



Burbank Police Department

Michael Albanese, Chief of Police

TRAINING PLAN

COURSE TITLE: Supervisor Training (Sworn)

INSTRUCTOR(S): Various

TOTAL COURSE TIME: 4 hours

TRAINING DATE(S): March 16, 2022 & March 17, 2022

LEARNING OBJECTIVE(S): Refresher training on supervisory responsibilities and procedures pertaining to the topics listed below.

COMPLETION STANDARDS: All sergeants and lieutenants must attend one, 4-hour training session.

INSTRUCTIONAL METHOD: In-person lecture; question and answer periods

INSTRUCTIONAL MATERIALS: Power Points; Handout materials

APPROVAL: Lt. Green

COURSE CONTENT	INSTRUCTOR NOTES
<ul style="list-style-type: none">• On-duty injuries/Workers Comp• Electronic training request procedures• POST CPT hours requirements• NIBRS crime reporting• Complaint intake process• Body worn camera updates• Racial & Identity Profiling Act (RIPA)• Death investigations• Time management / staff work• Domestic violence laws & procedures• Officer Wellness	Instructors will provide an overview and refresher training on supervisor responsibilities related to the topics listed.