

Memorandum

**TO: ALL SWORN DEPARTMENT
PERSONNEL**

**FROM: Anthony Mata
Chief of Police**

**SUBJECT: CRITICAL INCIDENT AND ICS
TRAINING**

DATE: March 25, 2022

APPROVED

Memo# 2022-009

BACKGROUND

In the OIR Group’s [Independent After Action Regarding the Events of May 29 – June 7, 2020 report \(link\)](#), Recommendation #2 states, “SJPD should ensure its lieutenants are well-versed in the fundamentals of the Incident Command System and would be capable of serving as the Incident Commander for a given operation, if necessary.” [In response to this recommendation the Department proposed a two-step approach \(link\)](#). In the first step, all sworn Department personnel of the rank of sergeant and lieutenant will complete the California Peace Officer Standards and Training (POST) *Initial Response to Critical Incidents* and *Critical Incident Management*. These two two-hour courses will provide an introductory understanding of critical incidents and the ICS system. In step two, lieutenants will attend in-depth basic, intermediate, and advanced ICS training. Step two will be implemented at a future date.

ANALYSIS

To access the courses:

■ [REDACTED]

■ [REDACTED]

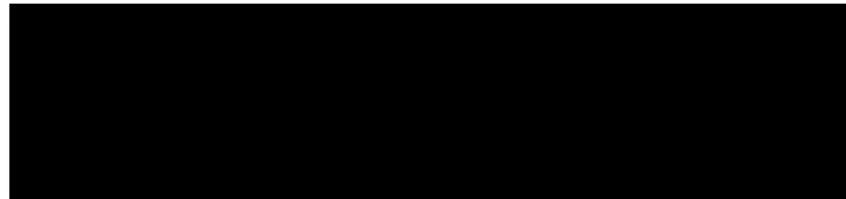
3. Click “Start”

[REDACTED]

4. At the conclusion of the course, refresh the original course page or click [REDACTED] and then refresh the course page. Print your certificate by clicking the “Verification of Viewing” link midway down the page in the right column.



5. Repeat the Steps 2 and 3 above for “Critical Incident Management” [the result will show as “HS Critical Incident Management (SEMS and NIMS)”] or click [REDACTED]
6. At the conclusion of the course, refresh the original course page or click [REDACTED] and then refresh the course page. Print your certificate by clicking the “Verification of Viewing” link midway down the page in the right column.



7. Send the physical copies of your certificates to the Training Unit via Interdepartmental Mail or place a copy in the box in the 3rd floor lobby of the Substation. The certificate will be added to your training file.

Note: You may leave the training at any time and restart it using the same process. The Learning Portal will remember your place when you left.

ORDER

All sworn Department personnel of the rank of sergeant and lieutenant shall complete the POST trainings *Initial Response to Critical Incidents* and *Critical Incident Management* **by July 31, 2022 at 1700 hours**. These trainings must be completed on-duty. No overtime is authorized for these trainings.

A handwritten signature in black ink, appearing to read 'A. Mata'.

Anthony Mata
Chief of Police

AM:SD