condition within Department guidelines;
 - c. Current on all required Department training (e.g. first aid, CPR, etc.);
 - d. Able to successfully meet any required physical or mental testing standards set forth by the applicable specialty team; and
 - e. Must have at a minimum, met all baseline performance standards on their last evaluation.

C. ISP police employees with the rank of Sergeant and below, unless advertised with specific criteria, are eligible to apply for membership to a specialty team; however, certain positions or job duties may preclude an employee from applying, as determined by the SOC.

Note: Personnel currently assigned to an undercover (UC) position would be required to transfer out

of the UC position if selected to serve on any specialty team.

D. A specialty team member promoted to a rank below First Sergeant, may retain their specialty team status and participate in details, if the officer successfully completes all applicable recertification requirements; unless, otherwise indicated in the specialty teams individual SOP.

E. Specialty team members promoted to or reassigned to an UC position will be required to resign from all specialty teams. Personnel temporary assigned (TDY) into an UC position will be placed on leave of absence status from the specialty team, pending the outcome of the TDY position.

F. Specialty team members promoted to the rank of First Sergeant or above may continue to serve on the specialty team upon recommendation of their respective commander and the approval of the SOC Commander.

G. This procedure is to be used in conjunction with all relevant Department regulations, rules, policies, and procedures.