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| **Wisconsin Law Enforcement Accreditation Group**  **AGENCY NAME HERE**  **3-Year Proof Verification under the 2nd Edition – Core Verification Standards** | | | | | | | | | | | |
| *Last Updated 1/30/2017* | | | |  | **Initial Verification** | | | |  | **Re-Verification** | |
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|  | |  | | | | **Year** | **Year** | **Year** | | | **Agency Specific Proofs** |
|  | |  | | | | **XXXX** | **YYYY** | **ZZZZ** | | |
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|  | 1.2.4 | | Harassment in the Workplace | | |  |  |  | | |  |
|  | 1.2.5 | | Locker Room Privacy | | |  |  |  | | |  |
|  | 1.6.1 | | Agency Jurisdiction | | |  | | | | |  |
|  | 1.6.1.1 | | The geographic boundaries of the agency’s territorial jurisdiction. | | |  |  |  | | |  |
|  | 1.6.1.2 | | Guidelines for exercising extraterritorial jurisdiction, both on and off duty, as outlined in §175.40. | | |  |  |  | | |  |
|  | 1.6.1.3 | | Agency responsibilities with respect to incidents involving concurrent jurisdiction. | | |  |  |  | | |  |
|  | 1.6.2 | | Mutual Aid | | |  |  |  | | |  |
|  | 1.7.7 | | Strip Searches | | |  |  |  | | |  |
|  | 1.7.8 | | Bias-Based Policing | | |  | | | | |  |
|  | 1.7.8.1 | | A definition of bias based profiling, to include any law enforcement initiated action that relies upon common traits associated with belonging to a certain group; such as race, color, national origin, ancestry, religion, political affiliation, disability, marital status, ethnicity, gender, sexual orientation, economic status, age, cultural group, or any other identifiable characteristics. | | |  |  |  | | |  |
|  | 1.7.8.2 | | Agency personnel may use common traits as outlined above in selecting whom they stop when a person matches the specific description of an individual who is suspected of engaging in criminal behavior. | | |  |  |  | | |  |
|  | 1.9.1 | | Agency Investigation of Complaints | | |  | | | | |  |
|  | 1.9.1.1 | | Complaints that are to be investigated by line supervisors. | | |  |  |  | | |  |
|  | 1.9.1.2 | | Complaints that are to be investigated by the internal affairs function. | | |  |  |  | | |  |
|  | 1.9.1.3 | | Complaints that are to be reviewed by the internal affairs function. | | |  |  |  | | |  |
|  | 1.9.1.4 | | Written procedures for filing a complaint are made available to the public and include a prohibition against filing a false complaint as outlined in §§66.0511(3) and 946.66, Wis. Stats. | | |  |  |  | | |  |
|  | 2.4.5 | | Medical Examinations | | |  |  |  | | |  |
|  | 2.7.1 | | Part-time Officers | | |  |  |  | | |  |
|  | 2.8.1 | | Auxiliary Personnel | | |  | | | | |  |
|  | 2.8.1.1 | | A statement establishing auxiliaries as non-sworn personnel. | | |  |  |  | | |  |
|  | 2.8.1.2 | | An explanation of the duties and scope of authority of auxiliary personnel. | | |  |  |  | | |  |
|  | 2.8.1.3 | | A requirement that uniforms, if worn, clearly distinguish auxiliary personnel from sworn officers. | | |  |  |  | | |  |
|  | 2.8.1.4 | | A requirement that auxiliary personnel receive training related to their authorized and assigned duties. | | |  |  |  | | |  |
|  | 2.8.1.5 | | Liability protection and indemnification for auxiliary personnel acting within the scope of their authority. | | |  |  |  | | |  |
|  | 2.8.2 | | Reserve Police Officers | | |  | | | | |  |
|  | 2.8.2.1 | | A description of the selection process for reserve police officers, which must satisfy all requirements for the hiring of police officers established by the Wisconsin Law Enforcement Standards Board. It is understood that the selection process for reserve police officers might vary from the selection process for full and part-time officers used by the agency. | | |  |  |  | | |  |
|  | 2.8.2.2 | | An explanation of the duties and responsibilities, scope of authority, and supervision of reserve police officers. | | |  |  |  | | |  |
|  | 2.8.2.3 | | A requirement that uniforms, if worn, clearly distinguish reserve police officers from full or part-time officers. | | |  |  |  | | |  |
|  | 2.8.2.4 | | A requirement that reserve police officers receive training related to their authorized and assigned duties, as well as all training necessary to achieve and maintain their status as certified law enforcement officers. | | |  |  |  | | |  |
|  | 2.8.2.5 | | Liability protection and indemnification for reserve police officers acting within the scope of their authority. | | |  |  |  | | |  |
|  | 4.2.1 | | Disciplinary System | | |  | | | | |  |
|  | 4.2.1.1 | | Criteria and procedures for the use of counseling and remedial training. | | |  |  |  | | |  |
|  | 4.2.1.2 | | Criteria and procedures for punitive actions, such as but not limited to: oral reprimand, written reprimand, loss of leave, suspension, demotion and dismissal. | | |  |  |  | | |  |
|  | 4.2.1.3 | | Recognition of employment rights and procedural safeguards as outlined in Chapter 164, Wis. Stats., Law Enforcement Officers’ Bill of Rights. | | |  |  |  | | |  |
|  | 5.1.1 | | Use of Force | | |  |  |  | | |  |
|  | 5.3.1 | | Use of Force Reporting | | |  | | | | |  |
|  | 5.3.1.1 | | When a firearm is discharged except in a training situation or for lawful recreational purposes. | | |  |  |  | | |  |
|  | 5.3.1.2 | | When an action results in, or is alleged to have resulted in, injury or death of another person. | | |  |  |  | | |  |
|  | 5.3.1.3 | | When force is applied through the use of a lethal or less lethal weapon. | | |  |  |  | | |  |
|  | 5.3.1.4 | | When weaponless physical force is applied at a level defined by the agency. | | |  |  |  | | |  |
|  | 5.3.2 | | Post Use of Force Incident Review | | |  |  |  | | |  |
|  | 5.3.4 | | Annual Use-of-Force Analysis | | |  |  |  | | |  |
|  | 6.1.4 | | Vehicle Pursuits | | |  | | | | |  |
|  | 6.1.4.1 | | Evaluation of the current situation and preceding events. | | |  |  |  | | |  |
|  | 6.1.4.2 | | Authority, responsibility and role of the officer initiating the pursuit, back up units, supervisory personnel and dispatchers. | | |  |  |  | | |  |
|  | 6.1.4.3 | | Guidance on use of marked, unmarked, or other types of police vehicles in the pursuit. | | |  |  |  | | |  |
|  | 6.1.4.4 | | Guidance on use of roadblocks and other forcible means of stopping a fleeing vehicle. | | |  |  |  | | |  |
|  | 6.1.4.5 | | Criteria for mandated and voluntary termination of pursuit. | | |  |  |  | | |  |
|  | 6.1.4.6 | | Guidance for inter-agency pursuits involving agency personnel who initiate a pursuit that leaves the jurisdiction, as well as requests for assistance by another agency in pursuit within or out of its jurisdiction. | | |  |  |  | | |  |
|  | 6.1.4.7 | | Incident documentation, administrative review, and/or annual state reporting requirements. | | |  |  |  | | |  |
|  | 6.1.8 | | Anatomical Gifts | | |  |  |  | | |  |
|  | 6.1.9 | | Mobile/Wearable Video Recorders | | |  | | | | |  |
|  | 6.1.9.1 | | Circumstances requiring system activation/deactivation. | | |  |  |  | | |  |
|  | 6.1.9.2 | | Data security and access. | | |  |  |  | | |  |
|  | 6.1.9.3 | | Data storage and retention. | | |  |  |  | | |  |
|  | 6.1.10 | | Emergency Detentions | | |  |  |  | | |  |
|  | 6.1.11 | | Criminal Trespass to Dwellings | | |  |  |  | | |  |
|  | 6.2.5 | | Traffic Stops and Approach to Violator’s Vehicle | | |  | | | | |  |
|  | 6.2.5.1 | | Approach contacts. | | |  |  |  | | |  |
|  | 6.2.5.2 | | Non-approach contacts. | | |  |  |  | | |  |
|  | 6.2.5.3 | | High-risk contacts. | | |  |  |  | | |  |
|  | 6.3.6 | | Adult Custodial Interrogation | | |  |  |  | | |  |
|  | 6.3.7 | | Eyewitness Identification | | |  |  |  | | |  |
|  | 6.3.8 | | Officer Involved Critical Incidents | | |  | | | | |  |
|  | 6.3.8.1 | | Separation of the criminal investigation and administrative review. | | |  |  |  | | |  |
|  | 6.3.8.2 | | Responsibility for the criminal investigation and administrative review. | | |  |  |  | | |  |
|  | 6.3.8.3 | | Adherence to guidelines outlined in §175.47, Wis. Stats., in the event the critical incident involves the death of an individual from an act or omission of an officer, or is likely to result in death. | | |  |  |  | | |  |
|  | 6.3.8.4 | | Protection of the officer’s legal rights and psychological well-being. | | |  |  |  | | |  |
|  | 6.3.8.5 | | Removal from, and return to, full duty for the involved officer. | | |  |  |  | | |  |
|  | 6.3.8.6 | | Timely notification of the officer’s family, to include procedures for when the officer is seriously injured or killed. | | |  |  |  | | |  |
|  | 6.3.8.7 | | Post incident procedures such as critical incident stress debriefing and post-traumatic stress. | | |  |  |  | | |  |
|  | 6.3.9 | | Domestic Abuse | | |  | | | | |  |
|  | 6.3.9.1 | | Actions of the responding officers. | | |  |  |  | | |  |
|  | 6.3.9.2 | | The circumstances under which an officer should arrest a possible offender. | | |  |  |  | | |  |
|  | 6.3.9.3 | | Informing the victim when the alleged offender will be released. | | |  |  |  | | |  |
|  | 6.3.9.4 | | Informing the victim of the availability of shelters and services in the community, the availability of legal rights and remedies, and the right to contact a domestic violence victim service provider to create a personal safety plan. | | |  |  |  | | |  |
|  | 6.3.9.5 | | Preparation and delivery of a written report to the district attorney if an officer did not arrest a suspect, yet has reasonable grounds to believe that a person is committing or has committed domestic abuse. | | |  |  |  | | |  |
|  | 6.3.10 | | Officer Involved Domestic Violence | | |  | | | | |  |
|  | 6.3.10.1 | | Early intervention and education efforts. | | |  |  |  | | |  |
|  | 6.3.10.2 | | Incident response guidelines, to include seizing and removing agency-issued weapons from an involved officer. | | |  |  |  | | |  |
|  | 6.3.10.3 | | Victim safety and protection measures. | | |  |  |  | | |  |
|  | 6.3.10.4 | | Procedures for post-incident administrative and criminal decisions. | | |  |  |  | | |  |
|  | 6.3.11 | | Prescription Drug Monitoring Program | | |  |  |  | | |  |
|  | 6.6.1 | | Juvenile Operations | | |  |  |  | | |  |
|  | 6.6.2 | | Juvenile Offenders | | |  | | | | |  |
|  | 6.6.2.1 | | Release with no further action. | | |  |  |  | | |  |
|  | 6.6.2.2 | | Citations or summonses to appear at intake in lieu of being taken into custody. | | |  |  |  | | |  |
|  | 6.6.2.3 | | Referral to juvenile court. | | |  |  |  | | |  |
|  | 6.6.3 | | Juveniles in Custody | | |  | | | | |  |
|  | 6.6.3.1 | | Type of offense. | | |  |  |  | | |  |
|  | 6.6.3.2 | | Threat of harm or danger to, or by, the juvenile. | | |  |  |  | | |  |
|  | 6.6.3.3 | | Protection of the constitutional rights of juveniles. | | |  |  |  | | |  |
|  | 6.6.3.4 | | Expeditious transport to and processing at the intake facility (unless there is a need for emergency medical treatment). | | |  |  |  | | |  |
|  | 6.6.3.5 | | Assurance that a juvenile status offender will not be held in a secure setting, to include municipal lockups, temporary detention areas, or securing to an immovable object. | | |  |  |  | | |  |
|  | 6.6.3.6 | | Notification of parents/guardians that their child has been taken into custody. | | |  |  |  | | |  |
|  | 6.6.4 | | Juvenile Custodial Interrogation | | |  | | | | |  |
|  | 6.6.4.1 | | Mandatory electronic recording of custodial interviews. | | |  |  |  | | |  |
|  | 6.6.4.2 | | Contact with parents or guardians. | | |  |  |  | | |  |
|  | 6.6.4.3 | | Duration of interrogation and the number of officers involved in the interrogation. | | |  |  |  | | |  |
|  | 6.6.5 | | Missing Juvenile Investigations | | |  | | | | |  |
|  | 6.6.5.1 | | Requirements for activation of Amber Alert Systems. | | |  |  |  | | |  |
|  | 6.6.5.2 | | Requirements for an initial investigation. | | |  |  |  | | |  |
|  | 6.6.5.3 | | Follow up investigations. | | |  |  |  | | |  |
|  | 6.6.5.4 | | Supervisory control and notification. | | |  |  |  | | |  |
|  | 6.6.6 | | Relinquishing Custody of Newborns | | |  |  |  | | |  |
|  | 6.6.7 | | Reporting of Child Abuse | | |  |  |  | | |  |
|  | 7.1.1 | | Search of Detainees | | |  |  |  | | |  |
|  | 7.2.4 | | Temporary Detention Procedures | | |  | | | | |  |
|  | 7.2.4.1 | | Completion of an intake form on each detainee as outlined in 7.3.9. | | |  |  |  | | |  |
|  | 7.2.4.2 | | Security inspection for weapons, contraband, and overall condition prior to the use of a temporary detention room and immediately after the room is vacated. | | |  |  |  | | |  |
|  | 7.2.4.3 | | In-person, visual monitoring of detainees at 15 minute intervals. | | |  |  |  | | |  |
|  | 7.2.4.4 | | Maintenance of observation logs documenting the visual monitoring activities required by 7.2.4.3. | | |  |  |  | | |  |
|  | 7.2.4.5 | | Visual and auditory separation of adult and juvenile detainees. | | |  |  |  | | |  |
|  | 7.2.4.6 | | Absent exceptional circumstances, a period of temporary detention of no more than two hours. | | |  |  |  | | |  |
|  | 7.2.4.7 | | Personnel in direct, continuing contact with detainees require training covering the practice of temporary detention. | | |  |  |  | | |  |
|  | 9.1.10 | | Inter-Jurisdictional Communications | | |  |  |  | | |  |
|  | 10.1.1 | | Records Security | | |  | | | | |  |
|  | 10.1.1.1 | | Separation of juvenile criminal records from adult criminal records. | | |  |  |  | | |  |
|  | 10.1.1.2 | | Policies and procedures governing collection, retention, storage and release of juvenile fingerprints, photographs, and other methods of identification. | | |  |  |  | | |  |
|  | 10.1.1.3 | | Appropriate security measures for agency files, to include access limitations. | | |  |  |  | | |  |
|  | 10.2.1 | | Open Records | | |  |  |  | | |  |
|  | 10.2.2 | | Records Retention | | |  |  |  | | |  |
|  | 11.1.2 | | Evidence Collection | | |  |  |  | | |  |
|  | 11.2.6 | | System Integrity | | |  | | | | |  |
|  | 11.2.6.1 | | Semi-annual inspections, by the person in charge of the property and evidence control function (or his/her designee), intended to assess compliance with policies and procedures governing property and evidence management and control. These inspections must be conducted independent of any other required inspections or audits. The “person in charge of the property and evidence control function” implies an individual in the organization who oversees the person(s) performing the property and evidence control function. | | |  |  |  | | |  |
|  | 11.2.6.2 | | An annual audit of property and evidence conducted by a supervisor not directly associated with the property control function. This audit must be conducted independent of other required audits or inspections. It should focus on high risk items; e.g., money, drugs, jewelry, firearms, but may be expanded to include other items. To ensure the integrity of the system and accountability for all property and evidence, the audit should incorporate a one-tailed test of statistical significance to test accuracy within a 95% degree of confidence and a +/- error rate of 4%. The appropriate sample size for such a test can be found in the table located in the context. | | |  |  |  | | |  |
|  | 11.2.6.3 | | Random, unannounced inspections and/or audits are conducted at the discretion of the agency’s chief executive officer. At least one random inspection and/or audit will occur annually. In the event of a random audit, the size of the sample to be audited will be determined by the chief executive officer. | | |  |  |  | | |  |
|  | 11.2.6.4 | | A comprehensive audit of property and evidence whenever the primary person responsible for property and evidence control is replaced for any reason. The audit should be conducted jointly by the new property custodian and a person designated by the CEO. To ensure the integrity of the system and accountability for all property and evidence, the audit should incorporate a two-tailed test of statistical significance to test accuracy within a 95% degree of confidence and a +/- error rate of 4%. The appropriate sample size for such a test can be found in the table located in the context. An error rate that exceeds 5% of the sample size will require a full inventory of all high-risk property and evidence. | | |  |  |  | | |  |
|  | 12.2.3 | | Recruit Training | | |  |  |  | | |  |
|  | 12.2.4 | | Field Training | | |  | | | | |  |
|  | 12.2.4.1 | | A minimum duration of four weeks. | | |  |  |  | | |  |
|  | 12.2.4.2 | | A rotation of field training assignments to ensure broad experience. | | |  |  |  | | |  |
|  | 12.2.4.3 | | Structured evaluation of, and reporting on, a recruit’s performance by field training officers. | | |  |  |  | | |  |
|  | 12.2.4.4 | | Selection and training criteria for field training officers. | | |  |  |  | | |  |
|  | 12.2.4.5 | | Active supervision of field training officers. | | |  |  |  | | |  |
|  | 12.2.5 | | Annual Training | | |  |  |  | | |  |
|  | 12.2.6 | | Career Development | | |  | | | | |  |
|  | 12.2.6.1 | | Offering career counseling covering topics such as advancement, specialization or training, to enhance performance in the employee’s current position. | | |  |  |  | | |  |
|  | 12.2.6.2 | | Providing position specific training to officers receiving promotion or assignment to specialized positions. | | |  |  |  | | |  |
|  | 14.1.1 | | Victim and Witness Rights | | |  |  |  | | |  |
|  | 14.1.2 | | Victim and Witness Services | | |  | | | | |  |
|  | 14.1.2.1 | | A list of rights of victims under §950.04(1v). | | |  |  |  | | |  |
|  | 14.1.2.2 | | The availability of compensation and the address and telephone number at which to contact the department for information concerning compensation. | | |  |  |  | | |  |
|  | 14.1.2.3 | | The address and telephone number of the intake worker, corporation counsel, or district attorney whom the victim may contact to obtain information concerning the rights of victims and to request notice of court proceedings and the opportunity to confer. | | |  |  |  | | |  |
|  | 14.1.2.4 | | The address and telephone number of the custodial agency that the victim may contact to obtain information concerning the arrest and/or custody of a suspect in connection with the crime of which he or she is a victim. | | |  |  |  | | |  |
|  | 14.1.2.5 | | The address and telephone number of the custodial agency the victim may contact for information concerning release of a person arrested or taken into custody for the crime of which he or she is a victim. | | |  |  |  | | |  |
|  | 14.1.2.6 | | Suggested procedures for the victim to follow if he or she is subject to threats or intimidation arising out of his or her cooperation with law enforcement and prosecution efforts relating to a crime of which he or she is a victim. | | |  |  |  | | |  |
|  | 14.1.2.7 | | The address and telephone number at which the victim may contact the department or any local agency that provides victim assistance in order to obtain further information about services available for victims, including medical services. | | |  |  |  | | |  |

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|  | **Directive Required** |
|  | **Directive Required, if applicable** |