

**State of California  
Office of Administrative Law**

**In re:**  
**Commission on Peace Officer Standards and  
Training**

**Regulatory Action:**

**Title 11, California Code of Regulations**

**Adopt sections:**

**Amend sections: 1011**

**Repeal sections:**

**NOTICE OF APPROVAL OF REGULATORY  
ACTION**

**Government Code Section 11349.3**

**OAL Matter Number: 2015-0715-05**

**OAL Matter Type: Regular (S)**

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This rulemaking action amends section 1011 of Title 11 of the California Code of Regulations, along with related Commission on Peace Officer Standards and Training forms, to establish a Dispatcher Supervisory Certificate.

OAL approves this regulatory action pursuant to section 11349.3 of the Government Code. This regulatory action becomes effective on 10/1/2015.

**Date:** August 26, 2015



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**For: DEBRA M. CORNEZ  
Director**

**Original: Robert Stresak  
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TEXT OF PROPOSED REGULATORY ACTION  
Amend Dispatcher Supervisory Certificate Award Requirements  
Regulation 1011

**1011. Certificates**

**(a) Professional Certificates – Peace Officers**

**(1) Professional Certificates – Overview**

POST Professional Certificates are awarded to peace officers who achieve increasingly higher levels of education, training, and experience in their pursuit of professional excellence.

- (A) The Commission-awarded certificate is a "professional" certificate pursuant to Penal Code (PC) section 13510.1, and is ~~distinguished~~distinct from a "certificate of completion" which is awarded by a training presenter when an individual successfully completes a course.

[1011(a)(1)(B) through 1011(a)(3)(A)2. continued]

**(B) Education ~~Points~~Units**

For purposes of certificate qualifications:

1. One college semester unit equals one education ~~point~~unit, or
2. One college quarter unit equals two-thirds of an education ~~point~~unit.

[1011(a)(3)(C) through 1011 (a)(3)(C)2. continued]

**(D) Education ~~Point-Unit~~ Conversions**

When education ~~points~~units exceed the number needed to qualify for a certificate, the excess education ~~points~~units may be converted to training points to meet training point requirements. One education ~~point~~unit shall equal one training point. POST will make the conversion when it is to the advantage of the applicant.

**(E) Law Enforcement Experience**

Law enforcement experience described in 1. below is accepted if it is recorded on the POST Profile in the POST database. POST may accept the experience described in ~~2., 3., and 4., below. Proof of when the law enforcement experience is: 1) described in 2., 3., and 4., shall be documented on: 4) the employing department's/agency's letterhead, 2) signed by the department head, 3) 2) includes an attestation that the applicable requirements stated in experience categories 2., 3., or 4., below have been met, and 4) 3) state includes the type of appointment, time base, dates of service, and types of duties performed.~~

[1011(a)(3)(E)1. through 1011(a)(4)(C)2. continued]

**(D) Application Requirements**

An applicant (or an applicant's employing department) shall submit a completed Certificate Application form, POST 2-116 (Rev 4/29/006/2014), herein incorporated by reference, along with supporting documents as follows:

[1011(a)(4)(D)1. through 1011(a)(4)(D)3. continued]

**(5) Basic Certificate Possession Requirement**

The Basic Certificate is required for:

**(A) Specified Peace Officers**

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Pursuant to Penal Code section 832.4(b), every peace officer listed in Penal Code section 830.1(a) [except a sheriff, an elected marshal, or a custodial deputy appointed pursuant to Penal Code section 830.1(c)] shall obtain the POST Basic Certificate **in order to continue to exercise peace officer powers**. PC 832.4 requires possession upon completion of probation, but in no case later than 24 months after appointment. However, if the department's probation period is 24 months, an additional three months is authorized.

[1011(a)(5)(B) through 1011(a)(6)(C) continued]

(7) **Intermediate Certificate Award Requirements**

Applicants for the award of an Intermediate Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess the Basic Certificate ~~for the current position~~.
- (C) Satisfy one of the following eligibility **combinations**:

Degree or Education Points Units*		Law Enforcement Experience		Training Points
Bachelor Degree	<b>and</b>	2 years	<b>plus</b>	0
Associate Degree	<b>and</b>	4 years	<b>plus</b>	0
45 Education Points Units	<b>and</b>	4 years	<b>plus</b>	45
30 Education Points Units	<b>and</b>	6 years	<b>plus</b>	30
15 Education Points Units	<b>and</b>	8 years	<b>plus</b>	15

\*Excess education points/units may be applied towards training points on a point/unit-for-point basis [reference Regulation 1011(a)(3)(D)].

(8) **Advanced Certificate Award Requirements**

Applicants for the award of an Advanced Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(a)(4).
- (B) Possess or be eligible to possess the Intermediate Certificate.
- (C) Satisfy one of the following eligibility **combinations**:

Degree or Education Points Units*		Law Enforcement Experience		Training Points
Master Degree	<b>and</b>	4 years	<b>plus</b>	0
Bachelor Degree	<b>and</b>	6 years	<b>plus</b>	0
Associate Degree	<b>and</b>	9 years	<b>plus</b>	0
45 Education Points Units	<b>and</b>	9 years	<b>plus</b>	45
30 Education Points Units	<b>and</b>	12 years	<b>plus</b>	30

\*Excess education points/units may be applied towards training points on a point/unit-for-point basis [reference Regulation 1011(a) (3) (D)].

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[1011(a)(9) through 1011(a)(9)(B) continued]

(C) Complete a minimum of 60 semester units or possess an accredited degree (i.e., AA, BA, MA, etc.).

[1011(a)(9)(D) through 1011(a)(10)(B) continued]

(C) Complete a minimum of 60 semester units or possess an accredited degree (i.e., AA, BA, MA, etc.).

[1011(a)(10)(D) through 1011(a)(11)(B) continued]

(C) Complete a minimum of 60 semester units or possess an accredited degree (i.e., AA, BA, MA, etc.).

[1011(a)(11)(D) through 1011(a)(12)(A) continued]

**(B) Application Requirements**

An applicant (or an applicant's employing department) shall submit a completed The Certificate Application – Reserve Officer shall be submitted on a form, POST 2-256 (Rev 10/2010) form. If the training required in 3. above is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

~~(13) – Reserve Peace Officer Certificate Requirements~~

~~Refer to Regulation 1011(b).~~

~~(14) – Certificate Replacement~~

~~Refer to Regulation 1011(f).~~

~~(15) – Certificate Cancellations~~

~~Refer to Regulation 1011(g).~~

[1011(b) through 1011 (b)(1)(B) continued]

(C) After January 1, 2004, been convicted of a crime based upon a verdict or finding of guilt of a felony by the trier of fact, or upon the entry of a plea of guilty or nolo contendere to a felony. This paragraph shall apply regardless of whether, pursuant to subdivision Penal Code section 17(b), the court declares the offense to be a misdemeanor or the offense becomes a misdemeanor by operation of law. [Note: when this subsection applies, also review text in Government Code section 1029(b).

[1011(b)(1)(D) through 1011(c)(1) continued]

**(2) Application Requirements**

An applicant (or an applicant's employing department) shall submit a completed Certificate Application - POST Public Safety Dispatcher form, POST 2-289 (Rev 10/2010/06/2014) herein incorporated by reference. The application's attestation must be signed by the department head. If the training required in subsection (4) below is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

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[1011 (c)(3)(A) through 1011 (c)(3)(E) continued]

**(4) Dispatcher Intermediate Certificate Award Requirements**

Applicants for the award of a Dispatcher Intermediate Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1011(c)(3) for all certificates.
- (B) Possess or be eligible to possess the Dispatcher Basic Certificate for the current position.
- (C) Satisfy one of the following eligibility combinations:

Degree or Education Points/Units*		Law Enforcement/Dispatcher Experience		Training Points
Bachelor Degree	and	3 years	plus	0
Associate Degree	and	5 years	plus	0
45 Education Points/Units	and	5 years	plus	12
30 Education Points/Units	and	7 years	plus	11
15 Education Points/Units	and	9 years	plus	10

\*Excess education points/units may be applied towards training points on a point/unit-for-point basis [reference Regulation 1011(a)(3)(D)].

**(5) Dispatcher Advanced Certificate Award Requirements**

Applicants for the award of an Dispatcher Advanced Certificate shall:

- (A) Satisfy the requirements specified in Regulation section 1011(c)(3) for all certificates.
- (B) Possess or be eligible to possess the Dispatcher Intermediate Certificate.
- (C) Satisfy one of the following eligibility combinations:

Degree or Education Points/Units*		Law Enforcement/Dispatcher Experience		Training Points
Master Degree	and	5 years	plus	0
Bachelor Degree	and	7 years	plus	0
Associate Degree	and	9 years	plus	0
45 Education Points/Units	and	9 years	plus	12
30 Education Points/Units	and	11 years	plus	11

\*Excess education points/units may be applied towards training points on a point/unit-for-point basis [reference Regulation section 1011(a)(3)(D)].

**(6) Certificate Replacement/Dispatcher Supervisory Certificate Award Requirements**

Refer to Regulation 1044(f). Applicants for the award of a Dispatcher Supervisory Certificate shall:

- (A) Satisfy the requirements specified in Regulation 1018.
- (B) Possess or be eligible to possess the Dispatcher Intermediate Certificate.

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- ~~(C) Complete a minimum of 60 semester units or possess a degree from an accredited college.~~
- ~~(D) Successfully complete a POST-certified Supervisory Course. (The Dispatcher Supervisory Course is highly recommended.)~~
- ~~(E) Possess a minimum of two years experience as a permanent first-level Dispatcher Supervisor or higher.~~

~~(7) Certificate Cancellations~~

~~Refer to Regulation 4014(g).~~

**(d) Professional Certificate – Records Supervisor**

[1011(d)(1) through 1011 (d)(2) continued]

**(3) Application Requirements**

An applicant ~~(or an applicant's employing department)~~ shall submit a completed Certificate Application – Records Supervisor form, POST 2-117 (Rev 40/201006/2014) ~~herein incorporated by reference.~~ The application's attestation must be signed by the department head. If the training ~~required in subsection (d) below~~ is not reflected on the applicant's POST Profile, the application shall include supporting documentation that verifies the training has been completed, i.e., a certificate of completion.

[1011(d)(4) continued]

~~(5) Certificate Replacement~~

~~Refer to Regulation 4014(f).~~

~~(6) Certificate Cancellations~~

~~Refer to Regulation 4014(g).~~

[1011(e) through 1011(e)(1) continued]

**(2) Peace Officer Powers**

The combination of an appointment to a peace officer position by a law enforcement agency authorized to appoint peace officers, and the possession of a ~~C~~ertificate of ~~C~~ourse ~~C~~ompletion for certain basic courses, e.g., PC 832 Arrest and Firearms, may bestow peace officer powers to an individual (reference Penal Code section 832).

[1011(e)(3) continued]

**(4) Certificate Content Requirement**

A ~~C~~ertificate of ~~C~~ompletion issued by the training institution shall include ~~the following on the certificate:~~

- ~~(A) Name of the Training training Institution institution~~
- ~~(B) POST Title title of the Course course~~

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- (C) Ending ~~Date~~ date of the ~~Course~~ course
- (D) Number of ~~Hours~~ hours ~~Completed~~ completed by the ~~Individual~~ individual
- (E) POST ~~Course~~ course ~~Control~~ control ~~Number~~ number

(f) **Certificate Replacement**

~~(1) Requests for Certificate Replacement~~

Individuals who have lost or misplaced a professional certificate or who possess a damaged professional certificate may request a replacement. The request must be submitted by completing on a Request for Reissuance of POST Certificate form, POST 2-250 (Rev ~~40/2014~~ 06/2014), herein incorporated by reference, and mailing it to the POST Certificates Unit.

(g) **Certificate Cancellation**

[1011(g)(1) through 1011(g)(1)(B) continued]

(2) **Notification Requirement**

Department personnel who possess information that a certificate was obtained through misrepresentation, fraud, or administrative error shall notify ~~the Commission~~ POST immediately.

[1011(g)(3) through 1011(g)(6) end]

Authority cited: Sections 1029, Government Code; Sections 13503, 13506, 13510(c), 13510.1, ~~43510.4(e)~~, 13510.2, and 13510.7, and ~~43510(e)~~; Penal Code.  
Reference: Sections 1031, Government Code; and Sections 832.4, 13503, 13506, 13510(c), ~~143510.1~~, ~~43510.4(e)~~, 13510.3, and 13510.7(a)-(b), Penal Code.

**Additional Attachments:**

Attachment B-1 Certificate Application – Public Safety Dispatcher, form POST 2-289  
Attachment B-2 Certificate Application, form POST 2-116  
Attachment B-3 Certificate application – Records Supervisor, form POST 2-117  
Attachment C Request for Reissuance of POST Certificate, form POST 2-250