

PERSONNEL AND TRAINING BUREAU

NOTICE
1.12

February 7, 2020

TO: All Commanding Officers

FROM: Commanding Officer, Personnel and Training Bureau

SUBJECT: POLICE OFFICER III ELIGIBILITY REQUIREMENTS

This notice revises the Police Officer III (PO-III) eligibility requirements. The eligibility list will continue to be updated and posted quarterly by Employee Selection Section (ESS), Personnel Division on the Los Angeles Police Department (LAPD) Local Area Network under "Promotions and Transfers" and "Police Officer III."

Note: Police Officer II's may not apply or be considered for any PO-III position until they submit a completed Police Officer III Eligibility Application, attached Form P03EAPP, and placed on the Police Officer III Eligibility List.

ELIGIBILITY REQUIREMENTS

Per Department Manual Volume 3, Section 763.05, police officers must meet the following requirements by the date their Advanced Paygrade Application is submitted:

1. Successfully completed the probationary period for the rank of Police Officer or Police Specialist; and,
2. Completed 26 deployment periods in a Los Angeles Police Department eligible field assignment, transit patrol, and/or traffic assignment AND meet at least one of the following:
 - a. Possess an Intermediate or Advanced Certificate from California's Peace Officer Standards and Training (POST) and completed three (3) years full-time, paid law enforcement experience as a peace officer with a POST-participating agency; OR,
 - b. Possess a Basic California POST Certificate and completed five (5) years full-time, paid law enforcement experience as a peace officer with a POST-participating agency.

NOTES

1. Police Specialists are ineligible for advancement to the rank and paygrade of PO III until they receive a Los Angeles City Charter, Volume II, Article X, Civil Service, Section 1014 transfer to the classification of Police Officer and meet the existing eligibility requirements for PO III.
2. Eligible field experience is defined as experience derived from the assignment to an "A" Car, "X" Car, foot beat, bike detail, "T" Car, Mary unit, uniformed enforcement assignments such as a Gang Enforcement Detail, Prostitution Enforcement Detail,

Special Problems Unit, Crime Suppression Detail, Parole Compliance Unit, or Juvenile Car. Field experience may include essential patrol/traffic/transit assignments to the front desk or Kit Room, provided these duties are related to an officer's qualifying primary duty assignment(s) or results from a temporary physical duty restriction. Other field assignments may qualify and will be evaluated on a case by case basis based on the functions and duties performed by the officer.

3. A combination of service as an LAPD police specialist or police officer, or experience at the level of police officer with a public, non-military law enforcement, POST compliant agency may be credited toward the required law enforcement experience.
4. Regarding the Police Officer III Eligibility Application, if applying experience from an outside agency, applicants must attach with their Police Officer III Eligibility Application a copy of their performance evaluations for each year from the law enforcement agency detailing that the duties of the position(s) were comparable to those of an LAPD police officer assigned field duties. The performance evaluations shall be reviewed and verified by applicant's commanding officer and ESS.
5. Up to six deployment periods of an involuntary assignment to Custody Services Division after an officer's probationary assignment may count towards eligible field experience. A field assignment at Security Services Division (fixed post or patrol) also qualifies as eligible field experience.

APPLICATION PROCESS

All applicants **MUST** submit an original, completed Police Officer III Eligibility Application, Form P03EAPP and associated documentation to the **Employee Selection Section, Personnel Division, Suite 228, 100 West First Street, Los Angeles, CA, 90012, Mail Stop 400**. Applications may be obtained from the Employee Selection Section or on the LAPD LAN under "Promotions and Transfers" and "Police Officer III."

COMMANDING OFFICERS SHALL CAUSE THIS NOTICE TO BE READ ON FIVE CONSECUTIVE DAYS AND POSTED IN A DESIGNATED CONSPICUOUS LOCATION. A COPY OF THIS NOTICE SHOULD BE INSERTED IN THE "CAREER OPPORTUNITIES NOTICES" BINDER. IT SHALL BE THE RESPONSIBILITY OF EVERY COMMANDING OFFICER TO ENSURE THAT SUBORDINATES ARE MADE AWARE OF PAYGRADE EXAMINATIONS.

This Notice supersedes the *Police Officer III Application Announcement* dated December 4, 2019.

APPROVED:


MARTIN A. BAEZA, Deputy Chief
Commanding Officer
Personnel and Training Bureau


DOMINIC H. CHOI, Deputy Chief
Chief of Staff
Office of the Chief of Police

DISTRIBUTION "D"

LOS ANGELES POLICE DEPARTMENT



Police Officer III ELIGIBILITY APPLICATION



December 24, 2019 (Revised)

POLICE OFFICER III ELIGIBILITY APPLICATION

FILING DATES: CONTINUOUS

By filing a Police Officer Eligibility Application, police officers II establish that they meet the Police Officer III eligibility requirements established by the Los Angeles Police Department. **Police officers II may not apply or be considered for any police officer III (PO III) position until they have submitted a completed Police Officer III Eligibility Application and be placed on the Police Officer III Eligibility List.** Applications will be accepted continuously by the Employee Selection Section (ESS), Personnel Division and the list of eligible candidates will be updated quarterly and published on the Los Angeles Police Department Local Area Network (LAN) under “Promotions and Transfers” and “Police Officer III.”

ELIGIBILITY REQUIREMENTS

Per Department Manual Volume 3, Section 763.05, police officers must meet the following requirements by the date their Police Officer III Eligibility Application is submitted:

<u>REQUIREMENTS</u>	
PROBATION (see Note #1)	Successfully completed the probationary period for the rank of Police Officer or Police Specialist with the Los Angeles Police Department; AND,
FIELD EXPERIENCE (see Note #2)	Completion of 26 deployment periods in a Los Angeles Police Department eligible field assignment, transit patrol, and/or traffic assignment AND meet at least one of the following:
YEARS OF SERVICE (see Note #3)	1. Possess an Intermediate or Advanced Certificate from California’s Peace Officer Standards and Training (POST) and completed three (3) years full-time, paid law enforcement experience as a peace officer with a POST-participating agency; OR,
	2. Possess a Basic California POST Certificate and completed five (5) years full-time, paid law enforcement experience as a peace officer with a POST-participating agency.

POLICE OFFICER III ELIGIBILITY APPLICATION

NAME (LAST, FIRST, MIDDLE)			SERIAL NUMBER
HOME ADDRESS (NUMBER, STREET, APARTMENT, CITY, ZIP CODE)			WORK TELEPHONE
DATE APPOINTED TO LAPD	CURRENT RANK/PAYGRADE	DATE APPOINTED TO CURRENT RANK/PAYGRADE	HOME TELEPHONE

WORK HISTORY

List all eligible law enforcement experience, including all loans of one DP or more. (Attach additional sheets, if necessary)

LAPD DIVISION/ OTHER AGENCY	POSITION DESCRIPTION	DATE (mm/yy) FROM	DATE (mm/yy) TO	# OF DP's	LAPD DIVISION/ OTHER AGENCY	POSITION DESCRIPTION	DATE (mm/yy) FROM	DATE (mm/yy) TO	# OF DP's
MOST RECENT FIRST:									
	Field Assign.? Yes No					Field Assign.? Yes No			
	Field Assign.? Yes No					Field Assign.? Yes No			
	Field Assign.? Yes No					Field Assign.? Yes No			

ELIGIBILITY REQUIREMENTS: (APPLICANT: CHECK ALL APPROPRIATE BOXES)

Police Officer III eligibility is to be reviewed and confirmed by the applicant's current commanding officer. Completed applications **MUST** include the original signatures of the applicant and their commanding officer. Applicants should attach any required supporting documentation.

Applicant: As of today's date, I meet the Police Officer III eligibility requirements because I have:

- Successfully completed the probationary period as a police officer or police specialist with the LAPD; **AND,**
- Completed 26 deployment periods in a LAPD eligible field assignment, transit patrol, and/or traffic assignment; **AND,**

I MEET AT LEAST ONE OF THE FOLLOWING REQUIREMENTS:

- A. I possess an Intermediate or Advanced Certificate from California's Peace Officer Standards and Training (POST) **and** completed three (3) years of full-time, paid law enforcement experience as a peace officer with a POST-participating agency; **OR**
- B. I possess a Basic California POST Certificate **and** completed five (5) years full-time, paid law enforcement experience as a police officer with a POST-participating agency.

I understand that failure to meet any of the minimum eligibility requirements as stated on this application will result in my disqualification from consideration for all police officer III positions. I also understand that if it is later determined that I was ineligible to apply for police officer III positions, I may be subject to disciplinary action and downgrade from police officer III to police officer II.

Applicant's Signature: _____ Date: _____

Commanding Officer: Through a review of pertinent documents, I have confirmed that this officer meets all of the eligibility requirements to be placed on the Police Officer III Eligibility List.

Commanding Officer's Name: _____ Serial #: _____ Division: _____

Commanding Officer's Signature: _____ Date: _____

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- NOTES:
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 5. Up to six deployment periods of an involuntary assignment to Custody Services Division after an officer's probationary assignment may count towards eligible field experience. A field assignment at Security Services Division (fixed post or patrol) also qualifies as eligible field experience.

APPLICATION PROCESS

All applicants **MUST** submit an original completed Police Officer III Eligibility Application, Form PO3EAPP (12/24/19), formerly PGAPO3.APP (revised 03/05/12) and associated documentation to the **Employee Selection Section, Personnel Division, Suite 228, 100 West First Street, Los Angeles, CA, 90012, Mail Stop 400.** Applications may be obtained from the Employee Selection Section or on the LAPD LAN under "Promotions and Transfers" and "Police Officer III."


MARTIN A. BAEZA, Deputy Chief
Commander Officer
Personnel and Training Bureau

Attachment

Distribution "B"