



Town of Lexington

Police Department

Subject: Accreditation	
Reference: 11.4.3	
Effective Date: 05-01-2010	Review Date: Annually
By Order of: Mark J. Corr, Chief of Police	

Policy & Procedure

4A

GENERAL CONSIDERATIONS AND GUIDELINES

The Lexington Police Department has made a commitment to the accreditation process and has entered into an agreement with the Massachusetts Police Accreditation Program Commission. The Massachusetts Police Accreditation Program originated on October 17, 1996 through an executive Order of the Governor (No. 392). The Program was administered by a state agency known as the Massachusetts Police Accreditation Association, the Massachusetts Police Accreditation Coalition and the Massachusetts Executive Office of Public Safety.

In February of 2004, the Massachusetts Police Accreditation Commission transitioned from a state agency to a private, non-profit organization now known as the "Massachusetts Police Accreditation Commission, Inc.", hereinafter referred to as the "Commission." The Commission operates as a non-profit corporation organized under Chapter 180 of the Massachusetts General Laws and is an organization described in 501(c)(3) of the Internal Revenue Code.

The Commission consists of an eleven member Board of Directors. Six (6) members are appointed by the *Massachusetts Chiefs of Police Association*, two (2) by the *Coalition of Accreditation Managers of Massachusetts* (formerly the Massachusetts Police Accreditation Coalition), one (1) by the *Massachusetts Municipal Association* and one (1) by the *Massachusetts Police Association*. The Eleventh member is elected by a majority of the Board of Directors and must be affiliated with an academic institution.

The Commission's objective is to encourage the highest level of professionalism and integrity in the delivery of police services within the Commonwealth. To that end, the Commission develops standards for police voluntary certification and accreditation. It determines which standards are mandatory and which are optional, and oversees an assessment process by which agencies demonstrating compliance with its standards can be recognized.

The Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) was created in 1979 and derives its authority from the combined efforts of four major law enforcement membership associations. These associations are the International Association of Chiefs of Police (IACP), the National Organization of Black Law Enforcement Executives (NOBLE), the National Sheriff's Association (NSA), and the Police Executive Research Forum (PERF) CALEA has been establishing, publishing and promoting national standards for law enforcement agencies since the early 1980's.

Recognizing CALEA's mission and ongoing efforts, the Massachusetts Police Accreditation Commission continues to use CALEA's standards for national accreditation framework for state certification and accreditation. That means that some of the standards have been adopted as written by CALEA while others have been adopted with changes by the Commission; some minor and major to reflect pertinent state laws and regulations governing the standards subject matter.

The Lexington Police Department will actively and continuously seek to comply with the standards applicable to this Department. The primary benefits associated with this voluntary commitment include, but are not limited to:

- A. Improving the capability to prevent, control and investigate crime, apprehend offenders and recover stolen property.
- B. Increasing efficiency and effectiveness in the delivery of law enforcement services.
- C. Improving cooperation and coordination with other police departments and criminal justice agencies.
- D. Increasing citizen and employee confidence in the goals, objectives, policies and practices of the Department.

PROCEDURES

I. ACCREDITATION STANDARDS

- A. The accreditation standards will be maintained in the loose leaf notebooks distributed by CALEA titled Standards for Law Enforcement Agencies; The Standards Manual of the Law Enforcement Agency Accreditation Program.
- B. The Captain of Administration, or his designee, shall be responsible for updating each standards manual maintained by this Department.
- C. A standards manual will be available for review by any member of the Department. Command Staff officers will remain familiar with the standards manual and be able to use it as reference material.

II. ACCREDITATION MANAGER

- A. The Chief of Police shall appoint one officer to the position of Accreditation Manager.
- B. The Accreditation Manager shall:
 - 1. Maintain a liaison with the Massachusetts Police Accreditation Commission, Inc.
 - 2. Remain intimately familiar with the accreditation standards and all aspects of the accreditation process.
 - 3. Remain abreast of all proposed changes in the accreditation standards and procedures. [S]He shall also assess the impact of new or revised standards on the Department.
 - 4. Conduct and/or prepare accreditation related training for Department personnel.
 - 5. Review Department policy, procedure and practice to ensure compliance with the accreditation standards and the Department **Manual**.
 - 6. Prepare and maintain the related files and reports. Reporting shall include monthly and quarterly reports to the Chief of Police
 - 7. Prepare, schedule and make presentations to the Police Policy Manual Committee as necessary.