



# Minneapolis Police Department Policy and Procedure Manual

Number:  
2-500

## Volume Two – Personnel Administration

### Recruitment and Training

#### 2-501 Training

(01/25/02) (04/14/05) (08/23/10) (05/03/13) (04/22/19) (xx/xx/25)

Revisions to prior policies: (03/19/02) (06/02/24) (06/21/24)

##### I. Purpose

The purpose of this policy is to outline values of the training program, requirements for specific types of training, and procedures for training record management.

##### II. Training Consistent with Law and Values

###### A. Training Mission

The mission of the MPD Training Division is to develop and present to all members relevant and current Pre-Service and In-Service training programs and special courses and seminars that promote trust, accountability and professional service.

###### B. Laws, Policies and Values

Training will be provided in compliance with federal and state law, federal and state court orders, and city mandates, and will be consistent with the MPD's mission, values, goals and objectives.

###### C. Prohibited Trainings

###### 1. Warrior style training prohibited

Members are prohibited from attending or participating in warrior style training, which is defined in statute as training for peace officers that dehumanizes people or encourages aggressive conduct by peace officers during encounters with others in a manner that deemphasizes the value of human life or constitutional rights, the result of which increases a peace officer's likelihood or willingness to use deadly force (MN Statute section 626.8434).

###### 2. Fear-based training prohibited

Members are prohibited from attending or participating in fear-based training, which puts attendees in a constant state of fear that members of their community are a potential threat by preparing attendees for potential threats that are unlikely, unusual, singular, or even anecdotal, ultimately increasing the risk to both police and community members.

### 3. Private militia training prohibited

- a. Members shall not be part of a private militia or "armed association" (MN Statute section 624.61), which are groups that associate themselves together as a military company with arms and might wear tactical gear or take other actions that give the impression they are sanctioned by or are working with the government.
- b. Members shall not attend any training associated with armed associations.

See also P&P 5-110 Prohibition on Hate Groups, Extremist Groups, and Criminal Gangs.

### 4. Excited delirium training prohibited

- a. Members are prohibited from instructing, attending, or participating in training that offers or suggests "excited delirium" or similar terms as listed above as an explanation for a person's behavior, as well as training on the detection or use of excited delirium. (MN Statute section 626.8437 Subd. 1)

"Excited delirium" means a description of a person's state of agitation, excitability, paranoia, extreme aggression, physical violence, and apparent immunity to pain that is not listed in the most current version of the Diagnostic and Statistical Manual of Mental Disorders, or for which there is insufficient scientific evidence or diagnostic criteria to be recognized as a medical condition. Excited delirium includes excited delirium syndrome, hyperactive delirium, agitated delirium, exhaustive mania, and similar terms. (MN Statute section 626.8437 Subd. 1)

- b. Members are prohibited from using "excited delirium" or similar terms as listed above to describe a person or their behavior in any manner or context.

## III. Procedures/Regulations

### A. In-Service Training

1. The Training Division will be responsible for providing training to satisfy all legal mandates for sworn members.
2. Attendance at in-service training is mandatory. Members failing to attend training may be subject to discipline.

### B. External Law Enforcement-Related Training

1. Pre-approval required

Prior to attending or instructing law enforcement training not provided or hosted by MPD, all sworn members shall ensure the training request in the Training Division records system has been pre-approved through their chain of command. This includes all law enforcement training occurring on-duty or off-duty.

2. Request and approval process
  - a. Members seeking to attend or instruct external law enforcement training shall submit the training request at least ninety (90) days prior to the training. Members must obtain full approval before attending or instructing the requested training.
    - i. Members seeking to attend external law enforcement-related training not hosted by MPD must provide, at a minimum, event information, course syllabus, lesson plans, and instructor names and qualifications to the Training Division.
  - b. The training request shall proceed through the following chain of review in the Training Division records system. Once a reviewer approves training, they will select the next reviewer in the chain of review. The chain of review is as follows:
    - i. The member's immediate supervisor.
    - ii. Unit or precinct Lieutenant (if applicable).
    - iii. Inspector or Commander.
    - iv. Training Division designee.
    - v. Deputy Chief of Professional Standards.
  - c. Full approval for the training is granted when the Deputy Chief of Professional Standards approves the request in the Training Division records system.
  - d. After approval by the Deputy Chief of Professional Standards, the training request will be forwarded to staff designated to draft personnel orders and arrange travel.
  - e. If a reviewer does not approve a training request, that reviewer shall note the reason for denial in the comment section of the training request in the Training Division records system.
  - f. In addition to the training request, the member shall submit the RNM code in the current timekeeping system for the requested time. If the training is approved, the member's supervisor will change the code to SPD or SPL, as appropriate. The supervisor shall include in the comments that the training was approved by the Deputy Chief of Professional Standards.
  - g. Once finalized, Special Duty assignments are issued by a Personnel Order (MP-3154).

### **C. Mandatory Participation**

Once approved, all training, including instructor status, shall be considered mandatory. Members failing to attend or instruct at approved training may be subject to discipline.

1. If a member fails to attend or instruct training, the Training Division shall forward a memorandum to Internal Affairs detailing the missed training.
2. A member failing to attend training required by law, rule or other legal mandate, may be responsible for fulfilling the training at their own cost.

**D. Workday Hours**

1. Training may be for all or part of a workday.
2. When a training assignment is not expected to last a full workday, the involved member is expected to report or return to their normal assignment to complete a full workday.
3. With supervisor approval, a member may use compensatory or vacation time before or after a Special Duty assignment that does not last an entire workday.

**E. MPD Hosted Training**

1. Course syllabi, lesson plans, training materials and instructor names and qualifications must be provided to and approved by the Training Division prior to MPD hosting training.
2. Any agreement to host training shall be made through the Training Division. Members are prohibited from making any separate agreement to host training with outside entities.
3. Within one week of course completion, the attendance roster for MPD hosted training shall be forwarded to the Training Division.

**F. Training Records Management**

1. The Training Division shall be responsible for maintaining all training records in accordance with its SOPs.
2. Members shall be responsible for self-review of their own records to assure proper documentation is completed.