PA 3.3 CRITERIA FOR REVIEW OF TRAINING

Training and education are essential to providing adequate, equitable, efficient, and effective policing to the people of Alberta. In concert with effective supervision, training and education set the culture of the organization by:

a. Introducing and reinforcing expected behaviour.

b. Aiding in risk management.

c. Enhancing organization and individual flexibility and adaptability.

Policing skills

2. Police service employees must keep up their training in a variety of specialized and general knowledge areas. Civilian and sworn members receive training when they begin their employment. Ongoing training is essential to keep employees up on the everyday work that they do, plus they must be updated as new case law, techniques, technology, and liabilities emerge.

Core skill groups

3. Training shall be designed and delivered to address core skill groups: authorities, duties, ethics, and any needs identified in annual analysis.

Training delivery levels:

4. All agencies shall be capable of addressing the levels of training needs:

   a. **Basic:** Introductory training providing elementary knowledge and skills needed to effectively employ the operational skill set.

   b. **Recertification:** Set "refresher" training provided for the purpose of maintaining optimal performance of a certain operational skill set (i.e. arrest powers, search authorities). The need for recertification of skill sets shall be determined using several factors:

      i. Time: Optimal performance ability deteriorates over time—knowledge or skill perishability.

      ii. Complacency: Tendency of expected (desired or optimal) performance levels to deviate toward a lower performance levels.

      iii. Change: areas where the speed of change in required knowledge and / or technology demand that knowledge be updated and / or specialists become familiar with new technology.

   c. **Remedial:** Re-training provided, as required, to individuals who have demonstrated difficulties or performance below accepted levels. This training shall be designed and provided to meet specifically identified individual needs.

Trainee groups:

5. Training shall be provided to meet the interdependent needs of three groups:

   a. **Recruits and regular members*:*** Individuals who have either not received authorized training in a specific skill set or who need to update or refresh their training. The aim of this training shall be to provide the trainee with the core skill group.

      i. Regular and recruit: Supply the police agency with individuals who are able to effectively employ the skill sets operationally.

      ii. Remedial: Recruits and regular members who experience difficulty performing a

particular skill or set of skills to the required level.

b. **Supervisors:** Individuals who oversee and monitor civilian support, volunteers, recruits and regular members. The aim of this training shall be to provide the trainee with the necessary skills by:

   i. Analyze employee performance, did it follow policy, was it effective and efficient?

   ii. Identify training needs.

   iii. Identify individual and unit skill specific strengths and areas for improvement.

   iv. Develop plan and identify resources needed to correct identified issues.

   v. Monitor and analyze individual and unit performance to identify trends that may assist in improving or adapting training, agency policy and/or practice, and manage risk.

   vi. Provide effective feedback to individuals, units, and agency.

c. **Trainers:** Individuals who are responsible for the delivery and evaluation of training provided to civilian support, volunteers, recruits, regular members and supervisors. The aim of this training is to provide the trainers with the knowledge, skills, and experience needed to supply agencies with members who can meet the skills, performance, legal and lawful expectations for work assignments.

   i. The trainer will be able to:

      1. Apply the skills and knowledge effectively in an operational and training environment

      2. Analyze individual and group behaviours and the situations they encounter to identify strengths, weaknesses and other areas of interest with the aim of improving performance and reducing risk at the individual and group levels.