

**New York State Law Enforcement Accreditation Program
Assessor Log Sheet**

Updated: (3/20/23)

STANDARD NUMBER AND TOPIC	INTERVIEWS CONDUCTED	OBSERVATIONS MADE	GENERAL ORDER NUMBER	NOTES/COMMENTS
<u>ADMINISTRATIVE STANDARDS</u>				
Administration – Agency Role				
1.1 Mission				
1.2 Goals, Objectives and Evaluation of Goals				
Administration – Organization				
2.1 Organizational Structure				
2.2 Job Classifications				
2.3 Written Directives				
2.5 Map of Patrol Areas				
2.7 Responsibility and Authority				
Administration – Health and Safety				
3.1 Infectious Disease				
Administration – Officer Wellness				
4.1 Officer Wellness				
Internal Administration – Fiscal Management				
5.2 Accounting – System and Authority				

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STANDARD NUMBER AND TOPIC	INTERVIEWS CONDUCTED	OBSERVATIONS MADE	GENERAL ORDER NUMBER	NOTES/COMMENTS
5.3 Safeguarding Cash				
Internal Administration – Agency Property				
6.1 Requisitioning Property				
6.2 Safeguarding Agency Weapons				
Internal Administration – Non-Agency Property				
7.1 Evidence and Non-Agency Property Management				
7.2 Evidence Custodian Training				
7.3 Property Audit and Inventory Management				
Internal Administration – Records				
8.1 Calls for Service				
8.2 Crime Reporting				
8.7 Records Management System				
8.11 Sealing Orders				

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STANDARD NUMBER AND TOPIC	INTERVIEWS CONDUCTED	OBSERVATIONS MADE	GENERAL ORDER NUMBER	NOTES/COMMENTS
8.12 Records System for Warrants				
8.13 Legal Process				
Internal Administration – Reporting Requirements				
9.1 Reporting Requirements				
Personnel – Recruitment				
11.1 Personnel Recruitment				
Personnel – Selection				
12.1 Hiring Standards				
12.6 Oral Interviews				
12.8 Probation				
12.9 Oath of Office				
Personnel – Performance Evaluations				
13.1 Performance Evaluation System				

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STANDARD NUMBER AND TOPIC	INTERVIEWS CONDUCTED	OBSERVATIONS MADE	GENERAL ORDER NUMBER	NOTES/COMMENTS
Personnel – Discipline				
14.1 Rules of Conduct				
14.2 Court Appearances				
14.3 Legislative Restrictions on Officers				
14.4 Disciplinary System				
14.7 Sexual Harassment				
Personnel – Promotions				
15.1 Promotional Process				
Personnel – Grievances				
16.1 Grievance Procedures				
Personnel – Awards				
17.1 Awards – Procedures and Criteria				

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Personnel – Death or Serious Injury of Agency Personnel				
18.1	Death or Serious Injury of Agency Personnel			
Use of Force				
20.1	Use of Force - General			
20.5	Carrying of Firearms			
20.6	Less Lethal Substances and Devices			
Use of Force – Agency Review				
21.1	Review of Firearms Use			
Internal Affairs				
25.1	Internal Affairs Function			
Public Relations				
28.1	Public Information Function and Media			
28.4	Social Media			

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Community Relations				
29.1	Responsibility of Personnel			
29.3	Crime Prevention			
29.4	Crime Victims			
29.5	Sex Offense Victims			
29.6	Sex Offender Management			
<u>TRAINING STANDARDS</u>				
Basic				
32.1	Basic Course for Police Officers			
32.3	Firearms Training			
32.4	Less Lethal Substances/Devices			
32.5	Field Training			

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In-Service				
33.1 Length and Content				
33.2 Instructor Qualifications				
33.3 Specialized Training				
Supervisory				
34.1 First Line Supervisors				
34.2 Annual Supervisory Training				
Records				
35.1 Personnel Training Records				
35.2 Training Courses				
35.3 Agency Sponsored Courses				
<u>OPERATIONAL STANDARDS</u>				
Patrol – Patrol Functions				
40.1 Responsibility of Officers				

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40.2 Supervisor Responsibilities				
40.3 Command Protocol				
Patrol - Equipment				
41.1 Vests				
41.3 Authorized Apparel, Equipment and Identification				
Patrol - Vehicles				
42.1 Patrol Vehicles				
42.3 Seatbelts				
42.4 Special Purpose Vehicles				
Patrol - Activities				
43.1 Responding to Calls				
43.2 Recording Officer Status				
43.3 Law Enforcement Response				
43.4 Vehicle Pursuits				

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43.5	Roadblocks			
43.6	Specialized Units			
43.7	Notifying Next of Kin			
43.8	Health of Persons In Custody			
Patrol – Specialized Incidents				
44.1	Domestic Incidents			
44.2	Hate Crimes			
44.3	Missing Persons			
44.4	Safeguarding Children of Arrested Parents/Guardians			
Traffic				
47.1	Enforcement of Traffic Violations			
47.2	Stopping Violators			
47.3	High Visibility Clothing			
47.4	Speed Measuring Devices			
47.5	Impaired and Intoxicated Driving Cases			
47.6	Hazardous Road Conditions			
47.7	Accident Reporting/Investigations			

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47.8 Towing and Impoundment				
Criminal Investigations				
50.1 Criminal Investigations				
50.4 Juvenile Operations				
50.5 Informants				
50.6 Aids for Detecting Deception				
50.7 Intelligence Collection and Sharing				
50.8 Fingerprinting and Photographing Defendants				
50.9 DNA Databank				
Criminal Investigations – Scenes of Incidents				
51.1 Processing Scenes				
51.2 Equipment				
51.3 Photographs				
51.6 Incident Reports				

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Communications				
55.1 Responsibilities and Procedures				
55.3 Two-Way Radios				
55.4 Communication with Patrol Officers				
55.5 Intra-Agency Cooperation				
Unusual Occurrences				
58.1 Mutual Aid				
58.2 Disaster Plans				
58.3 Continuity of Operations Plan (COOP)				
58.4 Emergency Mobilization Plan				
Prisoner Transport				
64.1 Prisoner Transport and Safety				