

1001. Definitions.

[“Academy Coordinator” - “Certified Course” continued *]**

"Cheating" is any ~~attempt or act by a student to gain an unfair or provide unethical advantage or give an unfair advantage to another student or group of students~~ anyone taking a POST or training presenter required test in a POST-certified course. Cheating includes, but is not limited to, the following ~~prohibited acts or attempts to:~~

- (1) ~~Using, obtain or provide any materials which would that gives an unfair unethical advantage to oneself, or providing such materials to other students so that they may gain an unfair advantage, when any person preparing for, or taking, any test. Materials include, but are not limited to, oral or written information, graphics, and information recorded on audiotapes, videotapes, and/or computer diskettes.~~
 - (2) ~~Using or possessing POST or presenter developed test materials unless one is in the process of taking a test or engaging in an after examination review of such test while under the supervision of a presenter's staff member or presenter authorized test proctor.~~
 - (3) ~~Obtaining, or attempting to obtain, test information improperly from any source. Such actions include, but are not limited to, copying from another student, theft of test materials, receiving or coercing test answers from others, and/or unauthorized observation of scenario or exercise tests.~~
- (4) Plagiarism.
- (5) Intentionally aiding, abetting, or concealing or fails to report an act of cheating.

[“Commission” - “Web-Based Training (WBT)”]

1005. Minimum Standards for Training. (Reference Regulation 1007 and PAM Section H for *reserve peace officer* training standards.)

[(a) - PAM section D-1-2 adopted ... continued ***]

PAM Section D-1-3 adopted effective April 15, 1982, and amended January 24, 1985, September 26, 1990, January 14, 1994, July 16, 1994, December 16, 1994, August 16, 1995, August 7, 1996, November 27, 1996, February 22, 1997, August 16, 1997, December 4, 1997, January 1, 2001, January 1, 2002, April 10, 2002, January 1, 2004, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State) is herein incorporated by reference.

PAM Section D-1-4 adopted effective October 20, 1983, and amended September 26, 1990, October 27, 1991, January 14, 1994, May 7, 1995, July 21, 2000, January 1, 2001, July 1, 2002, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State) is herein incorporated by reference.

PAM Section D-1-6 adopted effective February 4, 1993, is herein incorporated by reference.

TEXT OF PROPOSED REGULATORY ACTION
POST Basic Courses Test Administration and Security Guidelines
Regulations 1001, 1005, 1007, 1008, 1052, and 1055 and Procedures D-1 and D-10

PAM Section D-1-7 adopted effective January 1, 2004, and amended September 15, 2004, January 1, 2006, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State) is herein incorporated by reference.

[PAM section D-2 ... - “The document, *Instructor’s Guide* ... continued ***]

The document ~~*POST Basic Courses Test Administration and Security Guidelines 2009*~~ *POST Basic Courses Test Management and Security Protocols 2012* adopted effective January 1, 2009, and amended (30 days after filing with the Secretary of State) is herein incorporated by reference.

Authority cited: Sections 832.3, 832.6, 13503, 13506, 13510, 13510.3, 13510.5 and 13519.8, Penal Code. Reference: Sections 832, 832.3, 832.3(f), and (h), 832.6, 13506, 13510, 13510.3, 13510.5, 13511, 13513, 13514, 13516, 13517, 13519.8, 13520 and 13523, Penal Code.

1007. Reserve Officer Minimum Training Standards.

[(a) – PAM Section D-1-1 adopted ... Continued ***]

PAM Section D-1-3 adopted effective July 1, 1999, and amended January 1, 2001, April 10, 2002, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, January 1, 2008, July 1, 2008, January 1, 2009, July 1, 2009, ~~and~~ January 1, 2010, and (30 days after filing with the Secretary of State) is herein incorporated by reference.

[PAM Section H-1 – The document, *Instructor’s Guide* ... continued ***]

The document ~~*POST Basic Courses Test Administration and Security Guidelines 2009*~~ *POST Basic Courses Test Management and Security Protocols 2012* adopted effective January 1, 2009, and amended (30 days after filing with the Secretary of State) is herein incorporated by reference.

Authority cited: Sections 832.3, 832.6, 13503, 13506 and 13510, Penal Code. Reference: Sections 832.2, 832.3, 832.6, 13503, 13506, 13510, 13510.5 and 13512, Penal Code; Section 48412 Education Code; and Section 1031(d), Government Code.

1008. Basic Course Waiver and Requalification Requirement.

[(a) – (e)(1)... continued ***]

PAM Section D-10 adopted June 16, 1999, and amended July 1, 2002, September 15, 2004, January 1, 2006, August 26, 2006, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State) is herein incorporated by reference.

[PAM Section D-11 adopted effective – “The document, *Instructor’s Guide* ... continued ***]

The document ~~*POST Basic Courses Test Administration and Security Guidelines 2009*~~ *POST Basic Courses Test Management and Security Protocols 2012* adopted effective January 1, 2009, and amended (30 days after filing with the Secretary of State) is herein incorporated by reference.

Authority cited: Sections 832.3, 13503, 13506 and 13510, Penal Code. Reference: Sections 832.3, 13505, 13506, 13510, 13510.5, and 13511, Penal Code.

1052. Requirements for Course Certification

[(a) – (c)(11) continued ***]

(12) Each academy/presenter shall comply with the Test-Use and Security Agreement as defined in Section D-1-3(a)(409).

(13) Each academy/presenter shall establish and comply with the Test Administration and Security Policy, as specified in the ~~POST Basic Courses Test Administration and Security Guidelines 2009~~ POST Basic Courses Test Management and Security Protocols 2012.

[(d) – (i)(4) continued ***]

The document ~~POST Basic Courses Test Administration and Security Guidelines 2009~~ POST Basic Courses Test Management and Security Protocols 2012 adopted effective January 1, 2009, and amended (30 days after filing with the Secretary of State) is herein incorporated by reference.

Authority cited: Sections 13503 and 13506, Penal Code. Reference: Sections 13503(e), Penal Code.

1055. Requirements for Course Presentation.

[(a) - (e) continued ***]

(f) **Cheating:** ~~Students who cheat, as defined in Regulation 1001, cheating shall not be subject to discipline and possible dismissal in the following entry level, mandated training courses:~~

~~(1) All basic training courses, PAM Sections D-1-1 and D-10~~

~~(2) Aviation Security Course, Regulation 1081(a)~~

~~(3) Campus Law Enforcement Course, Regulation 1081(a)~~

tolerated in any POST-certified course. Students, course presenters and employees/volunteers (e.g., proctors or agents of POST) who engage in cheating will be subject to sanctions which may include dismissal and possible civil and/or criminal prosecution.

[(g) – (h)]

Authority cited: Sections 13503 and 13506, Penal Code. Reference: Section 13503(e), Penal Code.

Commission Procedure D – 1 Basic Training

[1-1. – 1-2. continued ***]

Regular Basic Course (RBC)

1-3. Regular Basic Course Terminology and Requirements: The terms related to the Regular Basic Course formats and included in the *Training and Testing Specifications for Peace Officer Basic Courses* are defined in section D-1-3(a). Requirements for the delivery formats are specified in section D-1-3(d), standard format; and section D-1-3(e), modular format.

(a) Regular Basic Course Terminology

[(1) – (7)(B) continued ***]

- (8) **Test.** An evaluation of the extent to which students have achieved one or more learning objectives. The required tests are specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. These tests are:
- (A) **POST-Constructed Pre-Course Test.** A POST-constructed written test used to assess a student’s cognitive abilities and law enforcement background. The test serves as a basis to evaluate instructional effectiveness as a student progresses through the course. The test may be administered in either a printed or electronic format.
 - (B) **POST-Constructed Knowledge Test.** A POST-constructed written test that measures acquisition of knowledge required to achieve one or more learning objectives in a single learning domain. The test may be administered in either a printed or electronic format.
 - (C) **POST-Constructed Comprehensive Test.** A POST-constructed written test that measures acquisition of knowledge in multiple learning domains. The test may be administered in either a printed or electronic format. There are two types of comprehensive tests:
 - 1. **POST-Constructed Mid-Course Proficiency Test.** A test that measures the knowledge attained in the learning domains taught midway through the Regular Basic Course-*standard* format.
 - 2. **POST-Constructed End-of-Course Proficiency Test.** A test that measures the knowledge attained in the learning domains taught in the Regular Basic Course.

[(8)(D) – (9) continued ***]

- (10) **Test Administration and Security Policy.** Written procedures established by each presenter as specified in the *POST Basic Courses Test Administration Management and Security Guidelines Protocols 2009/2012*. In accordance with Regulation 1057, the failure to establish written procedures consistent with and/or to comply with the requirements of these guidelines protocols is grounds for decertification.

- (11) ~~Examination~~ **Administrative Test Review.** ~~A period of time in which the results of required POST-Constructed Tests are reviewed with the students. A presenter's administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted after the block of instruction is complete and the written test has been administered.~~
- (12) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record **only** the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.
- (13) **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training is not a learning objective review and shall be provided independent of the retest.
- (124) **Scenario Demonstration.** An academy-developed task-simulation activity designed to provide students the opportunity to practice and improve the competencies that underlie the Basic Course Scenario Tests.

[(b) – (d)(1)(C) continued ***]

- (D) ~~Examination Review.~~ ~~Academies shall provide review sessions in which the results of required POST-Constructed Tests are reviewed with students.~~ **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training is not a learning objective review and shall be provided independent of the retest.

[(d)(1)(E) – (d)(2)(D) continued ***]

- (E) **Administrative Test Review.** A presenter's administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted **after** the block of instruction is complete and the written test has been administered.
- (F) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record **only** the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.

(E) **Work Sample Test Battery.**

1. **Test Administration.** At the conclusion of the POST Basic Academy Physical Conditioning Program, academies shall require each student to complete the POST-developed WSTB or a POST-approved alternative physical ability test, as described in the *Basic Academy Physical Conditioning Manual – 1996*.

2. **Alternative Physical Ability Tests.** The use of alternative tests to the POST-developed Work Sample Test Battery is subject to approval by POST. Academies seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards and that the alternative tests are equivalent to the POST-developed tests with respect to validity and reliability. A description of the method(s) used to establish the proposed alternative test's minimum passing score is also required.

(FH) **Retests.** Academies shall provide the following to students who fail a required test on the first attempt:

1. **Written and Scenario Tests.**

- a. An opportunity to review their test results in a manner that does not compromise test security.
- b. A reasonable amount of time to prepare for a retest, as determined by the academy.
- c. An opportunity to be retested with an alternate form of the same test. If the student fails the second test, the student fails the course.

2. **Exercise Tests and WSTB.**

- a. An opportunity to review their test results.
- b. A reasonable amount of time, as determined by the academy, to prepare for a retest.
- c. An opportunity to be retested on the failed test. If the student fails the second test, the student fails the course.

(GI) **Physical Skills Pilot Testing.** Academies shall administer a POST-developed physical skills test for research purposes.

- (3) **Hourly Requirements.** Academies shall deliver the minimum number of hours of instruction specified for each learning domain in the *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the Regular Basic Course is 664 hours.

[(e)(1) – (e)(2)(C) continued ***]

(D) ~~Examination Review.~~ Academies shall provide review sessions in which the results of required POST Constructed Tests are reviewed with students. **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training is not a learning objective review and shall be provided independent of the retest.

[(e)(2)(E) – (e)(3)(D) continued ***]

(E) **Administrative Test Review.** A presenter’s administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted **after** the block of instruction is complete and the written test has been administered.

(F) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record **only** the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.

(EG) **Work Sample Test Battery.**

1. Test Administration. At the conclusion of the POST Basic Academy Physical Conditioning Program, academies shall require each student to complete the POST-developed WSTB or a POST-approved alternative physical ability test, as described in the *Basic Academy Physical Conditioning Manual – 1996*.
2. Alternative Physical Ability Tests. The use of alternative tests to the POST-developed Work Sample Test Battery is subject to approval by POST. Academies seeking POST approval to use alternative tests shall present evidence that the alternative tests were developed in accordance with recognized professional standards and that the alternative tests are equivalent to the POST-developed tests with respect to validity and reliability. A description of the method(s) used to establish the proposed alternative test’s minimum passing score is also required.

(FH) **Physical Skills Pilot Testing.** Academies shall administer a POST-developed physical skills test for research purposes.

(GI) **Retests.** Academies/presenters shall provide the following to students who fail a required test on the first attempt:

1. Written and Scenario Tests.
 - a. An opportunity to review their test results in a manner that does not compromise test security.
 - b. A reasonable amount of time to prepare for a retest, as determined by the academy/presenter.
 - c. An opportunity to be retested with an alternate form of the same test. If the student fails the second test, the student fails the course.
2. Exercise Test and WSTB.
 - a. An opportunity to review their test results.

- b. A reasonable amount of time, as determined by the academy/presenter, to prepare for a retest.
 - c. An opportunity to be retested on the failed test. If the student fails the second test, the student fails the course.
- (4) **Hourly Requirements.** Academies/presenters shall deliver the minimum number of hours of -instruction specified for each learning domain in the *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the RBC-modular format is 727 hours. The total minimum hours for each module are as follows:

1. Module III	144 hours
2. Module II	189 hours
3. Module I	394 hours

Specialized Investigators' Basic Course (SIBC)

1-4 Specialized Investigators' Basic Course Terminology and Requirements: The terms related to the SIBC and included in the *Training and Testing Specifications for Peace Officer Basic Courses* are defined in section D-1-4(d). Testing, training, and hourly requirements are described in section D-1-4(d).

(a) **Specialized Investigators' Basic Course Terminology**

[(1) – (5) continued ***]

- (6) **Test.** An evaluation of the extent to which students have achieved one or more learning objectives. The required tests are specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. These tests are:
- (A) **POST-Constructed Pre-Course Test.** A POST-constructed written test used to assess a student's cognitive abilities and law enforcement background. The test serves as a basis to evaluate instructional effectiveness as a student progresses through the course. The test may be administered in either a printed or electronic format.
 - (B) **POST-Constructed Knowledge Test.** A POST-constructed, written test that measures acquisition of knowledge required to achieve one or more learning objectives in a single learning domain. The test may be administered in either a printed or electronic format.
 - (C) **POST-Constructed Comprehensive Test.** A POST-constructed written test that measures acquisition of knowledge in multiple learning domains. The test may be administered in either a printed or electronic format. There are two types of comprehensive tests for the SIBC:
 1. **POST-Constructed Mid-Course Proficiency Test.** A test that measures the knowledge attained in the learning domains taught midway through the SIBC.
 2. **POST-Constructed End-of-Course Proficiency Test.** A test that measures the knowledge attained in the learning domains taught in the SIBC.

[(a)(6)(D) – (a)(7) continued ***]

- (8) **Test Administration and Security Policy.** Written procedures established by each presenter as specified in the *POST Basic Courses Test Administration Management and Security Guidelines Protocols 2009/2012*. In accordance with Regulation 1057, the failure to establish written procedures consistent with and/or to comply with the requirements of these ~~guidelines~~ protocols is grounds for decertification.
- (9) ~~Examination Administrative Test Review.~~ A period of time in which the results of required POST-constructed tests are reviewed with the students. A presenter's administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted **after** the block of instruction is complete and the written test has been administered.
- (10) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record **only** the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.
- (11) **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training is not a learning objective review and shall be provided independent of the retest.
- (102) **Scenario Demonstration.** An academy-developed task-simulation activity designed to provide students the opportunity to practice and improve the competencies that underlie the Basic Course Scenario Tests.

[(b) – (d)(1)(B) continued ***]

- (C) ~~Examination Review.~~ Academies shall provide review sessions in which the results of required POST-constructed tests are reviewed with students. **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training is not a learning objective review and shall be provided independent of the retest.

[(d)(1)(D) – (d)(2)(D) continued ***]

- (E) **Administrative Test Review.** A presenter's administrative review of any POST-constructed test for the purpose of assessing validity and accuracy. A test review shall only be conducted **after** the block of instruction is complete and the written test has been administered.

(F) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record **only** the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.

(EG) **Physical Skills Pilot Test.** Academies shall administer a POST-developed physical skills test for research purposes.

(FH) **Retests.** Presenters shall provide the following to students who fail a required test on the first attempt:

1. **Written and Scenario Tests.**

- a. An opportunity to review their test results in a manner that does not compromise test security.
- b. A reasonable amount of time to prepare for a retest, as determined by the presenter.
- c. An opportunity to be retested with an alternate form of the same test. If the student fails the second test, the student fails the course.

2. **Exercise Tests.**

- a. An opportunity to review their test results.
- b. A reasonable amount of time, as determined by the presenter, to prepare for a retest.
- c. An opportunity to be retested on the failed test. If the student fails the second test, the student fails the course.

(3.) **Hourly Requirements.** Presenters shall deliver the minimum number of hours of instruction specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the Specialized Investigators' Basic Course is 591 hours.

[1.5 – 1.6 continued ***]

PC 832 Arrest And Firearms Course

1-7 PC 832 Arrest and Firearms Course Terminology and Requirements: The terms related to the PC 832 Arrest and Firearms Course and included in the *Training and Testing Specifications for Peace Officer Basic Courses* are defined in section D-1-7(a). The requirements described in this section are for separately certified PC 832 Arrest and Firearms Courses only. The PC 832 training is presented as two components and individuals may elect to complete Arrest, Firearms, or both. Training, testing, and hourly requirements are described in section D-1-7(d).

(a) **PC 832 Arrest and Firearms Course Terminology**

[(1) – (4) continued ***]

- (5) **Test.** An evaluation of the extent to which students have achieved one or more learning objectives. The required tests are specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. These tests are:
- (A) **POST-Constructed PC 832 Arrest Written Test.** A POST-constructed written test that measures acquisition of knowledge in multiple learning domains specified for the PC 832 Arrest component. The test may be administered in either a printed or electronic format.
 - (B) **Exercise Test.** Any test other than a POST-constructed comprehensive test that measures the acquisition of knowledge and/or skills or competencies required to achieve one or more learning objectives. There are two kinds of exercise tests in the PC 832 Arrest and Firearms Course:
 - 1. **PC 832 Arrest Methods Skills Test.** A POST-developed test that requires students to demonstrate skills taught in the Arrest component of the PC 832 Arrest and Firearms Course.
 - 2. **PC 832 Firearms Skills Test.** A POST-developed test that requires students to demonstrate skills taught in the Firearms component of the PC 832 Arrest and Firearms Course.
- (6) **Test-Use and Security Agreement.** An accepted agreement between a training presenter and POST that identifies the terms and conditions under which a presenter may acquire and use specific POST-constructed knowledge, comprehensive, scenario, and exercise tests. Failure to comply with the terms and conditions of such agreement is grounds for decertification in accordance with Commission Regulation 1057.
- (7) **Test Administration and Security Policy.** Written procedures established by each presenter as specified in the *POST Basic Courses Test Administration Management and Security Guidelines Protocols 2009/2012*. In accordance with Regulation 1057, the failure to establish written procedures consistent with and/or to comply with the requirements of these ~~guidelines~~ protocols is grounds for decertification.
- (8) **Administrative Test Review.** A presenter's administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted after the block of instruction is complete and the written test has been administered.
- (9) **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training shall be provided independent of the retest.

[(b) – (d)(1)(B) continued ***]

(C) Remedial Training. Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training shall be provided independent of the retest.

- (2) **Testing Requirements.** The tests listed below are graded on a pass/fail basis, unless specified otherwise. Presenters shall test all students as specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. For the learning domain(s) being assessed in a particular test, refer to the “Minimum Content and Hourly Requirements” page for the PC 832 Arrest and Firearms Course in the *Training and Testing Specifications for Peace Officer Basic Courses*. Test results shall be provided in written format (e.g., letter, certificate) to each examinee by the course presenter within five working days of the test administration.

(A) POST-Constructed PC 832 Arrest Written Test.

1. Testing. This test shall be administered immediately following the conclusion of instruction for the Arrest component. Only individuals who have received POST approved proctor training may administer and score this test. The minimum passing score is established by POST.

(B) Administrative Test Review. A presenter’s administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted after the block of instruction is complete and the written test has been administered.

(B) Exercise Tests.

1. PC 832 Arrest Methods Skills Test.
 - a. Assessment. Presenters shall require students to demonstrate an understanding and application of the tasks required by the skills test. Performance shall be evaluated and documented using the criteria specified on the PC 832 Arrest Methods Skills Examination forms ([PC 832 Arrest Methods Competency Test Forms](#)).
 - b. Test Administration. This test must be administered and scored by POST or its agents. An Agent shall be an individual who is a certified defensive tactics instructor and who has completed instruction in PC 832 Arrest Methods Skills Test administration.
2. PC 832 Firearms Skills Test.
 - a. Proficiency. Presenters shall require students to demonstrate their proficiency in performing the tasks required by the skills test. Proficiency means that the student achieved a passing score established by POST.
 - b. Test Administration. This test must be administered and scored by POST or its agents. An agent shall be an individual who is a certified firearms instructor and who has completed instruction in PC 832 Firearms Skills Test administration.

(~~E~~)Retests.

1. POST-Constructed PC 832 Arrest Written Test. Presenters shall provide students who fail this test on the first attempt:
 - a. An opportunity to review their test results in a manner that does not compromise test security;
 - b. A reasonable amount of time, as determined by the presenter, to prepare for a retest. The retest must occur within 90 days of the initial test;
 - c. An opportunity to be retested with an alternate form of the same test. If the student fails the second test, the student fails the Arrest component and shall be required to repeat the entire Arrest component.
2. PC 832 Arrest Methods Skills Test. Presenters shall provide students who fail this arrest skills test on the first attempt:
 - a. An opportunity to be retested on the failed portion(s). If the student fails the second test, the student fails the Arrest component and shall be required to repeat the entire Arrest component.
3. PC 832 Firearms Skills Test. Presenters shall provide students who fail this skills test on the first attempt:
 - a. An opportunity to retest. If the student fails the second test, the student fails the Firearms component and shall be required to repeat the entire Firearms component.

(~~E~~)Alternative Tests. The use of alternative tests is subject to approval by POST. Presenters seeking to use an alternative test shall submit the following to POST:

1. A copy of the proposed alternative test.
2. Specifications for the alternative test including a list showing the specific PC 832 learning objectives assessed by each examination item.
3. A data set comprised of raw test scores on both the POST-constructed test and the proposed alternative test for each of at least 200 PC 832 trainees. The data must be presented on an IBM PC compatible medium in ASCII format.
4. For the data set enumerated above, test statistics for both the POST-constructed test and the proposed alternative test, including mean, standard deviation, and reliability estimates for each test component and total test score.
5. A recommended minimum passing score on the proposed alternative test, and a description of the method(s) used to establish the recommended minimum passing score.

TEXT OF PROPOSED REGULATORY ACTION
POST Basic Courses Test Administration and Security Guidelines
Regulations 1001, 1005, 1007, 1008, 1052, and 1055 and Procedures D-1 and D-10

- (3) **Hourly Requirements.** Presenters shall deliver the minimum number of hours of instruction specified for each learning domain in the Training and Testing Specifications for Peace Officer Basic Courses. The total minimum hourly requirement for each PC 832 Arrest and Firearms component is as follows:

Arrest Component	40 hours
Firearms Component	24 hours
Course Total	64 hours

[Subparagraph 1-1... Subparagraph 1-2... continued ***]

Subparagraph 1-3 adopted and incorporated by reference into Commission Regulation 1005 on April 15, 1982, and amended January 24, 1985, September 26, 1990, January 14, 1994, July 16, 1994, December 16, 1994, August 16, 1995, August 7, 1996, November 27, 1996, February 22, 1997, August 17, 1997, December 4, 1997, January 1, 2001, January 1, 2002, January 1, 2004, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, January 1, 2008, July 1, 2008, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State).

Subparagraph 1-3 adopted and incorporated by reference into Commission Regulation 1007 effective July 1, 1999 and amended January 1, 2001, April 10, 2002, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, ~~and~~ January , 2009, and (30 days after filing with the Secretary of State).

Subparagraph 1-4 adopted and incorporated by reference into Commission Regulation 1005 on October 20, 1983, and amended September 26, 1990, October 27, 1991, January 14, 1994, May 7, 1995, July 21, 2000, January 1, 2001, July 1, 2002, September 15, 2004, January 1, 2006, January 19, 2007, July 1, 2007, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State).

[Subparagraph 1-5... Subparagraph 1-6... continued ***]

Subparagraph 1-7 adopted and incorporated by reference into Regulation 1005 effective January 1, 2004, amended September 15, 2004, ~~and~~ January 1, 2009, and (30 days after filing with the Secretary of State).

**Commission Procedure D-10
Requalification Course**

Purpose

[10-1. – 10.2 (a)(4) continued ***]

- (5) **Test.** An evaluation of the extent to which students have satisfied one or more learning objectives. The required tests are specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. Two types of tests are used in the Requalification Course:
 - (A) **POST-Constructed Comprehensive Test.** A POST-constructed written test that measures acquisition of knowledge in multiple learning domains. The test may be administered in either a printed or electronic format.
 - (B) **Exercise Test.** Any test other than a POST-constructed comprehensive test that measures the acquisition of knowledge and/or skills or the competencies required to achieve one or more learning objectives.
- (6) **Test-Use and Security Agreement.** An accepted agreement between a training presenter and POST that identifies the terms and conditions under which a presenter may acquire and use specific POST-constructed knowledge, comprehensive, scenario, and exercise tests. Failure to comply with the terms and conditions of such agreement is grounds for decertification in accordance with Commission Regulation 1057.
- (7) **Test Administration and Security Policy.** Written procedures established by each presenter as specified in the *POST Basic Courses Test Administration Management and Security Guidelines Protocols 2009/2012*. In accordance with Regulation 1057, the failure to establish written procedures consistent with and/or to comply with the requirements of these Guidelines protocols is grounds for decertification.
- (8) **Administrative Test Review.** A presenter's administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted after the block of instruction is complete and the written test has been administered.
- (9) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record only the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.
- (10) **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training shall be provided independent of the retest.

[(b) – (d)(2)(B) continued ***]

(C) **Remedial Training.** Specific instruction provided to reinforce the required concepts and/or skills after a student has failed an initial test. Each presenter will determine the amount of time given for remedial training. Remedial training shall be provided independent of the retest.

(1) **Testing Requirements.** The tests listed below are graded on a pass/fail basis unless specified otherwise. Requalification Course presenters shall test all students as specified in the *Training and Testing Specifications for Peace Officer Basic Courses*. For the learning domain(s) being assessed in a particular test, refer to the “Minimum Content Hourly Requirements” page for the Requalification Course in the *Training and Testing Specifications for Peace Officer Basic Courses*. The Requalification Course includes the following tests:

(A) **POST-Constructed Comprehensive Test.** The minimum passing score is established by POST.

(B) **Administrative Test Review.** A presenter’s administrative review of any POST-supplied test for the purpose of assessing validity and accuracy. A test review shall only be conducted after the block of instruction is complete and the written test has been administered.

(C) **Learning Objective Review.** Following a written test administration, the presenter shall conduct a review for all students. The review shall be proctored by an authorized staff member and limited to identifying learning objectives in a manner consistent with POST test security protocols. During this review, students are allowed to record only the learning objectives. A learning objective review is not remedial training and does not apply to the POST-constructed pre-course test.

~~(D)~~ **Exercise Tests.**

1. Proficiency. Presenters shall require each student to demonstrate proficiency in the competencies required by each exercise test. Proficiency means that the student performed at a level acceptable to the presenter.

~~(E)~~ **Retests.** Presenters shall provide the following to students who fail a required test on the first attempt:

1. Written Test.

- a. An opportunity to review their test results in a manner that does not compromise test security.
- b. A reasonable amount of time to prepare for a retest, as determined by the presenter.
- c. An opportunity to be retested with an alternate form of the same test. If the student fails the second test, the student fails the course.

2. Exercise Test.

- a. An opportunity to review their test results.

- b. A reasonable amount of time, as determined by the presenter, to prepare for a retest.
 - c. An opportunity to be retested on the failed test. If the student fails the second test, the student fails the course.
- (4) **Hourly Requirements.** Presenters shall deliver the minimum number of hours of instruction specified for each learning domain in the *Training and Testing Specifications for Peace Officer Basic Courses*. The total minimum hourly requirement for the Requalification Course is 136 hours.

Procedure D-10 was adopted and incorporated by reference into Commission Regulation 1008 on June 16, 1999, and amended July 1, 2002, September 15, 2004, January 1, 2006, August 26, 2006, and January 9, 2009.