

Date: March 23, 2021

To: **WATCH REPORT**

From: Ken Walker, Acting Administrator, Personnel Division <sup>KW</sup>

Subject: **2021 SERGEANT EXAM PROCESS UPDATED**

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A Watch Report was sent out March 11, 2021 with information regarding the next Police Sergeant promotional examination process. **New items have been added to the study list and are listed in red.**

The exam will be open to current classified Long Beach Police Officers with at least three years of 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 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, Long Beach Police Department Training Bulletins, 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 items above, 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 "2021 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. 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:**

**[2021 Police Sergeant's Exam Folder](#)**

## **2021 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
- **Integrating Communications, Assessment and Tactics**

### **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
- 8-30 Use of City Technology, Equipment, and Resources
- 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
- 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
- Use of Force SPECIAL ORDER
- Early Intervention Program SPECIAL ORDER
- Social Media SPECIAL ORDER
- Stop Data Collection SPECIAL ORDER
- Use of Force SB392 SPECIAL ORDER
- Bias-Free Policing 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

If you have any questions, please feel free to contact Acting Personnel Administrator Ken Walker at extension 87310.

KW:kw  
2021 Sergeant Exam Process Watch Report Updated

**RUN FOR 21 DAYS**