

Columbus Police Division Directive	EFFECTIVE	NUMBER
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Accreditation Familiarization		



I. Information

In July 1990, the Columbus Division of Police began revising policies and procedures in order to become accredited by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). In July 1999 the Division received initial accreditation and has maintained accreditation continuously since this date. Reaccreditation takes place every three years.

II. CALEA Accreditation Process

A. Application

The Columbus Division of Police applied to CALEA in 1996 to become accredited. Once the application was approved, CALEA and the Columbus Division of Police entered into a contract. The Division was given three years from the date of the agreement to meet all applicable standards.

B. Self-Assessment

A thorough examination is conducted by the Division to determine whether it complies with all applicable standards. The Division then prepares forms and develops proofs of compliance for a mock review by certified CALEA assessors. The Division selects mock assessors from outside law enforcement agencies to review proofs of compliance. When the Division is satisfied that it has completed all compliance, preparation, and planning tasks, the Commission is notified that the Division is ready to become a candidate for accreditation.

C. On-Site Assessment

A team of CALEA assessors visits the Division and verifies compliance of each applicable standard. The assessors are **chosen** by the Commission **from outside the state of Ohio and have a background in public safety while meeting specific criteria established by the Commission**. The on-site assessment usually takes four days to complete. At the conclusion of the assessment, a formal report is submitted to the Commission. The on-site assessment occurs every three years after an agency receives initial accreditation.

D. Commission Review

Once the final report has been received, the Commission schedules a hearing for the Division. At the hearing, the Commission reviews the final report and receives testimony from Division personnel and the assessors.

If the Commission feels the Division has met all of the applicable standards, accreditation is awarded. Accreditation/reaccreditation lasts for a three year period.

E. Maintaining Compliance and Reaccreditation

To maintain accreditation, the Division must remain in compliance with all applicable standards. The Division must submit annual reports attesting to continued compliance and report changes or difficulties experienced. The Commission reserves the right to schedule interim hearings if non-compliance becomes an issue.

III. Accreditation Standards

The CALEA accreditation standards are divided into major law enforcement areas with numerous chapters. The major sections and their corresponding chapters are:

Section I Law Enforcement Role, Responsibilities, and Relationships

- Chapter 1 Law Enforcement Role and Authority
- Chapter 2 Agency Jurisdiction and Mutual Aid
- Chapter 3 Contractual Agreements for Law Enforcement Services

Section II Organization, Management, and Administration

- Chapter 11 Organization and Administration
- Chapter 12 Direction
- Chapter 15 Planning and Research, Goals and Objectives, and Crime Analysis
- Chapter 16 Allocation and Distribution of Personnel and Personnel Alternatives
- Chapter 17 Fiscal Management and Agency Property

Section III The Personnel Structure

- Chapter 21 Classification and Delineation of Duties and Responsibilities
- Chapter 22 Compensation, Benefits, and Conditions of Work
- Chapter 24 Collective Bargaining
- Chapter 25 Grievance Procedures
- Chapter 26 Disciplinary Procedures

Section IV The Personnel Process

- Chapter 31 Recruitment
- Chapter 32 Selection
- Chapter 33 Training and Career Development
- Chapter 34 Promotion
- Chapter 35 Performance Evaluation

Section V Law Enforcement Operations

- Chapter 41 Patrol
- Chapter 42 Criminal Investigation
- Chapter 43 Vice, Drugs, and Organized Crime
- Chapter 44 Juvenile Operations
- Chapter 45 Crime Prevention and Community Involvement
- Chapter 46 Critical Incidents, Special Operations, and Homeland Security

Section VI Operations Support

- Chapter 52 Internal Affairs
- Chapter 53 Inspectional Services
- Chapter 54 Public Information
- Chapter 55 Victim/Witness Assistance

Section VII Traffic Operations

- Chapter 61 Traffic

Section VIII Detainee and Court-Related Activities

- Chapter 70 Detainee Transportation
- Chapter 71 Processing and Temporary Detention
- Chapter 72 Holding Facility
- Chapter 73 Court Security
- Chapter 74 Legal Process

Section IX Auxiliary and Technical Services

- Chapter 81 Communications
- Chapter 82 Central Records
- Chapter 83 Collection and Preservation of Evidence
- Chapter 84 Property and Evidence Control

Chapter 91 Campus Law Enforcement

IV. Benefits of CALEA Accreditation

A. Greater Accountability within the Division of Police

Accreditation provides the Division with a proven management system of written directives, sound training, clearly defined lines of authority, and routine reports that support decision making and resource allocation.

B. Enhanced Liability Protection

The Division is better able to defend members against lawsuits and citizen complaints by showing our policies and procedures conform to an internationally recognized set of standards.

C. International Recognition and Professional Approval

There are hundreds of CALEA accredited law enforcement agencies internationally. The Division ranks among the ten largest accredited municipal law enforcement agencies. The primary reason for the Division to become an accredited agency was to enhance its ability to remain one of the best police agencies. CALEA standards are constantly being refined and updated and are based upon "Best Practices in Professional Law Enforcement." Adhering to these high standards ensures continual operation in the most professional manner possible and to remain a leading law enforcement agency.

D. Improved Personnel System

Division employees are assured that all aspects of the personnel system are fair and equitable as the system is based upon and operated by objective standards.

E. Improved Employee Morale

Accreditation symbolizes professionalism and excellence. It requires improved written directives and training to inform employees about policies and practices; facilities and equipment to ensure employee's safety; and processes to safeguard employee's rights.