

# Memorandum

**TO: ALL DEPARTMENT PERSONNEL**

**FROM:** Anthony Mata  
Chief of Police

**SUBJECT: 2024 CAPTAIN'S PROMOTIONAL  
EXAM PREPARATION  
RESOURCES**

**DATE:** October 25, 2023

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APPROVED

Memo #2023-027

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The Captain's promotional examination for the 2024 testing period is under development. The resources in the attachment below are being provided as preparation tools for the promotional examination process. These resources have been specifically chosen to present current matters within law enforcement. Further information on the examination process will be provided at a later date.

A link is provided for all resources that are available online on the Department's Intranet site or the City of San Jose site. Any resources not linked must be obtained from the Research and Development Unit. Questions regarding the resources should be directed to the Research and Development Unit.



Anthony Mata  
Chief of Police

AM:PH

Attachment 1: SJPD Preparation Resources for the Captain's Promotional Examination 2024

**San Jose Police Department Preparation Resources  
Captain's Promotional Examination 2024**

1. Reimagining Community Safety Advisory Group: Police Reforms Work Plan and Reimagining Community Safety – March 17, 2021 Info Memo (sanjoseca.gov: [Reimagining Community Safety](#)).
2. San Jose Police Department Duty Manual NOT Redacted, August 1, 2023 (SJPD Intranet: [SJPD Duty Manual](#)).
3. SJPD Memorandums and Orders, July 1, 2022 through October 24, 2023 (SJPD Intranet: [SJPD Memos and Orders](#)).
4. Final Report of the President's Task Force on 21st Century Policing, May 2015, US DOJ Office of Community Policing Services (SJPD Intranet: [21<sup>st</sup> Century Policing](#)).
5. Task Force on 21<sup>st</sup> Century Policing: A Renewed Call to Action, April 25, 2023 (SJPD Intranet: [A Renewed Call to Action](#)).
6. Police Force Analysis System<sup>SM</sup> Seventh Summary Report San Jose Police Department Use of Force Data, December 2022 (SJPD.org: [Force Analysis](#)).
7. Independent After Action Report Regarding the Events of May 29-June 7, 2020, October 2021, OIR Group (SJPD Intranet: [Independent After Action Report](#)).
8. Police Department Preliminary After Action Report for the Public Protests, Civil Unrest and Law Enforcement Response from May 29th – June 7th, September 2020 (SJPD Intranet: [SJPD After Action Report](#)).
9. San Jose Police Department Strategic Plan, October 2023 (SJPD Research & Development Library).