



Commission on Peace Officer Standards and Training

1601 Alhambra Blvd
Sacramento, CA 95816-7083
www.post.ca.gov

Date: September 2, 2008

Bulletin: No. 2008-13

Subject: 40-Hour Cap Business Rules

As a result of a \$2 million reduction to POST's Fiscal Year 2008-09 budget, reimbursable training is capped at 40 hours per officer, per fiscal year starting July 1, 2008, until further notice. (Reference Bulletin #2008-11, which can be viewed on POST's website at <http://www.post.ca.gov/bulletin/doc/2008-11.pdf>) To ensure statewide uniformity in the administration of the cap, POST has established the following business rules:

1. The cap is set at 40 hours of non-exempt reimbursable training for all ranks and classifications.
2. The cap may not be exceeded when a course attended started before the 40-hour cap was reached.

For example, if an agency has been reimbursed for an officer completing a 16-hour course and the officer then attends a 40-hour course, the agency will only be reimbursed for an additional 24 hours, for a total of 40 hours of reimbursed training for two courses. The reimbursement is calculated as a percentage of the total reimbursement. In this case, 24 hours is 60% of 40 hours. If the total calculated reimbursement would have been \$1,000, the agency would be reimbursed \$600, i.e., 60%.

3. Courses not on the exempt list that are certified for more than 40 hours will be reimbursed only for 40 hours, not the full length of the certified hours. Reimbursement to the agency will be calculated as per the example in #2 above.
4. Courses exempt from the 40-hour cap will not count toward the cap.
5. Attendance at training courses for which reimbursement is not requested will not be counted toward the cap.
6. The above business rules will be applied to all training that started or was completed while the 40-hour cap was in effect. Reimbursement claims will be processed consistent with the cap for the year in which the training began, regardless of the date or fiscal year in which the claim is received. Reimbursement will not be paid in following years for training in prior years that exceeds the 40-hour cap.

For example, if an agency has been reimbursed in FY 2008-09 for 36 hours of training for an officer and submits a reimbursement claim in FY 2009-10 for another 36 hours of



Commission on Peace Officer Standards and Training

1601 Alhambra Blvd
Sacramento, CA 95816-7083
www.post.ca.gov

training attended in FY 2008-09, reimbursement will be paid only for the four hours that will meet the cap in FY 2008-09.

Questions concerning the limitation for reimbursable training may be directed to your regional POST consultant. Refer to the POST website for the current list of courses exempt from the 40-hour cap. Reimbursement claim questions should be directed to the Reimbursement Unit at 916.227.3933.

PAUL A. CAPPITELLI
Executive Director