



United States Department of the Interior
NATIONAL PARK SERVICE
1849 C Street, N.W.
Washington, D.C. 20240

IN REPLY REFER TO:
W3419 (2460)

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Memorandum

To: Human Resources Managers, Servicing Human Resource Offices Leads
Regional Chief Rangers

From: Chief, Law Enforcement, Security, and Emergency Services */s/Charles Cuvelier*
Superintendent, National Park Service Law Enforcement Training Center */s/Jill A. Hawk*

Subject: Approved Basic and Field Training Courses for Law Enforcement Commissions

The purpose of this memorandum is to provide assistance on determining which basic law enforcement training programs are approved by the National Park Service (NPS) for commissioning personnel. Please distribute this to selecting officials and human resources contacts for their retention and use.

The overall guiding policy for acceptable law enforcement training within the Department of the Interior is found in DM-446, Chapter 2.4, which states:

2.4 Training and Qualifications

All entry-level law enforcement personnel and all criminal investigators shall successfully complete the prescribed training courses at the Department of Homeland Security Federal Law Enforcement Training Center (DHS FLETC) or other approved Federal law enforcement training programs. Approval of the Director, Office of Managing Risk and Public Safety [currently designated as the Director, Office of Law Enforcement and Security], is required for training programs not conducted by the DHS FLETC.

Please refer to the attached document when evaluating applicants for qualifications prior to forwarding to the selecting official.

cc: LESES Commission Office
Seasonal Recruitment Operations Center
Chief Park Rangers

Attachment

Approved Training Programs for Type II Commissions for Temporary (Seasonal) Employees

In 2014, the National Park Service conducted a Needs Assessment and review of the seasonal law enforcement academy program. At the conclusion of the review, seven (7) academies were approved to deliver the NPS Seasonal Law Enforcement Training Program curriculum. The dates specific to each academy are listed. Those responsible for the review of training records will note the date of valid certificates from specific academies. If there are questions, please contact the NPS Law Enforcement Training Center directly for guidance.

2015 Approved Seasonal Academies

- Colorado Northwestern Community College
- Northern Arizona University
- Santa Rosa Junior College
- Skagit Valley College
- Southwestern Community College
- Temple University
- Vermilion Community College

Current information regarding SLETPs can be located on the internet at <http://www.anpr.org/academies.htm>

Historically Recognized and Approved for Specific Timelines

- Hocking College (only certificates issued **prior** to January 2014 are eligible)
- San Antonio College (only certificates issued **prior** to July 2014 are eligible)
- Slippery Rock University (only certificates issued **prior** to June 2013 are eligible)
- Unity College (only certificates issued **prior** to July 2014 are eligible)
- University of Massachusetts Amherst (only certificates issued **prior** to June 2013 are eligible)

Applicants providing certificates from the historically recognized academies **after** the date listed are ineligible and disqualified for consideration of NPS law enforcement commissioned positions.

Approved DHS FLETC Basic Training Programs for Type I and Type II Commission

DHS FLETC provides many different training programs that meet the established guidelines of Departmental Manual 446. The programs listed below, subject to any additional criteria, are recognized by the NPS and make an applicant eligible for a Type I or Type II commission when applying to temporary (Seasonal) or permanent employment.

- Land Management Police Training (LMPT) and its predecessors (LMTP, 11LM, and 9PT)
- National Park Ranger Integrated (NPRI)
- U.S. Park Police Integrated (USPPI)
- National Resource Police Training Program (NRPT)
- BIA - Basic Police Officer Training Program (BIA-BPOTP)
- Uniformed Police Training Program (UPTP) and its predecessor (Mixed Basic Training Program).

The following criteria must be met.

1. With the exception of the United States Park Police (USPP), the UPTP/Mixed Basic program is **only approved** when accompanied by patrol experience to include a **minimum of 3 years** (36 months) of federal law enforcement experience in a position of investigation, apprehension and detention, as defined by enhanced law enforcement officer retirement regulations.
2. Applicants wishing to use the UPTP academy to fulfill their basic training requirement must show proof of qualifying patrol **and** investigative experience via a resume or SF-50.

3. Hiring officials must assure that applicants meet the requirements of:

RM 9, Chapter 18, 1. Policy: *Because of the inherent dangers of vehicle pursuits and emergency response, only commissioned employees operating emergency vehicles, who have successfully completed a NPS LETC-approved emergency vehicle operation course, or an equivalent State approved emergency vehicle operation course, may engage in emergency vehicle operation, pursuits or roadblocks.*

Applicants must provide a certificate and transcript documenting successful completion of an Emergency Vehicle Operation Course (EVOC) with a minimum of 8 hours to include classroom lecture, laboratory and practical exercises with a testing component.

4. The successful completion of the National Park Service Field Training and Evaluation Program (FTEP) is required for new (to include lateral hires) permanent GL or GS-0025 employees to receive a Type I commission.
5. Lateral hires that have previously attended an approved basic academy, without NPS experience, will be required to attend the Ranger Specific Pre-Basic Training Program at DHS FLETC.
6. Lateral hires from agencies utilizing a pistol other than a Sig Sauer will be required to complete the **24 hour** Transition Firearms Training course (lesson plan provided by the Deputy Chief, Operations and Policy, to qualified Firearms Instructor when required). This transition will ensure competency with the Sig Sauer in a structured environment under strict training conditions. Completion of the required course must be documented by the attending firearms instructor and submitted to NPS LETC.
7. Individuals "with experience in non-investigative, non-sworn positions" such as security guards and officers are required to attend an approved Basic Training Program.

Approved Special Agent Basic Training

- Criminal Investigator Training Program (CITP): 482 total hours
- Department of the Interior – Investigator Training Program (DOI_ITP): 215 total hours
(formerly Land Management Investigator Training Program – LMITP)

This program is applicable to GS-1811 Special Agent/Criminal Investigator, positions only. It does not meet basic training requirements for GS or GL-0025 positions.

NPS Field Training and Evaluation Program (FTEP)

Supervisors and/or SHRO's reviewing applicants are advised to contact the Superintendent, NPS Law Enforcement Training Center early in the selection process to determine the training needs of the applicants. The Superintendent, NPS LETC, in consultation with the Deputy Chief, LESES, Operations and Policy will determine if the applicant/employee will be required to complete FTEP.

NOTE: The NPS does not accept other DOI agency FTEP programs as completion of requirements. An applicant or employee who has not successfully completed the NPS FTEP should expect to fulfill this training requirement before a Type I commission is issued.

For additional information, please contact Jill A. Hawk, Superintendent, NPS LETC at (912) 267-3190.