

**SAN DIEGO POLICE DEPARTMENT  
ORDER**

**DATE/TIME:** APRIL 18, 2019 - 0900 HOURS  
**NUMBER:** OR 19-08R  
**SUBJECT:** MANDATORY FTO REFRESHER TRAINING  
**COST CENTER:** 1914161114  
**SCOPE:** ALL FTO PERSONNEL  
**DEPARTMENT PROCEDURE AFFECTED:**

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The Field Training Administration will resume FTO quarterly refresher training beginning on **April 29, 2019** and will conclude on **May 10, 2019**.

**All FTOs and FTO Sergeants** are **required** to attend this mandatory refresher training. **Lieutenants** are **not required** to attend. All refresher training will be held at the **Field Training Administration Office (Central Garage, 3940 Federal Boulevard, S/W corner 2<sup>nd</sup> floor)**. Please park in the dirt lot across the street from the central garage or on the street. The schedule will be the following:

<b>April 29, 2019</b>	Mon	0500 / 0630 / 1430 hrs.
<b>April 30, 2019</b>	Tues	0630 / 1430 hrs.
<b>May 1, 2019</b>	Wed	1430 / 2130 hrs.
<b>May 2, 2019</b>	Thurs	0630 / 2130 hrs.
<b>May 3, 2019</b>	Fri	0630 / 1430 / 2130 hrs.
<b>May 6, 2019</b>	Mon	0500 / 0630 / 1430 hrs.
<b>May 7, 2019</b>	Tues	0630 / 1430 hrs.
<b>May 8, 2019</b>	Wed	1430 / 2130 hrs.
<b>May 9, 2019</b>	Thurs	0630 / 2130 hrs.
<b>May 10, 2019</b>	Fri	0630 / 1430 / 2130 hrs.

(Training will last approximately 1 hour)

Please note: This refresher training will be conducted for a 2-week period only. **All** FTOs and FTO Sergeants **must attend** one of the meetings. Excused absences, such as prolonged illness or extended military leave, can only be authorized by the FTO Administration on a case-by-case basis. ***FTOs in A/Sgt and A/Det. positions are not exempt from attending the sessions.*** Unexcused absence may result in release from the FTO program.

Overtime is not allowed except as authorized by the area commanding officer. For additional information, contact FTO Administration, (619) 446-1008 / 61004 / 61005. Please pass this memo on to your FTO Lieutenants for dissemination to their field training staff.

Any questions concerning this order should be directed to Lieutenant David Bautista at phone number (858) 449-6343.

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Please read at squad conferences and give a copy to all FTO personnel.