

**COUNTY OF MONROE
OFFICE OF THE SHERIFF
ROCHESTER, NEW YORK**

GENERAL ORDER POLICE BUREAU	DATE OF ISSUE AUGUST 7, 2026	EFFECTIVE DATE AUGUST 7, 2028	NO. 088-26
SUBJECT: GENERAL ORDER Police Academy Class Standards and Training Requirements		DISTRIBUTION Police Bureau Personnel	AMENDS
REFERENCE: NYSLEAP 20.1, 32.1 & 32.3			RESCINDS

Purpose: To establish clear expectations and directives pertaining to the Monroe County Sheriff's Office (MCSO) Police Recruit classes. This policy defines training requirements and criteria for evaluating competency in Academics, Defensive Tactics, Firearms Training, Physical Fitness Training and Emergency Vehicle Operation and Control, in an academy setting, by newly hired personnel to ensure the safety of officers, suspects and the public.

Policy: It is the policy of the MCSO to ensure that all Police academy training is conducted in a professional, consistent, and standardized manner that promotes safety, accountability, and instructional excellence. Police Academy classes shall adhere to established training standards to ensure recruits receive accurate, lawful, and effective instruction that prepares them to perform their duties in accordance with departmental policies and applicable laws and requirements established by the Municipal Police Training Council. The Municipal Police Training Council requires the Basic Course for Police Officers to consist of a minimum standard of at least six-hundred and thirty-nine (639) hours of instruction. MCSO along with the Public Safety Training Facility (PSTF) schedules its Police Academy for approximately nine-hundred and sixty (960) hours plus post-academy instruction for approximately one-hundred and sixty (160) hours.

Academics

A. Written Examinations

1. Several written examinations will be administered throughout the academy.
2. The recruit will be tested based on objectives provided by the various instructors and other pertinent information provided during each training session. All correct examination responses are based upon instruction presented at the academy, instructor's responses to the training objectives and applicable laws of the State of New York.

B. Re-Testing and Appeal

1. Should a recruit fail to meet the passing standard of 70% on academic examinations 1, 2, 3, or 4 they will be afforded an opportunity to take another examination. This examination will be a different examination which tests the same or similar objectives.
2. Another examination will be administered within two business days of failing the original examination. During this time, the recruit will be counseled and may be provided additional resources if needed or requested.

3. Regardless of the recruit's performance on the re-test, the highest passing score they can achieve will be the minimum passing score of 70%. Should the recruit fail the re-test as well, the re-test score will serve as their score for that examination.

II. Defensive Tactics-Training Requirements (DT)

A. Use of Force Guidelines

Personnel must use only the amount of force objectively reasonable to control a situation/subject. The level of force used should be proportionate to the threat faced based on a reasonable officer's perception which is determined by a member's training and experience. Deadly force is only authorized when there is an imminent threat of death or serious physical injury to yourself or another (see NYSPL Article 36 and MCSO MBGO-033 Response to Resistance – Aggression and Subject Management Resistance Report).

B. All recruits must successfully complete the defensive tactics program.

C. All defensive tactics trainings will be in compliance with DCJS guidelines and standards.

D. Training will include but not limited to:

1. Use of Force Continuum: Understanding how to apply objective reasonableness standards when determining what level of force may be appropriate on perception.
2. Physical Control Techniques: Strikes, holds, ground control, takedowns, and restraint methods.
3. De-escalation Techniques: Verbal and non-verbal communication, which may be coupled with reasonable physical interventions, which may assist in decreasing the level of force used to control a situation or avoid a use of force altogether.
4. Weapons Training: Proper use of Aerosol Subject Restraint (ASR / pepper spray), Monadnock Expandable Baton (MEB) and the use or familiarity with any other non-lethal weapons.
5. Scenario-Based Training: Simulated encounters to practice decision-making under stress and test recruit competency in relevant program skillsets.
6. Attendance: Recruits who miss any material being instructed due to illness or injury will make up the material prior to the completion of the defensive tactic's curriculum.
7. The Defensive Tactics Coordinator, along with the defensive tactic's instructor cadre, will determine if a recruit passes or fails a role play.

E. The following factors will determine whether a recruit will pass or fail their defensive tactics training:

1. All training requirements must be completed.
2. Continuous display of performance will be documented on the MB-167 MCSO Defensive Tactics Attendance report at the completion of each training session.
3. Final Written Examination (score of 70% or > is passing). Should a recruit fail to meet the passing standard of 70% they will be afforded an opportunity to take another

examination. Another examination will be administered within two business days of failing the original examination. The re-test will be a different examination testing the same or similar objectives. During this time, the recruit will be counseled and may be provided additional resources if needed or requested. Should the recruit fail the re-test as well, the re-test score will serve as their score for that test. If the recruit fails the re-test, it is considered failing the defensive tactics training curriculum. The Commander of Staff Services will be notified by an MB-003 Intra-departmental Correspondence (IDC) and provide further direction.

4. Written ASR examination (score of 70% or > is passing). Should a recruit fail to meet the passing standard of 70% they will be afforded an opportunity to take another examination. Another examination will be administered within two business days of failing the original examination. The re-test will be a different examination testing the same or similar objectives. During this time, the recruit will be counseled and may be provided additional resources if needed or requested.
5. Written and proficiency MEB examination (score of 70% or > is passing) recruit must show adequate proficiency in MEB usage. Should a recruit fail to meet the passing standard of 70% they will be afforded an opportunity to take another examination. Another examination will be administered within two business days of failing the examination. The re-test will be a different examination testing the same or similar objectives. During this time, the recruit will be counseled and may be provided additional resources if needed or requested.
6. Successful completion of the defensive tactic's proficiency test.
7. Successfully completing all roleplays, to include the final roleplay, to an acceptable standard determined by the Defensive Tactics Coordinator.

F. Technique Proficiency:

- I. Demonstrating techniques as instructed and the effective application of such techniques with consistent control and precision will be monitored throughout the initial training.
2. A proficiency test will occur at the end of the program where the member will perform techniques determined by the Defensive Tactics Coordinator.
 - i. The member will be evaluated by a defensive tactics instructor (DTI).
 - ii. The member will have three attempts to perform a technique proficiently. If all techniques are not completed to the program standard within three attempts, it will be considered a failure of the proficiency test.
 - iii. If the member does not pass the initial proficiency test, the member will receive a maximum of two (2) hours of remedial training and given a second opportunity to pass the proficiency test in its entirety. The re-test must be successfully completed prior to moving on to the final role-plays.
 - iv. The second attempt will be videotaped and evaluated by a different DTI than the first attempt. If the second attempt of the proficiency test is failed, it is considered a failure of the program. The Commander of Staff Services will be notified by an IDC and provide further direction.

G. Scenario-Based Training:

1. The recruit will successfully complete a series of role plays throughout the initial training/academy.
2. Criteria required for successful completion will include, but not limited to:
 - a. Technique proficiency
 - b. Decision-making
 - c. Safety compliance
 - d. Communication
 - e. Physical and mental capacity to be successful in a use of force incident.
3. The Defensive Tactics Coordinator, along with the cadre of DTIs, determine if a member passes or fails a role play.
4. All role plays will be videotaped on a department issued camera. No personal cell phones or recording devices will be utilized. Role plays will be documented as a pass/fail based on the contributing factors aforementioned. Evaluations will be signed by the recruit to acknowledge their evaluation.
5. All recruits will successfully complete role plays consisting of but not limited to the following criteria:
 - a. De-escalation with no force
 - b. Single suspect use of force
 - c. Multiple suspects use of force
 - d. Suspects presenting various levels of resistance
6. Role plays will include single deputy response and multiple deputy response. Role plays will be evaluated with both critical and non-critical objectives. Failure to meet a critical objective will result in a failure of the role play.
7. Recruits will be required to pass all prior roleplays, ensuring competency in different scenarios described in subsection 5 of this section, prior to attempting the Final Roleplay.
8. If a role play is failed, the recruit will have another attempt to pass the same role play or a similar role play, testing the same objectives, at the discretion of the Defensive Tactics Coordinator. If the role play is failed a second time, it is a failure of that specific role play administered and remedial training will be initiated. The recruit will continue with remaining required role plays at the discretion of the Defensive Tactics Coordinator.
9. After the amount of remedial training approved by the Defensive Tactics Coordinator is complete, the recruit will participate in the same failed role play or a similar role play testing the same objectives. If the recruit fails the role play again there will be no more attempts. The Commander of Staff Services will be notified by an IDC and provide further direction.

II. Remedial Training:

1. Remedial training is provided at the discretion of the Defensive Tactics Coordinator
2. Throughout the curriculum, if a recruit is observed lacking proficiency in the aforementioned training requirements, a MB-176 Counseling Memorandum will be completed by a designated DTI describing why remedial training is being given which will be signed by the recruit as acknowledgement. A copy of the Counseling Memorandum will be placed in the recruit's academy Supervisor's Incident Documentation Log (SIDL). The original will be forwarded to the Training Coordinator.
3. A remedial training form will be completed by a DTI detailing why remedial training is being given and the steps taken to correct the deficiency. This form will be submitted to the Defensive Tactics Coordinator.
4. A recruit will be afforded up to 16 hours of remedial training throughout the entirety of the defensive tactics curriculum to be conducted in two (2) to three (3)-hour blocks.
5. If additional hours are requested by the Defensive Tactics Coordinator, the Commander of Staff Services will be notified by IDC and provide further direction.
6. All remedial training documentation will be approved by the Defensive Tactics Coordinator and retained in the recruit's file.

III. Firearms – Training Requirements

- A. All recruits must complete the New York State DCJS Initial Pistol Course for Police Officers (Part 4 Section M) specific to their title.
- B. All firearms trainings will be in compliance with DCJS guidelines and standards.
- C. Training will include but not limited to:
 1. NYSPL Article 35, Defense of Justification Understanding the appropriate level of force based on: NYSPL Article 35 (12 hours) and NYSPL.
 2. NYSPL Article 265 Firearms and Other Dangerous Weapons (4 hours)
 3. Safety
 - a. Rules and regulations pertaining to safe handling and use of firearms.
 - b. Shooting positions: Standing, kneeling, prone, use of barricade and divergent positions.
 - c. Scenario-Based Training: Simulated encounters to train and test decision making.
 4. De-escalation Techniques: Verbal and non-verbal communication strategies to reduce or eliminate the need for force or decrease the level of force necessary during the encounter.
 5. Scenario-Based Training: Simulated encounters to practice decision-making and proper utilization of taught skills under stress.

6. Attendance: Recruits who miss any material being instructed due to illness or injury will make up the material prior to the completion of the training curriculum.

D. The following factors will determine whether a recruit will pass or fail their New York State DCJS BCPC firearms training:

1. Safe gun handling throughout the whole firearms course including scenario-based training.
2. Passing average for 5 Police Proficiency Course (PPC) qualification courses, including confidence course (minimum 75%).
3. 2 consecutive passing PPC service qualification courses (minimum 75%).
4. Low light Close Quarter Battle (CQB) qualification course (minimum 75%).
5. Final Written Examination (score of 75% or > is passing). Should a recruit fail to meet the passing standard of 75% they will be afforded an opportunity to take another examination. Another examination will be administered within two business days of failing the original examination. The re-test will be a different examination testing the same or similar objectives. During this time, the recruit will be counseled and may be provided additional resources if needed or requested. Regardless of the recruit's performance on the re-test, the highest passing score they can achieve will be the minimum passing score of 75%. Should the recruit fail the re-test as well, the re-test score will serve as their score for the examination. If the recruit fails again, it is considered failing the firearms training curriculum. The Commander of Staff Services will be notified by an IDC and provide further direction.
6. Proficiency test of firearms techniques. Should a recruit fail to show proficiency in all taught skills they will be afforded an opportunity to take another proficiency test. The second proficiency test will be administered at a date and time up to the discretion of the Firearms Coordinator. During this time, the recruit will be counseled and may be provided additional resources if needed or requested. If the recruit fails the second proficiency test, it is considered failing the firearms training curriculum. The Commander of Staff Services will be notified by an IDC and provide further direction.
7. Scenario based training. Decision making.

E. Scenario-Based Training:

1. The recruit will successfully complete a series of role plays throughout the initial training/academy. Firearms role plays may be categorized as training or testing at the discretion of the Firearms Coordinator.
2. Criteria required for successful completion will include, but not limited to:
 - a. Articulation of use of force
 - b. Decision-making
 - c. Safety compliance
 - d. Communication
 - e. Demonstrate proficient use of firearms skills as taught.

- I. The Firearms Coordinator, along with the firearms instructor cadre will determine if a recruit completes a training role play as acceptable or unacceptable or in the case of a testing role play, pass or fail.
- J. Role plays may be videotaped and will be documented as a pass/fail based on the contributing factors aforementioned. Evaluations will be signed by the recruit to acknowledge their evaluation.
- K. All recruits will successfully complete role plays with but not limited to the following criteria:
 - a. De-escalation with no force
 - b. Use of deadly physical force
- L. Role plays may include single deputy response or multiple deputy response. Role plays will be evaluated with both critical and non-critical objectives. Failure to meet a critical objective will result in a failure of the role play.
- M. If a firearms role play is categorized as training, it will not be documented as pass/fail but as acceptable/unacceptable. If a recruit completes the role play with little to no guidance from a firearms instructor the recruit's performance will be evaluated as acceptable. If a recruit requires moderate to significant guidance the recruit's performance will be evaluated as unacceptable. The recruit may be given the opportunity to re-do the role play again after a debrief. If the recruit then performs at an acceptable level they will be evaluated as acceptable as a re-do. If the recruit's performance is still evaluated as unacceptable, they will be identified as needing remediation. Remedial training may be provided at the discretion of the Firearms Coordinator. Further attempts at the role play are at the discretion of the Firearms Coordinator.
- N. If a testing role play is failed, the recruit will have another attempt to pass the same role play or a similar role play, testing the same or similar objectives, at the discretion of the Firearms Coordinator. If the role play is failed a second time, it is a failure of the specific role play administered and remedial training will be initiated. The recruit will continue with remaining required role plays at the discretion of the Firearms Coordinator.
- O. After the amount of remedial approved by the Firearms Coordinator is complete, the recruit will participate in the same failed role play or a similar role play testing the same or similar objectives. If the recruit fails the tested role play again there will be no more attempts. The Commander of Staff Services will be notified by IDC and provide further direction.

F Remedial Training

1. Remedial training is provided at the discretion of the Firearms Coordinator.
2. Throughout the curriculum, if a recruit is observed lacking proficiency in the aforementioned training requirements, a MB-176 Counseling Memorandum will be completed by a designated firearms instructor describing why remedial training is being given which will be signed by the recruit as acknowledgement. A copy of the Counseling Memorandum will be placed in the recruit's academy SIDL. The original will be forwarded to the Training Coordinator.

1. A remedial firearms training form will be completed by a firearms instructor detailing why remedial training is being given and the steps taken to correct the deficiency. This form will be submitted to the Firearms Coordinator.
2. A recruit will be afforded up to 12 hours of remedial training throughout the BCPC curriculum. Remedial firearms training forms will be completed by a firearms instructor the day of training detailing the steps taken to correct that deficiency.
3. If additional hours are requested by the Firearms Coordinator, the Commander of Staff Services will be notified by IDC and provide further direction.
4. All remedial training documentation will be approved by the Firearms Coordinator and retained in the recruit's file.

IV. Physical Fitness Training (PT)

A. Candidate Requirements (Pre-hire):

1. All candidates for hire shall be required to successfully complete a one-minute timed sit-up test, a one-minute timed push-up test, and a 1.5-mile run.
2. Performance must meet or exceed the 40th percentile for the candidate's age and gender, in accordance with Cooper Institute standards.
3. Successful completion of the physical fitness training assessment does not guarantee employment.

Cooper Standards 40th Percentile

Male (Age)	Sit-Ups	Push-Ups	1.5 Mile Run	Female (Age)	Sit-Ups	Push-Ups	1.5 Mile Run
20-29	38	29	12:29	20-29	32	15	15:05
30-39	35	24	12:53	30-39	25	11	15:56
40-49	29	18	13:50	40-49	20	9	17:11

B. Recruit Training Requirements:

1. All recruits shall be required to successfully complete a one-minute timed sit-up test, a one-minute timed push-up test, and a 1.5-mile timed run.
2. Performance must meet or exceed the 60th percentile for the recruit's age and gender, in accordance with Cooper Institute standards.
3. All recruits must successfully complete the physical fitness program.

C. The following factors will determine whether a recruit will pass or fail Physical Fitness Training:

1. Recruit's performance must meet or exceed the 60th percentile for the recruit's age

and gender, in accordance with Cooper Institute standards,

Cooper Standards 60th Percentile

Male (Age)	Sit-Ups	Push-Ups	1.5 Mile Run	Female (Age)	Sit-Ups	Push-Ups	1.5 Mile Run
20-29	42	37	11:27	20-29	38	21	13:25
30-39	39	30	11:49	30-39	29	15	14:33
40-49	34	24	12:25	40-49	24	13	15:17

C. Physical Training Assessments.

1. All physical fitness training assessments shall be administered by DCJS-certified physical fitness training instructors.
2. Assessment scores, as calculated and recorded by the instructors, shall be considered final.
3. All assessments shall be conducted in the following order:
 - a. One-minute timed sit-up
 - b. One-minute timed push-up
 - c. Timed one-and-one-half (1.5) mile run

D. Academy Curriculum:

1. Each recruit shall receive a minimum of sixty-five (65) hours of physical fitness training throughout the academy curriculum. These hours shall consist of structured workouts and education led by DCJS-certified physical training instructors.
2. Workouts shall include, but are not limited to:
 - a. Calisthenics
 - b. Varied running techniques
 - c. Obstacle navigation
3. All exercises and activities shall be demonstrated by a physical fitness instructor prior to recruit participation.
4. Physical fitness training shall be conducted both on campus at the Public Safety Training Facility (PSTF) and off campus at approved local facilities and parks.
5. Recruits shall be expected to complete workout sessions ranging from one (1) to four (4) hours in duration, with rest periods provided at the discretion of the physical fitness instructors.
6. All recruits shall have their physical fitness formally assessed a minimum of three (3)

times during the academy. These assessments shall be conducted in accordance with the recruit requirements for successful completion of the academy.

E Remedial Training:

1. Remedial training is provided at the discretion of the Physical Fitness Coordinator.
2. Throughout the curriculum, if a recruit is observed lacking proficiency in the aforementioned training requirements, a MB-176 Counseling Memorandum will be completed by a designated physical fitness training instructor describing why remedial training is being given which will be signed by the recruit as acknowledgement.
3. A recruit can complete no more than twenty-two (22) hours of remedial training throughout the physical fitness curriculum.
4. If additional hours are requested by the Physical Fitness Coordinator, the Commander of Staff Services will be notified by IDC and provide further direction.
5. All remedial training documentation will be approved by the Physical Training Coordinator and retained in the recruit's file.

V. Emergency Vehicle Operation and Control (EVOC)

- A. All recruits must complete the EVOC training program.
- B. All EVOC trainings will be in compliance with DCJS guidelines and standards.
- C. Training will include but not be limited to:
 1. Eight (8) hours of classroom instruction.
 2. Minimum of sixteen (16) hours of driving courses.
 - a. Mock pursuit training which will include but not be limited to:
 - i. Driving
 - ii. Situational awareness
 - iii. Maintaining control of a police vehicle during emergency operation
 - iv. Utilizing the radio during emergency operation
 - v. Working in tandem with another police vehicle
 - vi. Consideration of pursuit termination techniques
 - vii. Understanding and adherence to MCSO PBGO-007 Emergency Driving
- D. The following factors will determine whether a recruit will pass or fail their New York State DCJS BCPO EVOC training:
 1. Pass all established courses in the specified timeframe.

2. Show competency in normal driving vehicular control and operation.
3. Show competency in emergency driving vehicular control and operation.

D Remedial Training:

1. Remedial training is provided at the discretion of the EVOC Coordinator.
2. Throughout the curriculum, if a recruit is observed lacking proficiency in the aforementioned training requirements, a MB-176 Counseling Memorandum will be completed by a designated EVOC instructor describing why remedial training is being given which will be signed by the recruit as acknowledgement.
3. A recruit can complete no more than three (3) hours of remedial training throughout the EVOC curriculum.
4. If additional hours are requested by the EVOC Coordinator, the Commander of Staff Services will be notified by IDC and provide further direction.
5. All remedial training documentation will be approved by the EVOC Coordinator and retained in the recruit's file.

VI. Reality Based Training Role Plays (RBT)

- A.** The goal of RBT is to improve a recruit's ability in the particular topic area. There are several types of scenarios which can be used during RBT. Each type has a different purpose and this will guide the design of the scenario. RBT is a method of administering role plays and may or may not be used in a particular academy.

1. Teaching based scenario.
 - a. Primary purpose is to learn or refresh a particular topic or skill. Exercise Control Instructor should focus on coaching the recruit through the scenario. This is not an evaluated role play.
2. Evaluation and training scenario.
 - a. Full length role plays with pre-determined objectives. Exercise Control Officer will give the amount of coaching needed to meet the objectives. This role play may be evaluated as an acceptable / unacceptable training role play.
 - b. If a recruit completes the role play with little to no guidance from the Exercise Control Officer the recruit's performance will be evaluated as acceptable. If a recruit requires moderate to significant guidance the recruit's performance will be evaluated as unacceptable. The recruit may be given the opportunity to re-do the role play again after a debrief. If the recruit then performs at an acceptable level they will be evaluated as acceptable as a re-do. If the recruit's performance is still evaluated as unacceptable, they will be identified as needing remediation. Remedial training may be provided. Further attempts at the role play are at the discretion of the relevant skill training unit coordinator.
3. Evaluation and testing:

- a. Full-length role play with pre-determined objectives. The recruit must have all the knowledge to successfully complete the role play. This type of role play cannot be utilized unless the recruit has successfully passed all relevant training curriculum as stated above. This type of role play is not designed to teach skills. This role play will be evaluated as a pass / fail.
- b. If role play is failed, the recruit will have another attempt to pass the same role play or a similar role play, testing the same or similar objectives, at the discretion of the relevant skill training unit coordinator. If the role play is failed a second time, it is a failure of the specific role play administered and remedial training will be initiated. The recruit will continue with remaining required role plays.
- c. After the amount of remedial approved by the relevant skill training unit coordinator is complete, the recruit will participate in the same failed role play or a similar role play testing the same or similar objectives. If the recruit fails the role play again there will be no more attempts. The Commander of Staff Services will be notified by IDC and provide further direction.

VII. Certified Police Officers hired as Part-Time and Lateral hires.

All certified police officers being hired as part-time and lateral transfers must successfully complete mandatory defensive tactics, firearms and emergency vehicle operation and control training including required proficiency testing and qualifications prior to the field training (FTO) phase.

A. Defensive Tactics Training Requirements:

1. Complete a minimum of twelve (12) hours of defensive tactics training.
2. Successfully pass a defensive tactics proficiency test administered by a certified defensive tactics instructor.
3. If the Defensive Tactics Coordinator determines the member did not satisfactorily demonstrate sufficient proficiency in either the defensive tactics training or proficiency test, the Commander of Staff Services will be notified by an IDC and provide further direction.
4. If the Defensive Tactics Coordinator determines more training is required, refer to section II, Defensive Tactics – Training Requirements (DT) H. Remedial Training of this order for guidance.

B. Firearms Training Requirements:

1. Eight (8) hours of firearms training is required if the member's prior firearms qualification took place outside the Public Safety Training Facility (PSTF).
2. Four (4) hours of firearms training is required if the member's training occurred at the PSTF.
3. Complete and pass the agency approved qualifying courses of fire (minimum 75%).
4. If the Firearms Coordinator determines the member did not satisfactorily demonstrate sufficient proficiency, the Commander of Staff Services will be notified by an IDC and provide further direction.

C. Emergency Vehicle Operation and Control (EVOC)

- I. Four (4) hours of EVOC training to include but not limited to the following criteria:
 - a. Classroom lecture regarding relevant General Orders and policies.
 - b. Real time driving with an EVOC instructor to include rural, suburban and highway driving.
- IX. Four (4) hour refresher training regarding NYSPL Article 35 Defense of Justification
- E. Four (4) hours of decision-making virtual role plays
- F. Mandatory Pre-FTO Completion

Members must pass Defensive Tactics, Firearms and EVOC training before they can be authorized to begin FTO. Staff Services must verify all passing scores and ensure completion is documented in the training file. All training hours, proficiency test results, qualification scores, and IDC submissions must be documented in accordance with Staff Services procedures. Documentation will be maintained in the member's training file.

VIII. Use of Videography and Recording Devices During Training

The use of cameras and/or video cameras to record recruit performance during dynamic situations may be utilized at the discretion of the coordinator of the specific discipline being trained or tested. Recordings will be videotaped on a department issued camera. Personal cellphones will not be utilized. The recordings may be utilized to review and assess recruit performance and also to provide temporary documentation of the performance. At the discretion of the program coordinator, the recruit may view the video in order to self-identify performance issues. The recordings will be maintained in a digital file by the Staff Services Training Unit Coordinators. All recordings will be kept until the recruit achieves permanent status. Once a recruit achieves permanent status the recordings of academy training will be deleted.

Note: Body Worn Camera footage used as a part of recruit academy role play scenarios will be stored by the PSTF in accordance with PSTF directives and regulations.

IX. Recruit Accountability

During the first week of the academy recruits will acknowledge and sign the Police Bureau Form PB-365 MCSO Police Bureau Recruit Academy Expectations reflecting the policy in this order. The signed form will be kept as a part of their training record.

By Order of the Sheriff,

Todd K. Baxter