

**PRINCE WILLIAM COUNTY POLICE DEPARTMENT  
MANUAL OF GENERAL ORDERS**

<b>General Order: 22.01</b>	<b>Effective: 05/14/2020</b>	<b>Supersedes: 11/28/2017</b>	<b>Number of Pages: 1</b>
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**CRIMINAL JUSTICE ACADEMY TRAINING: GENERAL GUIDELINES**

- A. The purpose of this General Order is to provide guidelines pertaining to basic and in-service training.
- B. Training is generally recognized as one of the most important responsibilities of any law enforcement agency. Through proper and timely training concerning a wide variety of subjects, law enforcement officers are better enabled and prepared to act decisively and correctly in a broad range of situations. Training also enables officers to work more productively and efficiently and with enhanced safety. In addition, it fosters *esprit de corps*, unity, and a sense of pride and purpose. Lastly, the governmental entity has a duty to assure that its members are properly and adequately trained in order to defend itself against litigation that may allege inadequate or improper action(s) which may be taken by police officers who may be making very quick decisions under high stress.
- C. The goal of the Prince William County Police Department's Criminal Justice Academy is to provide the opportunity for all members of this Department to obtain the necessary skills, knowledge, and abilities to perform their present duties and to prepare for future assignments and advancement.
- D. Records of all Department training, including training received by individual members, lesson plans, rosters, tests and test results, are confidential. Such information will not be released to anyone without the consent of the Chief of Police or designee. This restriction shall not apply to members or supervisors who wish to review their own records or records of their subordinates.
- E. Lesson plans will be considered departmental policy. Members will be responsible for those important guidelines that are presented during Department-approved training.