

- I. Course Title: Internal Affairs Division Class
- II. Instructors: Sergeant John P. Smith & Sergeant Jeff Barker
- III. Date/Time: October 7, 1998 / 1100-1200
- IV. Training Audience: Advanced Academy 98-3
- V. Course Goals: To provide a basic understanding of the mission of Internal Affairs and the complaint investigation process.
- VI. Performance Objectives:
Upon completion of this course the student will be able to:
 1. Understand the purpose of Internal Affairs.
 2. Understand the IAD investigative process
 3. List the complaint categories
 4. List the case/complaint findings
 5. Understand the purging of IAD files
 6. Understand contractual obligations and rights
- VII. Course Outline:
 - A. Purpose of IAD
 - B. IAD Investigative Process
 - C. Complaint Categories
 - D. Case Findings
 - E. Purging of IAD Files
 - F. Officer Contractual Obligations and Rights
- VIII. Lesson Plan:
 - A. Purpose of IAD
 - monitor performance
 - provide leadership
 - assisting Bureau in meeting value of accountability
 - B. IAD Investigative Process
 - complaint acceptance
 - complaint designation(service, personnel performance deficiency, misconduct, unlawful employment practice, criminal)
 - complaint investigation
 - C. Complaint Categories
 - (property, use of force, conduct, communication, procedure, performance, disparate treatment)
 - D. Case Findings
 - (exonerated, insufficient evidence, unfounded, sustained, declined, inquiry, mediation)
 - E. Purging of IAD Files
 - time requirements
 - F. Officer Contractual Obligations and Rights
 - Union representation

Lesson Plan prepared by Sergeant John P. Smith, #19657.