

The Commission offers two tiers in our professional credentialing program: **Certification and Accreditation**.

The **Accreditation Tier** of our program currently consists of 216 standards, 96 of which are mandatory, and 120 are optional. The accreditation standards expand and build on the 178 certification standards. As is the case with the Certification Tier of our program, any standard that is not a function or responsibility of the agency will be deemed *not applicable* and waived through a formal waiver process.

NOTE - The 178 standards required for certification, listed separately, are all part of the 274 mandatory standards for accreditation.

Below are the standards in the Accreditation Tier of our program. Mandatory standards are identified in the list below in **black** colored font, and the optional standards are in **blue** colored font.

Chapter 2: Agency Jurisdiction & Mutual Aid

- 2.1.1 Geographical Boundaries
- 2.1.2 Concurrent Jurisdiction
- 2.1.3 Mutual Aid
- 2.1.4 Requesting National Assistance

Chapter 11: Organization and Administration

- 11.1.0 Agency's Values & Mission Statement
- 11.1.1 Description of Organization
- 11.2.1 Direct Command Component
- 11.3.1 Responsibility/Authority
- 11.3.2 Supervisory Accountability
- 11.4.1 Administrative Reporting Program
- 11.4.2 Agency Forms
- 11.4.4 Notifying the CEO of Incidents: Liability and/or Heightened Community Interest
- 11.5.1 Software Policy

Chapter 12: Direction

- 12.1.1 CEO Authority and Responsibility
- 12.1.2 Command Protocol

Chapter 15: Planning, Goals and Crime Analysis

- 15.1.1 Multi-Year Plan
- 15.2.1 Annual Updating/Goals and Objectives
- 15.2.2 System For Evaluation/Goals and Objectives
- 15.3.1 Crime Analysis: Procedures

Chapter 16: Agency Personnel

- 16.1.1 Position Management System
- 16.2.1 Annual Review Specialized Assignments
- 16.2.2 Announce Openings of Specialized Assignments
- 16.2.3 Temporary or Rotating Assignments

Chapter 17: Fiscal Management and Agency Equipment

- 17.1.1 CEO Authority and Responsibility
- 17.2.1 Budget Process and Responsibility Described
- 17.3.1 Annual Budget Recommendations
- 17.4.1 Accounting System
- 17.4.3 Independent Audit
- 17.5.1 Inventory and Control
- 17.5.2 Operational Readiness

Chapter 21: Duties and Responsibilities

- 21.1.1 Job Descriptions

Chapter 22: Compensation, Benefits, Work Conditions

- 22.1.1 Salary Program
- 22.2.0 Leave Program
- 22.2.2 Benefits Program
- 22.2.3 Personnel Support Services Program
- 22.2.4 Services: Line of Duty Death or Serious Injury
- 22.2.7 Employee Assistance Program
- 22.3.1 Physical Examinations
- 22.3.2 General Health and Physical Fitness
- 22.3.3 Fitness and Wellness Program
- 22.3.4 Off-Duty Employment
- 22.3.5 Extra-Duty Employment (Paid Details)

Chapter 24: Collective Bargaining

- 24.1.1 Ratification Responsibilities

Chapter 25: Grievance Procedures

- 25.1.1 Grievance Procedures
- 25.1.2 Coordination and Control of Records

Chapter 26: Conduct and Discipline

- 26.1.2 Employee Awards
- 26.1.4 Disciplinary System
- 26.1.5 Role and Authority of Supervisors
- 26.1.6 Appeal Procedures
- 26.1.7 Termination Procedures

Chapter 31: Recruitment

- 31.1.1 Agency Participation
- 31.2.1 Equal Employment Opportunity Plan
- 31.3.1 Job Announcements

Chapter 32: Selection

- 32.1.1 Selection Process Described
- 32.1.2 Candidate Information
- 32.1.3 Notification of Ineligibility
- 32.1.4 Selection Records
- 32.2.6 Entry Level Probation

Chapter 33: Training

- 33.1.1 Attendance Requirements
- 33.1.2 Training Reimbursement
- 33.1.3 Lesson Plan Requirements
- 33.2.1 Remedial Training

Chapter 33: Training (continued)

Chapter 43: Vice, Drugs and Organized Crime (continued)

33.4.3	Field Training Program
33.5.2	Shift Briefing Training (aka Roll-Call Training)
33.5.3	Accreditation Training
33.6.1	Specialized Training
33.7.1	Civilian/Non-Sworn Orientation
33.7.2	Civilian/Pre-Service & In-Service Training
33.8.3	Career Development Program
33.8.4	Training for Career Development Program
33.8.5	Succession Planning
Chapter 34: Promotions	
34.1.1	Agency Role
34.1.2	Authority and Responsibility
34.1.3	Promotional Process Described
34.1.4	Promotional Announcement
34.1.5	Eligibility Lists
34.1.6	Promotional Probation
Chapter 35: Performance Evaluations	
35.1.1	Performance Evaluation System
35.1.2	Annual Evaluations
35.1.3	Quarterly Evaluation of Probationary Employee
35.1.4	Evaluation Period & Ratings
35.1.5	Unsatisfactory Performance
35.1.6	Employee Career Counseling
35.1.7	Rater Evaluation
35.1.8	Personnel Early Warning System
Chapter 41: Patrol	
41.1.1	Shift/Beat Assignment
41.1.3	Special Purposes Vehicle
41.1.5	Unmanned Aircraft Systems (UAS)
41.2.4	Notification Procedures
41.2.7	Mental Health Issues
41.3.2	Equipment Specifications/Replenishment
41.3.7	Mobile Data Access
41.3.8	In-Car and/or Body-Worn Cameras
41.3.9	License Plate Readers
41.4.4	Alternatives to Arrest
41.4.5	Use of Discretion
41.4.6	Agency's Role & Participation in Criminal Justice Diversion Programs
Chapter 42: Criminal Investigations	
42.1.1	On-Call Schedule
42.1.2	Case Screening System
42.1.3	Case File Management
42.1.4	Accountability: Prel. & Follow-Up Investigations
42.1.5	Criminal Intelligence
42.2.1	Preliminary Investigation Steps
42.2.2	Follow-Up Investigation Steps
42.2.3	Investigative Checklists
42.2.4	Patrol Briefings / Information Exchange
42.2.5	Investigative Task Forces
42.2.6	Polygraph Examinations
42.2.8	Identity Crimes
42.2.9	Cold Cases
Chapter 43: Vice, Drugs and Organized Crime	
43.1.1	Complaint Management
Chapter 61: Traffic (continued)	

43.1.2	Records, Storage, and Security
43.1.3	Equipment, Authorization and Control
43.1.4	Covert Operations
Chapter 44: Juvenile Operations	
44.1.1	Juvenile Operations Policy
44.2.5	Community Youth Programs
Chapter 45: Crime Prevention and Community Involvement	
45.1.1	Community-Oriented Policing
45.1.2	Organizing Community Groups
45.1.3	Prevention Input
45.2.1	Activities Community Input
45.2.2	Citizens Survey
Chapter 46: Critical Incidents, Special Ops & Homeland Security	
46.1.11	Personnel Identification in Civil Disturbances or Riots
46.1.13	Continuity of Operation Plan (COOP)
46.1.14	Biennial Training
46.2.2	Tactical Team Selection
46.2.4	Crisis Negotiator Selection
46.2.5	Search and Rescue
46.2.6	VIP Security Plan
46.2.7	Special Events Plan
46.2.8	Deconfliction Process
46.3.3	Terrorism Awareness Information
46.3.4	Hazardous Materials
Chapter 53: Inspections	
53.1.1	Line Inspection Procedures
53.2.1	Staff Inspection Procedures
Chapter 54: Public Information	
54.1.1	Public Information Function
54.1.2	Social Media
54.1.3	News Media Access
54.1.4	Public Information Officer Training
Chapter 55: Victim/Witness Assistance	
55.1.1	Summary of Rights
55.1.2	Policy/Procedure Development
55.2.1	Initial Assistance
55.2.3	Assistance, Preliminary Investigation
55.2.4	Assistance, Follow-Up Investigation
55.2.5	Assistance, Suspect Arrest
Chapter 61: Traffic	
61.1.1	Selective Enforcement Activities
61.1.3	Violator Procedures
61.1.4	Informing the Violator
61.1.5	Uniform Enforcement Policies
61.1.6	Enforcement Practices at Roadside Safety Checks
61.1.8	Officer-Violator Relations
61.1.9	Speed Measuring Devices
61.1.10	Alcohol/Drug Impaired Traffic Offenders
61.1.12	License Re-Examination Referrals
61.1.13	Parking Enforcement
61.2.1	Reporting and Investigation
61.2.2	Crash Scene Responses
61.3.2	Direction/Control Procedures
61.3.3	Police Escorts
Chapter 81: Communications (continued)	

- 61.3.4 School Crossing Guards
- 61.4.1 Motorist Assistance
- 61.4.2 Hazardous Roadway Conditions
- 61.4.3 Towing
- 61.4.4 [Traffic Safety Materials](#)

Chapter 70: Detainee Transportation

- 70.1.5 Detainee Communication

Chapter 72: Holding Facility

- 72.4.4 Facility Door Security
- 72.4.6 [Security Inspections](#)
- 72.5.5 Procedures, Outside Detainees
- 72.5.6 Procedures, Exceeding Capacity
- 72.6.3 [Posted Access to Medical Service](#)
- 72.7.2 Consular Notification
- 72.8.2 [Audio/Visual Surveillance](#)

Chapter 74: Legal Process

- 74.1.1 Information, Recording
- 74.1.2 Execution/Attempt Service and Recording
- 74.1.3 Warrant/Wanted Person Procedures
- 74.2.1 Procedures, Civil Service
- 74.3.2 Arrest Warrants Require Sworn Service

Chapter 81: Communications

- 81.1.1 Communications Function
- 81.1.2 Operations Meeting FCC License Requirements
- 81.2.1 24-Hour, Toll-Free Service
- 81.2.3 Recording Information
- 81.2.4 Radio Communications Procedures
- 81.2.5 Access to Resources
- 81.2.6 Calls for Information or Services
- 81.2.9 Local/State/Federal CJIS
- 81.2.10 Use of Cellular Phones
- 81.2.11 Emergency Messages
- 81.2.12 Misdirected Emergency Calls

- 81.2.13 Security Alarms
- 81.2.14 [First Aid Over Phone](#)
- 81.3.1 Communications Center Security
- 81.3.3 [Telephone System](#)
- 81.3.4 [Mobile/Portable Radios](#)

Chapter 82: Central Records

- 82.1.3 Records Retention Schedule
- 82.1.4 [UCR/NIBRS](#)
- 82.1.5 [Electronic Data Storage](#)
- 82.1.6 Annual Audit, Computer Backup and Storage
- 82.2.1 Field Reporting System
- 82.2.2 Reporting Requirements
- 82.2.3 Case Numbering System
- 82.2.4 [Reporting Distribution](#)
- 82.2.5 Reports by Phone, Mail, or Internet
- 82.3.1 [Master Name Index](#)
- 82.3.2 [Index File](#)
- 82.3.3 Traffic Citation Maintenance
- 82.3.4 [Operational Component Records](#)
- 82.3.5 ID Number and Criminal History

Chapter 83: Collection and Preservation of Evidence

- 83.1.1 [24 Hour Availability](#)
- 83.2.2 Photography and Video/Audio Taping
- 83.2.3 Fingerprints
- 83.2.4 Equipment and Supplies
- 83.2.5 Procedures Seizure of Electronic Equipment
- 83.2.6 Report Preparation
- 83.3.1 Collecting From Known Source
- 83.3.2 Evidence, Laboratory Submission

Chapter 84: Property and Evidence Control

- 84.1.7 [Final Disposition](#)
- 84.1.8 Accounting, Disposition