

1011. Certificates

(a) Professional Certificates – Peace Officers

(1) Professional Certificates – Overview

POST Professional Certificates are awarded to peace officers who achieve increasingly higher levels of education, training, and experience in their pursuit of professional excellence.

(A) The Commission-awarded certificate is a “professional” certificate pursuant to Penal Code (PC) section 13510.1, and is ~~distinguished~~distinct from a “certificate of completion” which is awarded by a training presenter when an individual successfully completes a course.

[1011(a)(1)(B) through (a)(3)(A)]

(A) College Degree or College Unit Criteria

Accreditation shall be by a national or regional accrediting body that is recognized by the Secretary of the United States Department of Education. For the award of a certificate, all degrees or units:

1. Shall be ~~issued~~ issued by and recorded on the transcript of an **accredited** community college, college, or university, or
2. When issued by a **non-accredited** community college, college, or university, the degree or units shall have been accepted and recorded on the transcript of an accredited community college, college, or university.

(B) Education ~~Points~~Units

For purposes of certificate qualifications:

1. One college semester unit equals one education ~~point~~unit, or
2. One college quarter unit equals two-thirds of an education ~~point~~unit.

(C) Training Points

[1011(a)(3)(C) through 1011 (a)(3)(D)]

(D) Education ~~Point~~Unit Conversions

When education ~~points~~units exceed the number needed to qualify for a certificate, the excess education ~~points~~units may be converted to training points to meet training point requirements. One education ~~point~~unit shall equal one training point. POST will make the conversion when it is to the advantage of the applicant.

(E) Law Enforcement Experience

Law enforcement experience described in 1. below is accepted if it is recorded on the POST Profile in the POST database. POST may accept the experience described in 2., ~~3., and 4.,~~ below. ~~Proof of when~~ the law enforcement experience is: 1) described in (B)–(D) shall be documented on: ~~1) the~~ employing department’s/agency’s letterhead, ~~2) signed by the department head,~~ ~~3) 2) includes~~ an attestation that the applicable requirements stated in experience categories 2., 3., or 4., ~~below~~ have been met, and ~~4) 3) state includes~~ the type of appointment, time base, dates of service, and types of duties performed.

[1011(a)(3)(E)(1) through (a)(5)]

(5) Basic Certificate Possession Requirement

The Basic Certificate is required for:

(A) Specified Peace Officers

Pursuant to Penal Code section 832.4(b), every peace officer listed in Penal Code section 830.1(a) [except a sheriff, an elected marshal, or a custodial deputy appointed pursuant to Penal Code section 830.1(c)] shall obtain the POST Basic Certificate **in order to continue to exercise peace officer powers**. PC 832.4 requires possession upon completion of probation, but in no case later than 24 months after appointment. However, if the department's probation period is 24 months, an additional ~~3~~three months is authorized.

[1011(a)(5)(B) through 1011(a)(6)(C) continued]

(7) Intermediate Certificate Award Requirements

Applicants for the award of an Intermediate Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess the Basic Certificate ~~for the current position~~.
- (C) Satisfy one of the following eligibility **combinations**:

Degree or Education Points <u>Units</u> *		Law Enforcement Experience		Training Points
Bachelor Degree	and	2 years	plus	0
Associate Degree	and	4 years	plus	0
45 Education Points <u>Units</u>	and	4 years	plus	45
30 Education Points <u>Units</u>	and	6 years	plus	30
15 Education Points <u>Units</u>	and	8 years	plus	15

*Excess education ~~points~~units may be applied towards training points on a ~~point-unit~~-for-point basis [reference Regulation 1011(a)(3)(D)].

(8) Advanced Certificate Award Requirements

Applicants for the award of an Advanced Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess the Intermediate Certificate.
- (C) Satisfy one of the following eligibility **combinations**:

Degree or Education Points <u>Units</u> *		Law Enforcement Experience		Training Points
Master Degree	and	4 years	plus	0
Bachelor Degree	and	6 years	plus	0

Associate Degree	and	9 years	plus	0
45 Education Points Units	and	9 years	plus	45
30 Education Points Units	and	12 years	plus	30

*Excess education ~~points~~units may be applied towards training points on a ~~point~~unit-for-point basis [reference Regulation 1011(a)(3)(D)].

(9) Supervisory Certificate Award Requirements

Applicants for the award of a Supervisory Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess an Intermediate Certificate.
- (C) Complete a minimum of 60 semester units- or possess a degree from an accredited college.
- (D) Successfully complete a POST-certified Supervisory Course.
- (E) Possess a minimum of two years law enforcement experience as a **permanent** first-level supervisor or higher.

(10) Management Certificate Award Requirements

Applicants for the award of a Management Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess an Advanced Certificate.
- (C) Complete a minimum of 60 semester units- or possess a degree from an accredited college.

[1011(a)(10)(D) through 1011 (a)(10)(F) continued]

(11) Executive Certificate Award Requirements

Applicants for the award of an Executive Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess an Advanced Certificate.
- (C) Complete a minimum of 60 semester units- or possess a degree from an accredited college.

[1011(a)(11)(D) through 1011(a)(12)(A) continued]

(B) Application Requirements

An applicant (or an applicant's employing department) shall submit a completedThe Certificate Application – Reserve Officer ~~shall be submitted on a form, POST 2-256 form.~~
If the training required in 3. above is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

~~(13) Reserve Peace Officer Certificate Requirements~~

~~Refer to Regulation 1011(b).~~

~~(14) Certificate Replacement~~

~~Refer to Regulation 1011(f).~~

~~(15) Certificate Cancellations~~

~~Refer to Regulation 1011(g).~~

[1011(b) through 1011 (b)(B) continued]

(AC) After January 1, 2004, been convicted of a crime based upon a verdict or finding of guilt of a felony by the trier of fact, or upon the entry of a plea of guilty or nolo contendere to a felony. This paragraph shall apply regardless of whether, pursuant to ~~subdivision~~ Penal Code section 17(b), the court declares the offense to be a misdemeanor or the offense becomes a misdemeanor by operation of law. [Note: when this ~~subsection~~ applies, also review text in Government Code section 1029(b).]

(c) Professional Certificates – Public Safety Dispatcher

(1) Dispatcher Certificates

Dispatcher Certificates are professional certificates awarded in recognition of meeting specified training and service requirements. Possession of these certificates is voluntary, and is not required to perform dispatcher duties.

(2) Application Requirements

An applicant ~~(or an applicant's employing department)~~ shall submit a completed Certificate Application - POST Public Safety Dispatcher form, POST 2-289. The application's attestation must be signed by the department head. If the training required ~~in subsection (4) below~~ is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

(3) Dispatcher Basic Certificate Award Requirements

Each certificate applicant shall satisfy the requirements specified below:

- (A) Be employed with a department participating in the POST Dispatcher Program.
- (B) Be appointed as a full-time public safety dispatcher.
- (C) Have been selected in accordance with the minimum selection requirements specified in Regulation 1018.

Exception: This requirement does not apply, if the dispatcher was appointed prior to the department's participation in the POST program.

[1011(c)(3)(D) through 1011 (c)(3)(E) continued]

(4) Dispatcher Intermediate Certificate Award Requirements

Applicants for the award of a Dispatcher Intermediate Certificate shall:

(A) Satisfy the requirements specified in Regulation 1011(c)(3) for all certificates.

(B) Possess or be eligible to possess the Dispatcher Basic Certificate ~~for the current position.~~

(~~B~~C) Satisfy one of the following eligibility combinations:

Degree or Education Points/Units*		Law-Enforcement/Dispatcher Experience		Training Points
Bachelor Degree	and	3 years	plus	0
Associate Degree	and	5 years	plus	0
45 Education Points/Units	and	5 years	plus	12
30 Education Points/Units	and	7 years	plus	11
15 Education Points/Units	and	9 years	plus	10

*Excess education ~~points/units~~ may be applied towards training points on a ~~point/unit~~-for-point basis [reference Regulation 1011(a)(3)(D)].

(5) **Dispatcher Advanced Certificate Award Requirements**

Applicants for the award of an Dispatcher Advanced Certificate shall:

(A) Satisfy the requirements specified in Regulation section 1011(c)(3) for all certificates.

(B) Possess or be eligible to possess the Dispatcher Intermediate Certificate.

(C) Satisfy one of the following eligibility combinations:

Degree or Education Points/Units*		Law-Enforcement/Dispatcher Experience		Training Points
Master Degree	and	5 years	plus	0
Bachelor Degree	and	7 years	plus	0
Associate Degree	and	9 years	plus	0
45 Education Points/Units	and	9 years	plus	12
30 Education Points/Units	and	11 years	plus	11

*Excess education ~~points/units~~ may be applied towards training points on a ~~point/unit~~-for-point basis [reference Regulation section 1011(a)(3)(D)].

(6) ~~Certificate Replacement~~ **Dispatcher Supervisory Certificate Award Requirements**

~~Refer to Regulation 1011(f).~~ Applicants for the award of a Dispatcher Supervisory Certificate shall:

A. Satisfy the requirements specified in Regulation 1018.

B. Possess or be eligible to possess the Dispatcher Intermediate Certificate.

C. Complete a minimum of 60 semester units or possess a degree from an accredited college.

D. Successfully complete a POST-certified Supervisory Course. (The Dispatcher Supervisory Course is highly recommended.)

A-E. Possess a minimum of two years experience as a permanent first-level Dispatcher Supervisor or higher.

~~(7) Certificate Cancellations~~

~~Refer to Regulation 1011(g).~~

(d) **Professional Certificates – Records Supervisor**

[1011(d)(1) through 1011 (d)(2)]

(2) **Notice of Appointment Requirement**

Prior to submitting an application for a POST Records Supervisor Certificate, ~~Post~~POST shall have been notified of the records supervisor's appointment pursuant to the requirements in Regulation 1003(a)(1)(A)(3).

(3) **Application Requirements**

An applicant (~~or an applicant's employing department~~) shall submit a completed Certificate Application – Records Supervisor form, POST 2-117. The application's attestation must be signed by the department head. If the training required ~~in subsection (d) below~~ is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

[1011(d)(4) through 1011 (d)(4)(F) continued]

~~(5) Certificate Replacement~~

~~Refer to Regulation 1011(f).~~

~~(6) Certificate Cancellations~~

~~Refer to Regulation 1011(g).~~

(e) **Certificates of Course Completion**

[1011(e)(1) through 1011(e)(2)]

(2) **Peace Officer Powers**

The combination of an appointment to a peace officer position by a law enforcement agency authorized to appoint peace officers, and the possession of a ~~C~~certificate of ~~C~~course ~~C~~completion for certain basic courses, e.g., PC 832 Arrest and Firearms, may bestow peace officer powers to an individual (reference Penal Code section 832).

[1011(e)(3) through 1011(e)(4)]

(4) **Certificate Content Requirement**

A ~~C~~certificate of ~~C~~completion issued by the training institution shall include ~~the following on the certificate:~~

(A) Name of ~~the~~ training institution

[1011(e)(4)(B) through 1011 (e)(4)(E) continued]

(f) **Certificate Replacement**

~~(1) Requests for Certificate Replacement~~

Individuals who have lost or misplaced a professional certificate or who possess a damaged professional certificate, may request a replacement. The request must be submitted by ~~completing on~~ a Request for Reissuance of POST Certificate form, POST 2-250, ~~and mailing it~~ to the POST Certificates Unit.

(g) **Certificate Cancellation**

[1011(g)(1) through 1011 (g)(1)(B) continued]

(2) **Notification Requirement**

Department personnel who possess information that a certificate was obtained through misrepresentation, fraud, or administrative error shall notify ~~the Commission~~ POST immediately.

[1011(g)(3) through 1011(g)(6) ~~continued~~ continued]

Authority cited: Sections 1029, Government Code; Sections 13503, 13506, ~~13510(e)~~, 13510.1, 13510(e), 13510.2, 13510.7, and 13510(c), Penal Code.

Reference: Sections 1031, Government Code; and Sections 832.4, 13503, 13506, 13510(c), ~~13510.1~~, 13510.1(e), 13510.3, and 13510.7(a)-(b), Penal Code.