

INTERNAL AFFAIRS, PROFESSIONAL STANDARDS AND ETHICS

Internal Affairs: Safeguarding the Commitment to Excellence

“Overall, I am very impressed with the course. This is my first opportunity to get some formal training in Internal Affairs. The facility is excellent. The staff is top notch. I will be returning for future training. Thank you for everything.”

“Thank you for the professional manner in which you coordinate the classes at ILEA. This is absolutely first class training.”

“Very interesting, informative and helpful. Great course.”

— 2007 participants

Course Overview: The process for managing and investigating complaints against law enforcement personnel can be complex, sensitive and highly-charged. This four and one-half day, nationally-prominent program will provide participants with the knowledge and insights required to conduct and administer timely, objective and thorough internal affairs inquiries.

Topics:

- Administration of the internal affairs function
- Employee interviewing
- Employee drug testing and searches
- Procedural aspects of discipline
- Ethics and the internal affairs function
- Early-warning systems
- Relevant legal issues

Who Should Attend:

- Internal affairs investigators and managers
- Police department legal staff
- Human resources personnel
- Law enforcement supervisors and executives

Faculty: **Michael Berkow**
Chief, Savannah-Chatham Metro Police Department, Georgia

Daniel P. Carlson
Director, Institute for Law Enforcement Administration

Timothy J. Longo, Sr., Esq.
Chief, Charlottesville Police Department, Virginia

Dates and Location: November 3-7, 2008
ILEA headquarters (The Center for American and International Law), 5201 Democracy Drive,
Plano (Dallas metroplex), Texas 75024

Hours: 8:30am to 4:30pm Monday through Thursday; 8:30am to 12:00 noon Friday

Tuition: \$545 ILEA Member
\$645 ILEA Non-member

Cancellation Policy: Tuition, less a \$50 handling charge for each registration, will be refunded upon WRITTEN CANCELLATION received not later than five (5) working days prior to the program (e-mail: cburkel@cailaw.org). No refunds after this date, although substitutions of attendees for this program are permitted. Registrants not entitled to a refund will receive the course materials, with the exception of copyrighted items.

Hotel: See ILEA website at www.theILEA.org for hotel information.

TCLEOSE Credit: Law enforcement personnel attending this course are eligible for thirty-two (32) hours of Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE) credit.