



Chapter: Department Training and Professional Development
Subject: 15-10 – Legal Training
Effective: April 19, 2022
Supersedes: Official Order 34, Enclosure 5, dated May 12, 2011
Distribution: Department Members

PURPOSE: This Order establishes department policy regarding legal training provided to members. As used in this Order, the phrase “legal training” refers to training regarding statutory and case law, except for Michigan Vehicle Code and alcohol enforcement related law.

15-10-1 TRANSPARENCY AND ACCOUNTABILITY DIVISION RESPONSIBILITIES

- A. The Transparency and Accountability Division shall coordinate and supervise the department’s legal training and shall be responsible for the following:
 - (1) Identifying and selecting department legal instructors.
 - (2) Coordinating training for legal instructors as needed.
 - (3) Preparing lesson plans and other materials for department legal training.
 - (4) Coordinating legal instructor and course scheduling with the Professional Development Bureau.
- B. The Transparency and Accountability Division shall monitor the following for impact upon the department and its members, and shall disseminate information to members as appropriate:
 - (1) Areas of the law in which members require additional training.
 - (2) Changes in statutes, case law, and administrative rules.
- C. The Transparency and Accountability Division shall develop, and coordinate the publication of, the following as needed:
 - (1) A newsletter or other correspondence that communicates pertinent changes in the law to enforcement members.
 - a. The newsletter shall be created in an appropriate electronic format and sent via e-mail to all department enforcement members having requested it.
 - b. The newsletter shall be posted on the department’s internet site.
 - (2) A Criminal Law and Procedure Manual and supplements suitable for use in recruit and in- service training.

15-10-2 PROFESSIONAL DEVELOPMENT BUREAU RESPONSIBILITIES

The Professional Development Bureau shall coordinate with the Transparency and Accountability Division to ensure that sufficient legal training is provided during regularly scheduled recruit and in-service schools.

15-10-3 WORKSITE COMMANDERS' RESPONSIBILITIES

- A. Worksite commanders shall ensure that enforcement members under their command have access to law-related publications provided by the Transparency and Accountability Division.
- B. Worksite commanders shall ensure that enforcement members under their command who have a department e-mail account receive available newsletters through their department e-mail, and that enforcement members who do not have a department e-mail account review newsletters posted on the intranet or internet.
- C. Worksite commanders shall ensure that enforcement members have reviewed appropriate legal training materials within a reasonable time after publication, including department-authored newsletters.

DIRECTOR

Annual Review Responsibility:	Transparency and Accountability Division Professional Development Bureau
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Accreditation Standards:	CALEA 33.5.1
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