

CIRCULAR



DISTRICT OF COLUMBIA

Title
Announcement of the 2009 Promotional Process for Sergeant, Lieutenant and Captain

Circular Number:

CIR - 09-01

Effective Date:

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Rescinds:

CIR-06-04 (Announcement of the 2007 Promotional Process for Sergeant, Lieutenant, and Captain), Effective Date 11/21/06

Related to:

CALEA Chapter 34 (Promotion)

I. Background.....	Page 1	V. Application Procedures.....	Page 5
II. Eligibility Requirements.....	Page 1	VI. Additional Information.....	Page 7
III. Structure.....	Page 2	VIII. Attachment.....	Page 8
IV. Written Test Reference Materials.....	Page 3		

I. BACKGROUND

Selecting the members who are best suited for elevation to supervisory and management positions is essential to the future success of the Metropolitan Police Department (MPD), particularly as the MPD continues to implement state-of-the-art technology in a continually changing work environment . As first-line supervisors, Sergeants ensure the tasks to be accomplished during a given tour of duty are carried out effectively and lawfully through communication and coordination. As first-level managers, Lieutenants plan and oversee the work of personnel in an assigned area or function, while assisting supervisors in developing leadership and organizational skills. As unit managers and assistant district commanders, Captains are tactical and strategic planners who ensure consistency in operations and service delivery and also fairness in personnel management. It is critical that all supervisors and managers ensure the most effective use of available technology to improve police service delivery.

The purpose of the 2009 Promotional Process is to identify the members who possess the problem solving, organization, leadership, communication competencies essential to successful performance as Sergeants, Lieutenants and Captains. This Circular describes the Promotional Process eligibility requirements, structure, reference materials for the written test, and the application procedures.

II. ELIGIBILITY REQUIREMENTS

Rank For Which Competing	Eligibility Requirement(s)
All Ranks	Most recent (Fiscal Year 2008) Annual Performance Rating of "Meets Expectations", "Exceeds Expectations", or "Significantly Exceeds Expectations"
Lieutenant to Captain	<ul style="list-style-type: none">o Minimum of one (1) year of continuous service as a Lieutenant in the MPD as of September 30, 2009; ando Serving in the rank of Lieutenant as of September 30, 2009
Sergeant to Lieutenant	<ul style="list-style-type: none">o Minimum of two (2) years of continuous service as a Sergeant in the MPD as of September 30, 2009; ando Serving in the rank of Sergeant as of September 30, 2009

Officer to To Sergeant	<ul style="list-style-type: none"> o Minimum of four (4) years of cumulative service, continuous or intermittent, as an officer in the MPD as of September 30, 2009
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NOTE: If a member did not receive a Fiscal Year 2008 Annual Performance Rating, the member's Fiscal Year 2007 performance rating must have been "Meets Expectations", "Exceeds Expectations", or "Significantly Exceeds Expectations".

For other rating circumstances, the member should contact for guidance the Testing and Assessment Branch on (202) 727-4772, 0900 to 1600 hours, Monday through Friday, or by email at mpd.testing@dc.gov.

III. STRUCTURE

- A. The 2009 Promotional Process for Sergeant, Lieutenant, and Captain will consist of a Written Test and an Assessment Phase. The Written Test will contain multiple-choice items designed to evaluate members' technical and supervisory management knowledge. The Assessment Phase will include a problem solving in-basket/writing exercise and an oral (situational) interview designed to evaluate member's problem solving, organization, leadership, management, and communication competencies.
- B. Following are the percentage content weights for the Written Test items. These numbers are approximate and may not reflect the final weighting of the content areas on the written examination.

Rank for Which Competing	Written Test Weight: Technical Knowledge	Written Test Weight: Supervisory Management Knowledge
Lieutenant to Captain	40%	60%
Sergeant to Lieutenant	45%	65%
Officer to Sergeant	60%	40%

- C. For those members competing in the Assessment Phase, the relative weights used to determine the final promotion ratings of the members will be:

Rank for Which Competing	Written Test Final Percentage Weight	Assessment Phase Final Percentage Weight
Lieutenant to Captain	25%	75%
Sergeant to Lieutenant	30%	70%
Officer to Sergeant	40%	60%

IV. WRITTEN TEST REFERENCE MATERIALS

- A. The Written Test will be composed of items based upon the reference materials listed in Parts IV.B through IV.E below in effect on April 30, 2009.
- B. Following are the reference materials that will be used to develop items for the Written Tests for all ranks (i.e., Lieutenant to Captain, Sergeant to Lieutenant, and Officer to Sergeant):

Reference Materials for Written Tests for All Ranks
<p>1. The MPD General Orders listed in Attachment "A" of this Circular and the related Special Orders as amended (e.g., General Order Changes).</p> <p>Note: Members who apply for the 2009 Promotional Process (Part V. below) will be issued a CD ROM that contains the required MPD Directives (General Orders, General Order Changes, Special Orders) and advised by teletype of the procedures for obtaining the CD Rom. Members shall not use MPD resources to print copies of the Directives.</p>
<p>2. The following Titles and Chapters of <i>District of Columbia Criminal Law and Procedure</i> as of January 25, 2006:</p> <ul style="list-style-type: none"> a. Title 5, Chapter 1 (Metropolitan Police); b. Title 7: Chapter 23 (Public Emergencies); 25 (Firearms Control); and 26 (Reporting of Injuries Caused by Firearms or Other Dangerous Weapons); c. Title 8: Chapter 9 (Illegal Dumping Enforcement); 18 (Animal Control); and 19 (Dangerous Dogs); d. Title 22 (Criminal Offenses and Penalties): Chapters 1 through 37A and 45; e. Title 23: Chapter 5 (Warrants and Arrests; 9 (Fresh Pursuit); and 19 (Crime Victims' Rights); f. All of Title 25 (Alcoholic Beverage Regulation); g. Title 48: Chapter 9 (Controlled Substances); and h. Title 50: Chapter 3 (Regulation of Taxicabs); 14 (Operators' Permits); 16A (General Helmet Use); 17 (Child Restraint); 17A (Distracted Driving); 18 (Mandatory Seat Belts; and 19 (Motor Vehicle Operators; Implied Consent to Blood-Alcohol Content Tests). <p>Note: The D.C. Official Code is available at the mpdc.dc.gov using the "Government" -- "DC Laws" -- and D.C. Official Code Online" -- links. For assistance, contact the Testing and Assessment Branch staff on (202) 727-4772, 0900-1600 hours, Monday through Friday.</p>
<p>3. Labor Agreement between the Government of the District of Columbia Metropolitan Police Department and the Fraternal Order of Police MPD Labor Committee, Effective FY 2004 - FY 2008.</p> <p>Note: The Labor Agreement is available at Directives Online on the MPD Intra-Net homepage.</p>

4. Metropolitan Police Department, Diversity and EEO Compliance Branch, *Brochure and Reference Guide*.

Note: The Brochure and Reference Guide is available within the "Policies and Procedures" section of the MPD Intra-Net homepage at "Diversity and EEO Compliance".

C. Following are the reference materials, in addition to the materials listed in Part IV.B, that will be used to develop items for the Written Test for **Lieutenant to Captain**:

Additional Reference Materials for Written Test for Lieutenant to Captain
<p>1. Labor Agreement between the Metropolitan Police Department and the National Association of Government Employees (NAGE) (Local R3-05), Effective March 8, 2007 - September 30, 2010.</p> <p>Note: The Labor Agreement is available at Directives Online on the MPD Intra-Net homepage.</p>
<p>2. Walker, Jeffery T., and Hemmens, Craig. (2008, 8th edition). <i>Legal Guide for Police: Constitutional Issues</i>. Chapters 1 through 8. LexisNexis: Anderson Publishing.</p> <p>Notes: (1) Any references to the New York v. Belton (453 U.S. 454 (1981)) shall not be considered study material. (2) The text is available through www.lexisnexis.com/anderson/criminaljustice or 1-800-223-1940.</p>
<p>3. Corder, Gary W., and Scarborough, Kathryn E. (2007, 6th Edition). <i>Police Administration</i>. Chapters 1, 2, 3, 5, 6, and 9 through 15. LexisNexis: Anderson Publishing.</p> <p>Note: This text is available through www.lexisnexis.com/anderson/criminaljustice or 1-800-223-1940.</p>
<p>4. Metropolitan Police Department, <i>Standard Operating Procedures for Handling First Amendment Assemblies and Mass Demonstrations</i>, Revised July 30, 2008.</p> <p>Note: This document is available within the "Policies and Procedures" section of the MPD Intra-Net homepage.</p>

D. Following are the reference materials, in addition to the materials listed in Part IV.B, that will be used to develop items for the Written Test for **Sergeant to Lieutenant**:

Additional Reference Materials for Written Test for Sergeant to Lieutenant
<p>1. Walker, Jeffery T., and Hemmens, Craig. (2008, 8th edition). <i>Legal Guide for Police: Constitutional Issues</i>. Chapters 1 through 8. LexisNexis: Anderson Publishing.</p> <p>Notes: (1) Any references to the New York v. Belton (453 U.S. 454 (1981)) shall not be considered study material. (2) The text is available through www.lexisnexis.com/anderson/criminaljustice or 1-800-223-1940.</p>

<p>2. Roberg, Roy; Novak, Kenneth, and Cordner, Gary. (2009, 4th Edition). <i>Police and Society</i>. Chapters 3, 4, 5, 7, 9, 10, 13, and 15. Oxford University Press.</p> <p>Note: This text is available through www.oup.com/us or 1-800-451-7556.</p>
<p>3. Metropolitan Police Department, <i>Standard Operating Procedures for Handling First Amendment Assemblies and Mass Demonstrations</i>, Revised July 30, 2008.</p> <p>Note: This document is available within the "Policies and Procedures" section of the MPD Intra-Net homepage.</p>

- E. Following are the reference materials, in addition to the materials listed in Part IV.B, that will be used to develop items for the Written Test for **Officer to Sergeant**:

Additional Reference Materials for Written Test for Officer to Sergeant
<p>1. Del Carmen, Rolando V., and Walker, Jeffery T. <i>Briefs of Leading Cases in Law Enforcement</i>. (2008, 7th Edition). LexisNexis: Anderson Publishing. Chapters 1 through 9, 11, 13, 15, and 19. LexisNexis: Anderson Publishing.</p> <p>Notes: (1) Any references to the New York v. Belton (453 U.S. 454 (1981)) shall not be considered study material. (2) This text is available through www.lexisnexis.com/anderson/criminaljustice or 1-800-223-1940.</p>
<p>2. Pearson Custom Publishing, <i>Core Concepts for Law Enforcement Managers</i>. (2008). Chapters 3, 5, 9 through 12, 15, 18, and 23.</p> <p>Note: This text is available by contacting 1-800-343-4473. The book will be available shortly through www.publicsafetyrecruitment.com (Click on the link at the top of the page for "Study Guides").</p>

V. APPLICATION PROCEDURES

- A. Sworn members who meet the 2009 Promotional Process eligibility requirements listed in Part II above will be able to apply to participate in the Process through the use of SiTELMS by clicking on the link either:
1. On the MPD Intranet Homepage; or
 2. On any computer connected to the internet by typing www.mpdcsitelms.org.
- B. Members wishing to participate in the 2009 Promotional Process should:
1. Log into SiTELMS;

NOTE: Since it is important the Testing and Assessment Branch be able to contact you about Promotional Process events, members should ensure their Profile is current with respect to: CAD, Specialty (assignment), Appropriate CE Manager, Position (Current Rank), Email Address (login name), and Contact Telephone Number.

2. Under "Mandatory" (yellow tab) courses, select the appropriate application course:
 - a. 2009 Promotional Process, Officer to Sergeant On-Line Application Process;
 - b. 2009 Promotional Process, Sergeant to Lieutenant On-Line Application Process; or
 - c. 2009 Promotional Process, Lieutenant to Captain On-Line Application Process.
3. Review the course and answer a series of eligibility questions that must all be answered with a "Yes" response in order to apply for the 2009 Promotional Process.

NOTE: Members may exit the "Course" at any point and re-enter at a later time in order to file an application.

- C. Answering all five questions "Yes" will constitute an application for the 2009 Promotional Process. Members do not need to submit paper/hardcopy applications.
- D. Members who wish to print out a copy of their answers as documentation of their application, SiTELMS, should:
 - a. Click on the "Reports" icon on the left;
 - b. Click on "My Curriculum Report";
 - c. Locate the 2009 Promotional Process Course which has been completed;
 - d. Click on "Chapter" to see his/her score for the Course (which should be 100%);
 - e. Click on "Response" to see the individual answers;
 - f. Obtain a printed copy of any screen, including the screen that contains the Score by clicking "Print".
- E. Members should note the following:
 1. As in other SiTELMS courses, each of the 2009 Promotional Process courses, prior to completion, will be under "My Curriculum" and marked with a red ball.

2. Members should complete the one 2009 Promotional Process Course that is appropriate to the rank for which they eligible.
3. Members should be sure that they actually complete the course by continuing through to the end and exiting.
4. Once members have completed the appropriate course, it will move to the "Complete" tab, where, if a member clicks on it, it will show a green ball. If it does not do so, then the member did not complete the course and has not applied for the 2009 Promotional Process.

E. Members must complete the on-line application process no later than midnight, June 20, 2009.

F. The SiTELMS Application Process is scheduled to be available May 7, 2009. A teletype will be released to announce its activation and provide, if necessary additional instructions.

G. The SiTELMS Help Desk Number is 1-877-748-3567.

H. Members with questions regarding application procedures shall contact the Testing and Assessment Branch by calling 727-4772, Monday through Friday, between 0900 and 1600 hours, or by e-mail at: mpd.testing@dc.gov

I. After the closing date for the receipt of applications through SiTELMS, the Commanding Official, Office of Risk Management, shall certify the eligibility of each applicant for the 2009 Promotional Process.

VI. ADDITIONAL INFORMATION

A. The 2009 Written Test is scheduled to take place at 0900 hours, July 29, 2009, at the Walter E. Washington Convention Center, 801 Mount Vernon Place, NW, Washington, D.C. 20001.

B. The Assessment Phase, including the Candidate Orientation Sessions and Assessment Phase Exercises, is scheduled to take place between August 24 and October 2, 2009. Therefore, members shall adjust their leave schedules accordingly.

C. Members who have already been activated, or members who anticipate being activated to serve in the Armed Forces, Reserve, National Guard, or other uniformed service, during the time period listed in Part VI.A and VI.B above shall submit a memorandum, through the U.S. mail or electronically by email to Captain Michael Eldridge, Metropolitan Police Department, Testing and Assessment Branch, 300 Indiana Avenue NW, Room 6041, Washington, DC 20001 or mpd.testing@dc.gov.

The memo shall state the member's intent to apply and certify that the member meets all eligibility requirements. The memo shall explain the military service requirements (Military Branch, dates, and location of service) and include complete contact telephone numbers, U.S. Postal Service mailing address, and, if available, an email address.

- D. Members who are activated for service in the Armed Forces, Reserve, National Guard, or other uniformed service after submitting their application shall immediately contact Captain Michael Eldridge, Testing and Assessment, to provide the dates of activation and telephone and mail/email contact information. Captain Eldridge may be contacted by telephone on 727-4772, in writing at 300 Indiana Avenue NW, Room 6041, Washington, DC 20001, or by email at mpd.testing@dc.gov
- E. Any circumstances that would affect any member's availability to participate in the Promotional Process at any time during the dates listed in Part VI.A and VI.B above shall be reported as soon as possible to Captain Eldridge Director, Testing and Assessment Branch in writing, by telephone (727-4772, Monday through Friday, between 0900 and 1600 hours) or by e-mail (mpd.testing@dc.gov).
- F. Members will be required to use a desktop computer for selected exercises of the Assessment Phase to be announced at a later date. Members should familiarize themselves with the basic operations of a desktop computer and also be able to use Microsoft WORD.
- G. The names of members who complete all components of the 2009 Promotional Process will be placed on the 2009 Register of Eligibles in descending order of the weighted components of the 2009 Promotional Process for Sergeant, Lieutenant, and Captain. The names of members with identical ratings will be ordered pursuant to Article 25, *Seniority*, of the FY 2004 – FY 2008 Labor Agreement between the MPD and the Fraternal Order of Police MPD Labor Committee.
- H. Unless otherwise authorized by the Chief of Police, the 2009 Register of Eligibles for Sergeant, Lieutenant and Captain shall remain in effect for two (2) years from the date the Register is established.
- I. Members who require clarification regarding this Circular, or assistance in obtaining copies of the the Reference Materials, may contact the Testing and Assessment Branch by calling 727-4772, Monday through Friday, between 0900 and 1600 hours, or by e-mail at: mpd.testing@dc.gov

VII. ATTACHMENT

Attachment A: 2009 Written Test Reference Materials: Metropolitan Police Department General Orders



Cathy L. Lanier
Chief of Police

**2009 Promotional Process for Sergeant, Lieutenant and Captain Reference Materials
Metropolitan Police Department General Orders**

Topic/Series/Number	Effective Date	Subject
100 SERIES: ORGANIZATION OF THE METROPOLITAN POLICE DEPARTMENT		
GO-PER-100.11	04/25/06	Medical Services
GO-PER-120.13	05/25/04	Employee Indebtedness
GO-PER-120.21	04/13/06	Disciplinary Procedures and Processes
GO-PER-120.23	01/16/04	Serious Misconduct Investigations
GO-PER-120.25	02/19/09	Processing Citizen Complaints
200 SERIES: ADMINISTRATIVE PROCEDURES		
GO-PER-201.09	02/17/05	Equal Employment Opportunity
GO-PER-201.12	03/28/03	Legal Counsel for Employees
GO-PER-201.17	04/16/04	Outside Employment
GO-PER-201.19	06/11/03	Employee Personnel Records
GO-PER-201.20	04/13/06	Performance Management System (PMS) for Sworn Members in the Rank / Position of Civil Service Sergeant, Investigative Personnel and Officer
GO-PER-201.21	01/06/05	Limitations on Work Hours
GO-PER-201.22	06/01/05	Fire and Police Disciplinary Action Procedure Act of 2004
GO-PER-201.23	12/20/06	Station Clerk Duties
General Order 201.26	11/10/76	Duties, Responsibilities and Conduct of Members of the Department
GO-PER-201.27	09/03/08	The Master Patrol Officer Program
General Order 201.28	03/27/90	Metropolitan Police Employee Assistance Program (MPEAP)
GO-PER-201.29	03/19/08	Police Officer Initial Training Program
GO-PER-201.33	02/05/08	Field Training Program
GO-RAR-201.36	04/11/05	Metropolitan Police Department Sworn Law Enforcement Officer Code of Ethics
GO-OPS-204.04	12/01/03	Ride-Along Program
GO-OPS-204.06	06/13/03	Victim/Witness Services
GO-OPS-204.07	04/15/02	Provisions for Homeless Persons During Periods of Cold Weather
General Order 206.02	05/07/78	Granting of Advanced Annual or Sick Leave and Leave Without Pay
300 SERIES: FIELD ACTIVITIES		
General Order 301.01	12/28/79	Vehicle Operation and Maintenance
GO-OPS-301.02	11/13/07	Specialized Mission Units
GO-OPS-301.03	02/25/03	Vehicular Pursuits
GO-OPS-301.04	07/24/02	Motor Vehicle Take-Home Program
GO-OPS-301.05	12/15/06	Off Duty Use of Government-Owned or Leased Motor Vehicles
GO-OPS-301.11	7/9/08	Operation and Use of the Police Segway
General Order 302.01	04/28/81	Calls for Police Services
GO-SPT-302.02	06/15/04	Radio Broadcasts and Look-Outs
General Order 302.05	10/27/80	Radio Communications

**2009 Promotional Process for Sergeant, Lieutenant and Captain Reference Materials
Metropolitan Police Department General Orders**

General Order 302.06	04/30/92	The Washington Area Law Enforcement System (WALES)
GO-SPT-302.10	02/21/07	Mobile Device Security
GO-SPT-302.11	10/02/08	Telecommunication Devices
General Order 303.01	04/30/92	Traffic Enforcement
GO-OPS- 303.03	11/16/06	Tow Crane Operation and Enforcement
GO-SPT-303.05	03/22/04	Suspending and Revoking Operator Permits
General Order 303.06	03/21/74	Erection of Temporary No Parking Signs, Granting of Special Parking Privileges, and Detailing of Police at Private Gatherings and for Escort Service
GO-SPT-303.07	06/11/03	Police Arrangements for Election Day Voting Process
GO-OPS-304.03	01/30/04	Missing Person Reports
GO-SPT-304.04	06/11/03	Interception of Wire or Oral Communications
GO-OPS-304.06	12/22/06	Adult Sexual Assault Investigations
General Order 304.08	04/30/92	Collection of Physical Evidence; Utilization of the Crime Scene Examination Section and Crime Scene Search Officers
General Order 304.10	07/01/73	Police-Citizen Contacts, Stops and Frisks
GO-OPS-304.11	11/07/03	Intrafamily Offenses
GO-OPS-304.14	02/28/01	Deaf or Hearing Impaired Arrestees
GO-OPS-304.15	03/19/07	Unbiased Policing
GO-SPT-304.16	02/02/06	Electronic Recording of Custodial Interrogations
GO-SPT-304.17	07/18/08	Bait Car Program
General Order 305.01	12/10/90	Handling Juveniles
General Order 305.02	11/18/94	Truancy Awareness and Prevention Program (TAPP)
GO-RAR-306.01	02/18/05	Canine Teams
GO-OPS-308.04	09/22/00	Processing of Persons Who May Suffer from Mental Illness
GO-OPS-308.11	12/29/03	Handling Fire/EMS Incidents
GO-OPS-308.12	08/24/01	Diplomats, Foreign Nationals and Resident Aliens
General Order 309.01	11/07/86	Barricade/Hostage Situations and Other Unusual Incidents
GO-OPS-309.03	04/04/06	Forcible Entries/Property Damage Caused by MPD Police Action
General Order 309.04	05/29/90	Procedures for Handling Demonstrations Directed at Foreign Governments
GO-OPS-309.05	03/02/07	Handling Kidnapping/Extortion Cases
GO-RAR-310.01	03/07/03	U.S. Capitol Police
GO-RAR-310.04	08/30/02	Mutual Aid Agreement
GO-RAR-310.08	05/13/05	MPD School Safety Division
GO-RAR-310.09	05/13/05	Information Exchange Protocols Between District Personnel and School Safety Division
400 SERIES: REPORTING PROCEDURES		
GO-SPT-401.01	03/04/04	Field Reporting System
GO-SPT-401.02	04/22/02	Crash Review Board (CRB)
GO-SPT-401.03	04/03/09	Traffic Crash Reports
GO-OPS-401.07	09/03/04	Animal Complaints and Reporting Animal Bittings

**2009 Promotional Process for Sergeant, Lieutenant and Captain Reference Materials
Metropolitan Police Department General Orders**

General Order 401.08	10/17/94	Notification of Next of Kin in Cases of Serious Injuries or Fatalities
GO-SPT-401.10	07/22/02	Telephone Reporting Unit/Walk-In Reporting System
GO-OMA-403.01	01/30/04	Solicitation and Acceptance of Donations
GO-PER-404.06	07/31/02	Roll Call Training
500 SERIES: ARREST AND DETENTION PROCEDURES		
GO-PCA-501.02	10/16/07	Handling Interactions with Transgender Individuals
GO-PCA-501.03	02/25/03	Handling Intoxicated Persons
GO-PCA-501.04	01/30/07	Conducting Police Business in Federal Government Buildings
GO-PCA-501.05	07/15/04	Arrests of Armed Forces Personnel
GO-PCA-501.06	11/22/02	Fugitives from Justice
GO-PCA-501.08	08/15/05	Arrest of Escapees From the D.C. Department of Corrections
GO-PCA-502.01	01/12/01	Transportation of Prisoners
GO-PCA-502.05	11/22/02	Use of the Detention Journal
GO-PCA-502.06	03/29/07	Citation Release Program
600 SERIES: PROCEDURES IN HANDLING PROPERTY		
General Order 601.01	04/30/92	Recording, Handling, and Disposition of Property Coming into the Custody of the Department
GO-SPT-601.02	02/03/04	Preservation of Potentially Discoverable Material
GO-SPT-601.03	03/03/04	Handling and Accounting for Seized and Forfeited Property
GO-OPS-603.07	12/19/02	Closed Circuit Television Cameras (CCTV)
700 SERIES: COURTS AND COURT PROCEDURES		
GO-PCA-701.01	12/31/08	Courts and Hearings
GO-PCA-701.03	12/29/03	Handling Assaults on Police Officers
GO-PCA-701.06	08/02/05	Court Appearance Notifications
General Order 702.01	10/20/86	Arrest and Bench Warrants
General Order 702.02	09/21/81	Juvenile Custody Orders
800 SERIES: HOMELAND SECURITY		
GO-HSC-800.02	12/28/06	Incident Command System
GO-HSC-802.02	11/03/06	Radiation Detection Program
GO-OPS-802.04	05/21/02	Hazardous Materials Incidents
GO-HSC-802.05	03/23/07	Point of Distribution (POD) Program
GO-HSC-802.06	01/16/09	Suspicious Activity Reporting Program
GO-OPS-803.02	10/17/03	Snow Emergency
GO-OPS-803.03	07/15/04	Electrical Power Crisis
GO-OPS-803.04	08/27/03	Emergency Response Plan
GO-OPS-805.01	05/17/04	The Civil Disturbance Unit
GO-OPS-805.02	04/26/04	The Special Threat Action Team
GO-OPS-805.03	01/06/05	Specialized Equipment Support Unit (SESU)
GO-HSC-805.04	04/22/09	Bomb Threats and Explosive Devices
900 SERIES: FIREARMS AND OTHER WEAPONS		
GO-RAR-901.01	06/12/08	Handling of Service Weapons
General Order 901.02	07/17/96	Wearing of Personal, Non-Issued Pistols and Holsters

**2009 Promotional Process for Sergeant, Lieutenant and Captain Reference Materials
Metropolitan Police Department General Orders**

GO-RAR-901.04	10/07/02	Oleoresin Capsicum (OC) Spray Dispensers
GO-RAR-901.07	10/07/02	Use of Force
GO-RAR-901.08	10/07/02	Use of Force Investigations
GO-RAR-901.09	02/14/03	Use of Force Review Board
GO-RAR-901.10	10/07/02	Carrying Weapons and Transporting Prisoners Aboard Aircraft
GO-RAR-901.11	10/07/02	Force Related Duty Status Determination
1000 SERIES: POLICE AND FIRE CLINIC		
General Order 1001.2* (100.12)	01/09/98	Optional Sick Leave Program
General Order 1002.1* (100.21)	01/09/98	Physical Examinations
General Order 1002.4* (100.24)	01/09/98	Drug Screening Program
General Order 1002.5* (100.25)	01/09/98	Random Drug Screening Program
1200 SERIES: GENERAL CONDUCT		
General Order 1202.2* (120.22)	04/01/77	Procedures for Handling Instances of Tardiness
General Order 1202.4* (120.04)	10/27/80	Revocation of Police Powers

Notes:

(1) The "1000" and "1200" Series General Orders can be found on Directives Online in the "100" Series as shown.

(2) The related General Order Changes and Special Orders are shown in the Index of Published Directives" that is available on Directives Online by clicking "Directives Index" and as an attachment to Circular-09-02, dated 05/01/09.