

SAN DIEGO POLICE DEPARTMENT ORDER

DATE/TIME: AUGUST 28, 2020 1500 HOURS
NUMBER: OR 20-32
SUBJECT: DP 8.20 (Evacuations & Repopulation) & Fire Safety Training Videos
COST CENTER: 1914161111
SCOPE: ALL MEMBERS OF THE DEPARTMENT
DEPARTMENT PROCEDURE AFFECTED: D.P. 8.20

Department Procedure 8.20 (Evacuations & Repopulation) has been updated with extensive changes to bring the department in line with countywide protocol. A Success Factors video series has been assigned to highlight some of the changes/additions within this procedure and the countywide protocol. These videos will provide safety information regarding responding to and operating during a wildland fire. The videos are mandatory for all sworn department members, as well as non-sworn members with field responsibilities. The video series is currently available for viewing on Success Factors. All Department members shall view this video series and attached documents by ***September 30, 2020. Success Factors captures the time stamp of your initial access and closing of the learning. Do not open any other windows while completing the learning.***

There are two options for ensuring all Department members view this video series.

Option 1 - Individual Department members may watch the video series through their individual Success Factors account. If the video series is viewed using this option, Department members will click “agree” at the bottom of each learning at the conclusion of the video. By clicking “agree” the Department member will receive credit for watching the video and the In-Service Training Unit will automatically be notified.

Option 2 - Supervisors may facilitate viewing of the video in a lineup format. If this option is used, the supervisor facilitating the lineup will use their Success Factors account to retrieve the video. The supervisor facilitating the viewing is responsible for capturing a roster of all Department members at the viewing using the roster attached to this order. Once completed, the roster shall be scanned and emailed to Officer Joshua Hodge at jhodge@pd.sandiego.gov. If the final roster is not submitted, those who watched the video in the lineup will not receive appropriate credit.

To access the videos in Success Factors:

1. Please use Firefox Web Browser.
2. Enter [REDACTED] and login with City LAN access.
3. Select “Success Factors (Production)”

4. At the first screen, check to make sure you see the word “Learning” in the upper left corner. If you see “Analytics” or “Home” in that area, click on that word and then click on “Learning” from the drop down. This will take you to the “Learning” page.
5. In the middle of the screen you will see a box with the header “Find Learning” that contains a search line which reads, “What do you want to LEARN today?” In that search box type ***“Wildfire Training Video Series”***.
6. A list of courses will show up on your screen. Click on ***“Wildfire Training Video Series.”***
7. On the next screen click on the sections for this learning. There are 5 sections total. You will need to complete them one at a time. **(A warning may appear regarding Pop-ups. Select “Options”. Then Select “Allow pop-ups for sandiego.plateau.com”)**
 - I. Wildfire Video Series Questions Acknowledgement
 - II. First on Scene -Wildfire Training for PISO’s, Officers and Supervisors
 - III. Wildfire Behavior
 - IV. Wildfire Survival Tactics
 - V. CalFire Retardant Drop Safety
 - VI. Utility Safety

These are in blue font. Click the blue font and click start course to begin the section. At the conclusion of each section you must click “agree” at the bottom of the screen to ensure you receive credit for completing the section. You will then click “Return to Content Structure” to return to the list of sections for the learning.

8. ***Supervisors have been assigned an additional learning “Wildfire Season Training Video for Supervisors Only.” This will need to be completed on the Supervisor’s individual Success Factors account.***
9. Please Repeat Steps 4-7.
10. At the conclusion of the video you must click “agree” at the bottom of the screen to ensure you receive credit for viewing the video. Click “Return to Content Structure” to view your completion certificate.

This video series shall be completed by September 30, 2020.

This video series was created by the San Diego Sheriff’s Department for joint use amongst public safety agencies throughout San Diego County. Throughout the videos you will see information regarding contacting the San Diego Sheriff’s Department for any questions about the contents of this video series. **Do not contact the San Diego Sheriff’s Department. Should you have any questions regarding the contents of this Wildfire Training Video Series, please contact the Critical Incident Management Unit (C.I.M.U.) at [REDACTED].** Any questions regarding Success Factors please contact In-Service Training, Officer Joshua Hodge jhodge@pd.sandiego.gov

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

