

	Houston Independent School District Police Department Directives	DIRECTIVE: 400-002
		EFFECTIVE DATE: May 28, 2013
	SUBJECT: Accreditation Process	REVISED DATE: January 6, 2022

PURPOSE

The purpose of this directive is to describe the Houston Independent School District Police Department accreditation process. This directive applies to all Houston Independent School District Police Department personnel.

OVERVIEW

The Commission on Accreditation for Law Enforcement Agencies was established to develop an accreditation process that provides law enforcement agencies an opportunity to voluntarily demonstrate that they meet an established set of professional standards.

The accreditation process is a voluntary program developed as a joint effort by the:

- a) Commission on Accreditation for Law Enforcement Agencies (CALEA).
- b) International Association of Chiefs of Police (IACP).
- c) National Organization of Black Law Enforcement Executives (NOBLE).
- d) National Sheriffs' Association (NSA); and the
- e) Police Executive Research Forum (PERF).

The accreditation process aims to:

- a) Increase law enforcement agency capabilities to prevent and control crime.
- b) Increase agency effectiveness and efficiency in the delivery of law enforcement services.
- c) Increase cooperation and coordination with other law enforcement agencies and with other agencies of the criminal justice system; and
- d) Increase citizen and employee confidence in the agency's goals, objectives, policies, and practices.

TRAINING

All accreditation process familiarization training by the HISD Police Department shall include:

- a) An overview of the accreditation process for the initial accreditation.
- b) The history and background of accreditation.
- c) The agency's involvement in the process.
- d) The accreditation processes
- e) The goals and objectives of accreditation; and
- f) The advantages of accreditation and its impact on the agency

All newly hired HISD Police Department employees shall receive training on the accreditation process during initial training for their respective positions. All employees shall receive ongoing training in the accreditation process during annual in-

service training and at other times, when appropriate, during the initial accreditation self-assessment phase and each reaccreditation process.

The Accreditation Manager shall receive specialized accreditation manager training within one year of being appointed. The familiarization training may be in the form of:

- a) Classroom instruction.
- b) Newsletters.
- c) Memorandums; and
- d) Any other means.

REPORTS, REVIEWS, AND OTHER ACTIVITIES MANDATED BY ACCREDITATION STANDARDS

All reports, reviews, and other activities mandated by accreditation standards shall be recorded and tracked using the Commission on Accreditation for Law Enforcement Agencies CALEA program.

TIME-SENSITIVE REPORTS

The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) standards require several reports, analyses on an annual basis. Supervisors will be given a list of reports they are responsible for. The Accreditation Manager will keep an electronic list of reports, reviews and analyses required. Supervisors will be reminded by email or memo of items coming due. Supervisors are responsible for providing these to the Accreditation Manager in a timely manner.

Approved By


Pedro Lopez Jr., Chief of Police