



Date: November 16, 2018
To: **WATCH REPORT**
From: Paula Gallegos, Administrator, Personnel Division
Subject: **2018 SERGEANT EXAM PROCESS**

The Police Sergeant Promotional List will expire on 06/06/2019. The Department is working with Civil Service to schedule a promotional examination process. **Exact dates are being finalized and will be announced in the near future.**

The exam will be open to current classified Long Beach Police Officers with at least three years' permanent service as a Police Officer (including time served as Police Recruit) prior to the filing deadline. Current classified Long Beach Police Corporals are also eligible.

The study list for the examination process is listed starting on page 2 of this Watch Report. Candidates sitting for the Sergeant's Examination should be prepared to answer questions that test knowledge of specific sections drawn from the Long Beach Police Department Manual, specific Long Beach Police Department Training Bulletins, specific chapters from the California Peace Officer's Legal Source Book, California Government Code Section 3300, as well as several general City of Long Beach documents.

In addition to these subjects, candidates successfully advancing beyond the first portion of the examination may also be required to demonstrate their knowledge and familiarity with the law enforcement ethics and principles and understand their application to the Long Beach Police Department in subsequent stages of the examination process.

All documents and links for the study list below are being compiled in the "2018 Police Sergeant's Exam" folder in the Laserfiche Document Library. A link to the folder is included below and all materials will be available and accessible no later than Tuesday, November 20, 2018. To access the document library via this link, you will use the same user ID and password that you use when logging into your computer:

[2018 Police Sergeant's Exam Folder](#)

If you have any questions, please feel free to contact me at extension 87310.

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2018 Sergeant Exam Process Watch Report

2018 Sergeant Exam Study List

Law Enforcement Principles and Ethics

- Long Beach Department Strategic Vision, Priorities, and Core Values
- Sir Robert Peel's Nine Principles of Policing
- Law Enforcement Code of Ethics
- The Six Pillars of the President's Task Force on 21st Century Policing May 2015

City of Long Beach Labor Document and Policies

- Current Memorandum of Understanding between the City of Long Beach and the Long Beach Police Officers Association
- 2018 LBPD Annual Review of City Policies
 - City Computer, Email and Internet Use
 - California Penal Code on Child Abuse (Section 11166)
 - Discrimination Complaints
 - Injury and Illness Prevention Program

California Government Code

- Government Code Sections 3300-3313

City of Long Beach Administrative Regulations

- 8-10 Policy Regarding Sexual Harassment
- 8-17 Use of Electronic Mail System
- 8-30 Use of City Computers and Related Equipment and Use of Email and Internet
- 36-3 Policy Relating to Employee Alcohol and Drug Use
- 36-4 Policy Relating to Workplace Threats and Violence

Long Beach Police Department Manual

- 2.2.2 Command of Scene - Incident Command
- 2.7 Police Sergeant (all subsections)
- 3 Personal Conduct (all subsections)
- 4.1 Internal Affairs Division (all subsections)
- 6.1 Community Relations (subsections below)
 - 6.1.1.4 - Media Access to Incident Scenes
 - 6.1.1.5 - Notifications to Public Information Officer
 - 6.1.1.6 - Department Employee Communication with Media
- 6.5.14 Hospitalization of Inmates (all subsections)
- 6.6 Personnel (all subsections)
- 6.7 Supplies and Maintenance (subsections below)
 - 6.7.2 Assignment & Control of Patrol Vehicles
 - 6.7.8 Department Vehicles
 - 6.7.9 Accidents Involving City Vehicles
 - 6.7.12 Automated Vehicle Location (AVL) Policy

- 6.7.13 Tactical Blankets
- 6.8.5 Firearms - Shooting Policy
- 6.8.14 Impact Weapons - Baton, Police Utility Type Flashlight & Sap (all subsections)
- 6.9 Uniforms & Personal Equipment (subsections below)
 - 6.9.1 General Uniform Requirements
 - 6.9.1.1 Inspections – Uniform
 - 6.9.2.2 Civilian Clothing
- 7.1 Field Operations (all subsections)
- 7.2.1 Suspicious Activity Reporting (SAR) Incidents Potentially Related to Foreign or Domestic Terrorism
- 7.3 Communications (subsections below)
 - 7.3.3 Communications – Mutual Aid with Orange County Law Enforcement
 - 7.3.7 Foreign Jurisdiction – Police Investigations Outside the City of Long Beach
 - 7.3.9 Silent Dispatching
- 7.4 Accident Investigation & Traffic (all subsections)
- 7.5 Emergency Operations/Critical Incidents (all subsections)
- 7.7 Police Service Dog Unit (PSDU) (all subsections)
- 7.8 Long Beach Police Department Body Worn Camera (BWC) Policy (all subsections)
- 8.2 Gangs and Violent Crimes (GVC) Division (subsections below)
 - 8.2.1 Homicide Detail Call-Outs (all subsections)
 - 8.2.2 Report Filing for All Officer Involved Firearms Discharge and In-Custody Death Incidents (all subsections)
 - 8.2.3 Intentional Firearms Discharge and In-Custody Death Investigations (all subsections)
 - 8.2.4 Unintentional Firearms Discharge and Animal Shootings (all subsections)
 - 8.2.6 Compelled Statements (all subsections)
 - 8.2.9 Hate Crimes and Hate- or Bias-Motivated Incidents (all subsections)
 - 8.2.10 Crimes Against Peace Officers
 - 8.2.11 Violent Crimes Detective – Notification
 - 8.7.1 Domestic Violence/Sexual Assault Resources Form
 - 8.7.3 Domestic Abuse Response Team (all subsections)
 - 8.7.4 Sexual Assault Response Team (SART) – Watch Commander Call-Out Procedure (all subsections)
- 8.3.12 Identification Technician
- 8.4 Juvenile (All Subsections)
- 8.7.7 Child Abuse Response Team (All Subsections)
- 8.7.8 Suspected Child Abuse Report (All Subsections)
- 9.2.1 Notification to School Authorities of the Arrest of School Employees

Long Beach Police Department Training Bulletins

- 4 - LBGTQ Terminology
- 36 - Fundamentals of Crowd Control
- 37 - Drill Instructions
- 38 - Squad Tactics and Formations
- 40 - Mobile Field Force Tactics - Squad Vehicle Formations

- 41 - Mobile Field Force Tactics - Citizen Rescue
- 62 - Mentally Ill Persons
- 202 - Communicated Threats Reported by Psychotherapist
- 204 - Field Shotgun Inspection by Patrol Officers
- 205 - Proper Handling of Prisoner Property
- 211 - Unloading Firearms
- 218 - Sex Offender Status - Community & Individual Notification of Sex Offenders (Megan's Law)
- 221 - Tire Deflation Device
- Federal Immigration Enforcement SPECIAL ORDER
- Transgender Individuals SPECIAL ORDER

Legal Source Book

- Chapter 2 – Search and Seizure PERSONS
- Chapter 3 – Search and Seizure PREMISES
- Chapter 4 – Search and Seizure VEHICLES
- Chapter 5 – Section VII, Search and Seizure PROBATION and PAROLE
- Chapter 14 – Section II, Juvenile Law Taking Juveniles into Custody