

# **SANTA CLARA POLICE DEPARTMENT GENERAL ORDER 16.35**

## **SPECIAL EVENTS POLICE OFFICER**

**ISSUED OCTOBER 2014**

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### **16.3.5 Special Events Officer Program**

In order to staff special events at the city owned sports stadium, the Special Events Officer Position was created.

This position is open to any law enforcement officer who is:

- 1) Currently employed as a full time or part time peace officer with a California law enforcement agency, or;
- 2) Currently working as a Reserve Police Officer with a California law enforcement agency, or;
- 3) Honorably retired as a full time peace officer from a California law enforcement agency (retired officers must have a valid POST certificate).

The Special Event Officer position is an as-needed Per Diem Police Officer position. As-needed employment is not to be considered permanent. Under CalPERS regulations and the City of Santa Clara practices, as-needed employees are not permitted to work more than 999 hours per fiscal year (July 1 through June 30). Retired annuitants must not work more than 960 paid hour per fiscal year.

As-Needed employees will be enrolled in the Public Agency Retirement System (PARS) alternate retirement system in lieu of participation in CalPERS and Social Security. However, if the employee has been previously employed by a CalPERS employer and has funds on deposit with CalPERS, the employee will be enrolled in CalPERS and Social Security upon your first date of as-needed employment with the City of Santa Clara.

Special Event Officers are provided copies of the below listed Operation Manual Sections and are responsible for their content: 1.3 Use of Force, 1.4 Less Lethal Force, 1.5 Reporting/Documenting Use of Force, 1.8 Weapons and Ammunition, 26.1 Disciplinary Procedures, 26.3 Code of Conduct, 26.4.6 Conflicts of Interest, 54.1.1 Media Relations, 84.1 Property and Evidence Control, and 96.8 social Media Policy.

Special Event Officers are assigned to incidents associated to Levi's Stadium. Special Event Officers are peace officers and will be supervised by full-time police supervisors. Special Event officers will generally be assigned to a team of officers led by a police Sergeant. Special Event officers will be advised of who their supervisor is at the time of deployment.

## **16.3**

### **16.3.5.1 Selection Process**

The selection process for a Special Events Officer is very similar to that for a full-time officer, in that the level of experience, physical condition and other selection criteria applies equally. At this time, the level of education required for a Special Event Officer is less than that for a regular sworn police officer.

### **16.3.5.2 Required Pre-Service Training**

#### **EDUCATION AND EXPERIENCE**

- Currently employed as a Full Time or Part Time Peace Officer with a California Law Enforcement Agency; or
- Currently working as a Level I Reserve Police Officer with a California Law Enforcement Agency; or
- Recently retired from Law Enforcement Service and still in possession of a valid POST Certificate.

#### **LICENSES &/OR CERTIFICATES**

- Possession of valid California Class C driver's license is required;
- Possession of a Basic Peace Officer Certificate issued by the California Commission on Peace Officer Standards and Training (POST) is required at time of application (Not required for Reserve Officers, see below);
- Must have successfully graduated from a POST approved basic academy; (Reserve Level 1 Modular Academy is acceptable)
- Must have passed Field Training Program with home agency as required by POST;
- Must have passed Probationary Period with home agency;
- Pursuant to Government Code Section 1031, applicants must be a citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship; and
- Must maintain current CPR and First Aid Certification.

### **16.3.5.3 Uniforms and Equipment**

- Special Event Officers will be required to purchase Department Uniforms (reimbursement, in an amount set by the Chief of Police, will occur after working ten regular events).
- Special Event Officers will be required to provide their own safety equipment (defined as ballistic vest, duty belt, and firearm).

### **16.3.5.4 In-Service Training**

Special Event Officers are required to maintain their active POST certification with their home agency. Retired Special Event Officers are required to maintain their POST

certificate through training offered on the POST website. Failure to maintain the required POST certification may result in dismissal.

**16.3.5.5 Use of Force and Firearms Training**

Use of Force is covered under General Order 1.3. A Special Event Officer is required to remain qualified with their duty weapon through their home agency. Retired Special Event Officers will qualify quarterly at the Santa Clara Police Range with their duty weapon.

**16.3.5.6 Liability Protection**

The City will provide liability protection and legal defense coverage if the event a Special Event Officer faces civil and/or disciplinary proceedings. The Police Officer Bill of Rights Protection will be extended to all Special Event Officers.

**16.3.5.7 Concealed Weapons Permits**

Concealed weapons permits (CCW's) are covered in General Order 1.9 and are generally not extended to Special Event Officers. Any CCW privileges must come from their home agency or through their retirement status.