

- 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.