

## Chapter LES 3

### TRAINING STANDARDS

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**LES 3.01 Minimum standards for preparatory training.** (1) Minimum standards for preparatory training for law enforcement and tribal law enforcement officers shall require that:

(a) The minimum amount of preparatory training which must be successfully completed by a law enforcement or tribal law enforcement recruit before that recruit may be certified as eligible for permanent appointment shall be a total of 400 hours. The subjects and the minimum time during which they are to be covered in this preparatory training shall be determined by the board after due consideration of recommendations made by the advisory curriculum committee identified in s. LES 3.02. The curriculum so decided upon may be changed by the board as the need becomes apparent due to technological changes affecting law enforcement, current problems involving the public welfare or additional recommendations made by the advisory curriculum committee. Instructional goals for the 400 hour preparatory training course approved by the board are identified in s. LES 3.03.

(b) Trainees shall obtain passing grades of at least 70% or its lettered equivalent in written examinations in all subjects with the exception of competency-based subjects for which there are board approved examination checklists. For the competency-based subjects, trainees must demonstrate their achievement of training objectives to the satisfaction of board certified instructors.

(c) Each trainee must successfully complete this training within the original probationary period. Under justifiable circumstances, this period may be extended for a period not to exceed one year, but the total period during which a person may serve as a full-time law enforcement or tribal law enforcement officer on a probationary or temporary basis without successfully completing this training shall not exceed 2 years. Part-time officers must successfully complete the entire course in not more than 3 years. The total period during which a person may serve as a part-time law enforcement or tribal law enforcement officer on a probationary or temporary basis without successfully completing this training shall not exceed 3 years. For purposes of this section, a part-time law enforcement or tribal law enforcement officer is a law enforcement or tribal law enforcement officer who routinely works not more than one-half of the normal annual work hours of a full-time employee of the employing agency or unit of government.

(d) The law enforcement code of ethics, as set forth below, shall be administered as an oath to all trainees during the preparatory course.

1. AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve humanity; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against violence or disorder; and to respect the Constitutional rights of all persons to liberty, equality and justice.

2. I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and

the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

3. I WILL never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions. With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

4. I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself to my chosen profession....law enforcement.

(2) Minimum standards for jail and secure detention officer preparatory training shall be as follows:

(a) A minimum of 120 hours of preparatory training shall be successfully completed by a jail or secure detention officer recruit before that recruit may be certified as eligible for permanent appointment. The subjects and minimum number of hours for each subject to be covered in this preparatory training shall be determined by the board. The instructional goals may be changed by the board as the need becomes apparent due to technological changes affecting jail or secure detention administration, current problems involving the public welfare or additional recommendations made by the advisory curriculum committee identified in s. LES 3.02. Instructional goals for the 120 hour preparatory training course approved by the board are identified in s. LES 3.04.

(b) Trainees shall obtain passing grades of at least 70% or its lettered equivalent in written examinations in all subjects with the exception of competency-based subjects for which there are board approved examination checklists. For the competency-based subjects, trainees must demonstrate their achievement of training objectives to the satisfaction of board certified instructors.

(c) Each recruit shall successfully complete this training within his or her original probationary period. Under justifiable circumstances this period may be extended for a period not to exceed one year.

(3) It should be noted that the foregoing represents the minimum amount of training required. Additional preparatory training is strongly recommended where the employing authority is in a position to require it.

**History:** Cr. Register, September, 1970, No. 177, eff. 10-1-70; am. (1) (a) Register, October, 1973, No. 214, eff. 11-1-73; am. (1) (c), Register, August, 1976, No. 248, eff. 9-1-76; am. (1) (intro.), (a) and (c), renum. (2) to be (3), cr. (2), Register, October, 1984, No. 346, eff. 11-1-84; correction in (1) (c) made under s. 13.93 (2m) (b) 5., Stats., Register, October, 1984, No. 346; correction in (1) (d) made under s. 13.93 (2m) (b) 5., Stats., Register, August, 1993, No. 452; am. (1) (intro.), (a) and (c), (2) (intro.) and (a); r. and recr. (1) (b), Register, November, 1997, No. 503, eff. 12-1-97.

**LES 3.02 Advisory curriculum committee.** (1) The board shall appoint a 13 person advisory curriculum committee consisting of 6 chiefs of police and 6 sheriffs to be appointed on a geographic basis of not more than one chief of police and one

sheriff from any one of the 8 state administrative districts together with the director of training of the Wisconsin state patrol. This committee will act in an advisory capacity in the establishment of the curriculum requirements.

(2) Membership of chiefs of police and sheriffs on this committee shall be for a period extending from January 1 of an odd numbered year to December 31 of the next even numbered year. The first 12 appointments are to run from the date of appointment to 12/31/1972. However, no member shall serve beyond the time when he or she ceases to hold the office or employment by reason of which he or she was initially eligible for appointment.

(3) The committee shall elect its own officers.

History: Cr. Register, September, 1970, No. 177, eff. 10-1-70; correction in (1) and (2), made under s. 13.93 (2m) (b) 5., Stats., Register, October, 1984, No. 346.

**LES 3.03 Instructional goals.** The board shall approve student performance objectives to reach the following instructional goals for preparatory law enforcement and tribal law enforcement training:

- (1) Demonstrate professional orientation.
- (2) Demonstrate defensive tactics.
- (3) Demonstrate care and use of firearms.
- (4) Demonstrate community awareness.
- (5) Perform emergency medical services.
- (6) Demonstrate knowledge of legal procedures.
- (7) Operate patrol vehicles.
- (8) Enforce traffic laws and conduct accident investigations.
- (9) Perform patrol operations.
- (10) Conduct investigations.
- (11) Reach performance objectives for elective subjects.
- (12) Follow administrative procedures.

History: Cr. Register, February, 1981, No. 302, eff. 3-1-81; r. and recr., Register, November, 1997, No. 503, eff. 12-1-97.

**LES 3.04 Instructional goals.** (1) The board shall approve student performance objectives to reach the following instructional goals:

- (a) Instructional goals for preparatory jail officer training:
  1. Receive introduction to corrections.
  2. Maintain security.
  3. Admit inmates to custody.
  4. Prepare reports.
  5. Supervise inmates.
  6. Supervise special inmates.
  7. Supervise juvenile inmates.
  8. Apply correctional law.
  9. Discipline inmates.
  10. Assist health care program.
  11. Assist fire safety program.
  12. Assist cleanliness, sanitation and food services.
  13. Manage personal stress.
  14. Release inmates from custody.
- (b) Instructional goals for secure detention officer preparatory training:
  1. Receive introduction to detention operations.
  2. Maintain security.
  3. Admit and release juveniles.
  4. Prepare reports.
  5. Supervise juveniles.
  6. Discipline and control juveniles.
  7. Apply legal requirements.
  8. Assist fire safety program.
  9. Assist health care program.

10. Manage personal stress.

History: Cr. Register, October, 1984, No. 346, eff. 11-1-84; r. and recr. (1) (c), Register, August, 1993, No. 452, eff. 11-29-93; r. and recr., Register, November, 1997, No. 503, eff. 12-1-97.

**LES 3.05 Waiver of training requirements for recertification.** (1) After receiving the recommendations of the director of the bureau, the board will determine waivers of training.

(2) Newly employed law enforcement or tribal law enforcement officers who were either grandfathered into the board's program or who have already been certified by the board or newly employed jail or secure detention officers who have already been certified by the board, who have been out of law enforcement, tribal law enforcement, jail or secure detention employment in Wisconsin for a period of 2 years or less and left voluntarily with a good record may be recertified without additional training.

(3) Newly employed law enforcement or tribal law enforcement officers who were either grandfathered into the board's program or who have already been certified by the board or newly employed jail or secure detention officers who have already been certified by the board and who have been out of law enforcement, tribal law enforcement, jail or secure detention employment in Wisconsin for a period of over 2 years but not more than 3 years and who left voluntarily with a good record may be recertified upon successful completion of the contingency law enforcement, jail or secure detention officers training course. An equivalency examination with a grade of 70% or above may be substituted for any portion of said course the board deems appropriate.

(4) Newly employed law enforcement or tribal law enforcement officers who were either grandfathered into the board's program or who have already been certified by the board and newly employed jail or secure detention officers who have already been certified by the board and who have been out of law enforcement, tribal law enforcement, jail or secure detention employment in Wisconsin for a period of over 3 years may be recertified upon successful completion of the basic preparatory course for law enforcement officers or successful completion of the basic preparatory course for jail or secure detention officers. This rule may be varied by board action on an individual basis with appropriate recommendation from the bureau.

(5) A law enforcement, tribal law enforcement, jail or secure detention officer who has been certified or grandfathered into the system of another state, who left law enforcement, tribal law enforcement, jail or secure detention officer employment voluntarily with a good record and who has been out of that employment for 3 years or less shall be required to successfully complete the contingency law enforcement, jail or secure detention officer's training course. An equivalency examination with a grade of 70% or above may be substituted for any portion of said course the board deems appropriate.

(6) A law enforcement, tribal law enforcement, jail or secure detention officer previously certified or grandfathered by another state, who left law enforcement, tribal law enforcement, jail or secure detention employment voluntarily with a good record, and who has been out of that employment over 3 years shall be required to successfully complete the appropriate basic preparatory course for his or her specialty. The board may establish such other requirements it deems appropriate on an individual basis.

(7) The board shall consider on an individual, case-by-case basis, the waiver request of any person who has previously worked as a law enforcement, tribal law enforcement, jail or secure detention officer but has not been certified or grandfathered in Wisconsin or any other state.

(8) There shall be no recognition of the status of grandfathered jail or secure detention officers, and any newly employed jail or secure detention officer who had previously been considered grandfathered into the board system may only be recertified upon

completion of the preparatory course for jail or secure detention officers.

(9) The exact curriculum for the law enforcement, tribal law enforcement, jail or secure detention officer's contingency program shall be designated by the board.

History: Cr. Register, February, 1991, No. 422, eff. 3-1-91; am. (2) to (9), Register, November, 1997, No. 503, eff. 12-1-97.

**LES 3.06 Additional orientation.** Recommended additional recruit officer orientation by the employing agency should

consist of each of the following subjects for a total of at least 120 hours:

(1) Departmental policies, rules and regulations and local ordinances

(2) Firearms (familiarization with local weaponry and additional practice to improve proficiency with sidearm)

(3) Field training (with supervisor or coach)

History: Cr. Register, February, 1981, No. 302, eff. 3-1-81; renum. from LES 3.04, Register, October, 1984, No. 346, eff. 11-1-84; renum. from LES 3.05, Register, February, 1991, No. 422, eff. 3-1-91.

The first part of the document  
 discusses the general principles  
 of the system. It covers the  
 basic concepts and the  
 objectives of the project.

The second part of the document  
 describes the implementation  
 details. It includes the  
 hardware and software  
 requirements, the system  
 architecture, and the  
 testing procedures.

