

**SAN DIEGO POLICE DEPARTMENT
ORDER**

DATE/TIME: JULY 24, 2020 0700 HOURS
NUMBER: OR 20-27
SUBJECT: MANDATORY REFRESHER TRAINING
COST CENTER: 1914161114
SCOPE: ALL FTO PERSONNEL
DEPARTMENT PROCEDURE AFFECTED: N/A

The Field Training Administration will resume FTO quarterly refresher training beginning on August 17, 2020 and will conclude on August 28, 2020.

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 2nd floor)**. Please park in the dirt lot across the street from the central garage or on the street. The schedule will be the following:

August 17, 2020	Mon	0500 / 0630 / 1430 hrs.
August 18, 2020	Tues	0630 / 1430 hrs.
August 19, 2020	Wed	1430 / 2130 hrs.
August 20, 2020	Thurs	0630 / 2130 hrs.
August 21, 2020	Fri	0630 / 1430 / 2130 hrs.
August 24, 2020	Mon	0500 / 0630 / 1430 hrs.
August 25, 2020	Tues	0630 / 1430 hrs.
August 26, 2020	Wed	1430 / 2130 hrs.
August 27, 2020	Thurs	0630 / 2130 hrs.
August 28, 2020	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. Lieutenants are not required to attend. 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 Kevin Wong at kwong@pd.sandiego.gov.

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