

**TO: ALL DEPARTMENT PERSONNEL**

**FROM:** Anthony Mata  
Chief of Police

**SUBJECT: CAPTAIN'S PROMOTIONAL  
EXAMINATION**

**DATE:** October 28, 2021

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APPROVED

Memo# 2021-034

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The Captain's promotional examination for the 2022 testing period is under development and further information on the examination process will be provided at a later date. The resources 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.

All resources are available online on the Department's Intranet site and may be retrieved by selecting the "Documents/Publications" tab → "Promotional Reading Lists" → "Cpt. Promotional Reading List." Questions regarding these resources should be directed to the Research and Development Unit.

### **San José Police Department Preparation Resources Captain's Promotional Examination 2022**

1. Reimagining Community Safety Advisory Group: Police Reforms Work Plan and Reimagining Community Safety – update as of March 17, 2021.<sup>1</sup> ([Reimagining Community Safety Advisory Group | City of San Jose \(sanjoseca.gov\)](https://www.sanjoseca.gov/reimagining-community-safety))
2. San José Police Department Duty Manual NOT Redacted 04/09/2021. (SJPD Intranet)
3. SJPD Memorandums and Orders, July 1, 2020, through October 31, 2021. (SJPD Intranet)
4. Final Report of the President's Task Force on 21<sup>st</sup> Century Policing, May 2015, US DOJ Office of Community Policing Services. (SJPD Intranet)
5. Police Force Analysis System Fifth Summary Report, San José Police Department Use of Force Data, September 2021. (SJPD.org: [Force Analysis Data | San Jose Police Department, CA \(sjpd.org\)](https://www.sjpd.org/force-analysis-data))

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<sup>1</sup> The Police Reforms Work Plan and Reimagining Community Safety is a fluid, working document; candidates should be up to date on the workplan and continually monitor the City's website for changes/additions to this plan.

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6. Independent After Action Regarding the Events of May 29 – June 7, 2020, OIR Group, October 2021. (Please contact Police Personnel at [\\_SJPD\\_Personnel@sanjoseca.gov](mailto:_SJPD_Personnel@sanjoseca.gov))
7. Police Department Preliminary After-Action Report for the Public Protests, Civil Unrest and Law Enforcement Response from May 29th – June 7th, 2020. (SJPD Intranet)

To all who choose to participate in the promotional process for the rank of Captain, I wish you success.



Anthony Mata  
Chief of Police

AM:SD:LP