

**CHAPTER 6700**  
**BOARD OF PEACE OFFICER STANDARDS AND**  
**TRAINING**  
**TRAINING AND LICENSING**

6700 0100 DEFINITIONS  
6700 0500 ACADEMIC AND SKILLS LICENSING  
EXAMINATIONS  
6700 0501 RECIPROCITY LICENSING  
EXAMINATION  
6700 0601 EXAMINATION STANDARDS  
6700 0700 MINIMUM SELECTION  
STANDARDS  
6700 0701 NOTIFICATION OF CONVICTION

6700 0901 DEFINITIONS  
6700 0902 ACCREDITATION  
6700 1101 PART-TIME PEACE OFFICERS  
6700 1201 CONSTABLES  
6700 1400 INACTIVE STATUS OF PEACE  
OFFICER LICENSES  
6700 1600 VIOLATION OF STANDARDS OF  
CONDUCT

**6700.0100 DEFINITIONS.**

*[For text of subps 1 to 20, see M.R. 1987]*

Subp. 21. **Conviction of a felony.** "Conviction of a felony" means that a person has been charged with a crime punishable by more than one year and that the person was convicted of that crime regardless of a stay of imposition or stay of execution.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.0500 ACADEMIC AND SKILLS LICENSING EXAMINATIONS.**

*[For text of subps 1 to 3, see M.R. 1987]*

Subp. 4. [Repealed, 11 SR 2337]

Subp. 5. **Reinstatement of eligibility.** Upon successful completion of the required academic and skills licensing examinations, a person is eligible for licensure as a peace officer for three years. If the person is not licensed after three years, the person may reinstate his eligibility by passing the appropriate licensing examination. The executive director shall determine what examination is appropriate based on the substantive changes in law and police practices.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.0501 RECIPROCITY LICENSING EXAMINATION.**

Subpart 1. **Scope.** For the purposes of this part, the terms defined have the meanings given to them.

Subp. 2. **Basic police education.** "Basic police education" means:

A. a basic course recognized by a state council, state commission, state board, or state agency which leads to licensing or basic certification as a law enforcement officer where the appointing authority is located; or

B. a basic course sponsored by the federal government for its law enforcement officers, including but not limited to, the basic Drug Enforcement Administration's agent school, the Federal Bureau of Investigation's basic agent school, or the Federal Law Enforcement Training Center's uniformed patrol course or basic investigators course.

Subp. 3. **Law enforcement officer.** "Law enforcement officer" means a person appointed or employed as a peace officer in another state, or a federal law

enforcement employee, who has full powers of arrest, authority to carry a firearm, and is classified in a law enforcement position by the office of personnel management, not including any time served in the United States armed services.

Subp. 4. **Comparable preemployment education.** "Comparable preemployment education" means a total of ten points or more.

A. Years of experience:

- (1) one to five years, five points;
- (2) five years and one day to ten years, six points;
- (3) ten years and one day to 15 years, seven points;
- (4) 15 years and one day to 20 years, eight points;
- (5) 20 years and one day or more, nine points.

B. Basic police education:

- (1) 350 or more hours, five points;
- (2) 280 to 349 hours, four points;
- (3) 210 to 279 hours, three points;
- (4) 140 to 209 hours, two points;
- (5) 100 to 139 hours, one point;
- (6) less than 99 hours, zero points.

C. Postsecondary degree, one point.

Subp. 5. **Postsecondary degree.** "Postsecondary degree" means an academic title awarded by a postsecondary institution which is accredited by a member of the Council on Postsecondary Accreditation and authorized to award such titles including, but not limited to, Associate of Arts (A.A.) degrees, Associate of Science (A.S.) degrees, Bachelor of Arts (B.A.) degrees, Bachelor of Science (B.S.) degrees.

Subp. 6. **Years of experience.** "Years of experience" means the total number of years the applicant has been employed as a law enforcement officer since completing the basic police education course.

Subp. 7. **Qualifications.** A person who has comparable preemployment education, who has had one continuous year of employment as a law enforcement officer after completing basic police education, who has served as a law enforcement officer during the past six years, and who has not had a peace officer license, certificate, or the federal equivalent suspended or revoked shall qualify for the reciprocity examination.

Subp. 8. **Eligibility.** The eligibility for a person to take the reciprocity examination shall be void one year after qualifying for the examination. In order to reestablish eligibility, the person shall comply with subpart 7 and part 6700.0600.

Subp. 9. **License eligibility.** Upon successful completion of the reciprocity examination, a person is eligible for a peace officer license. If the person is not licensed after three years, the person may reinstate eligibility by passing the appropriate licensing examination. The executive director shall determine which examination is appropriate based on the substantive changes in law and police practice.

Subp. 10. **Applicability.** This part shall not apply to a person who holds a lapsed, revoked, or suspended peace officer license.

**Statutory Authority:** *MS s 214.10; 214.12, 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

## 6700.0601 EXAMINATION STANDARDS.

Subpart 1. **Grounds for denial.** Violations of the following standards shall be grounds to deny an applicant to take an examination or to deny eligibility for a license.

- A. making any false material statement to the board;
  - B. communicating with any other person in any way during an examination, except with the express permission of the monitor;
  - C. referring to books or any study material during the examination, except with the express permission of the monitor;
  - D. obstructing a board investigation;
  - E. without board authorization, possessing a copy of any of the board's examinations;
  - F. aiding another person to violate items A to E;
  - G. having been convicted of a felony in any state or federal jurisdiction;
- or
- H. having been convicted of any offense in any other state or federal jurisdiction which would have been a felony if committed in Minnesota.

**Subp. 2. Disciplinary proceedings.** Disciplinary hearings under this rule shall be conducted pursuant to Minnesota Statutes, section 214.10, subdivisions 2 to 5; parts 1400.5100 to 1400.8400; part 6700.1700; the Administrative Procedure Act, Minnesota Statutes, sections 14.01 to 14.69; and the rules of the Office of Administrative Hearings, chapter 1400. The requirement to notify the chief law enforcement officer shall be waived if the person does not currently possess a license.

**Subp. 3. Suspension or revocation of license.** If the board receives a complaint which alleges a violation of subpart 1 after the person receives a license, the board shall begin proceedings to suspend or revoke the license.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

### **6700.0700 MINIMUM SELECTION STANDARDS.**

**Subpart 1. Selection standards.** A person eligible to be licensed shall meet the following minimum selection standards prior to being appointed to the position of peace officer. The appointing authority may certify that the applicant has already completed certain of these standards, but certification must be documented pursuant to subpart 2.

*[For text of subpart 1, items A to G, see M.R. 1987]*

H. An evaluation, including an oral interview, shall be made by a licensed psychologist to determine that the applicant is free from any emotional or mental condition which might adversely affect the performance of peace officer duties.

*[For text of subpart 1, items I and J, see M.R. 1987]*

**Subp. 2. Documentation.** The chief law enforcement officer shall maintain documentation necessary to show completion of subpart 1, items A to J. The chief law enforcement officer is not required to obtain documentation for subpart 1, item I, if the applicant completed part 6700.0500, subparts 1 and 2, or subpart 3. The documentation is subject to periodic review by the board, and shall be made available to the board at its request.

*[For text of subps 3 and 4, see M.R. 1987]*

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.0701 NOTIFICATION OF CONVICTION.**

If any background search required by parts 6700.0100 to 6700.1900 reveals a conviction of a felony, the conviction of a crime listed in Minnesota Statutes, section 214.10, subdivision 2a, or the conviction of a crime which was charged under an ordinance but would be a conviction under Minnesota Statutes, section 609.52, if it was charged under state law, the chief law enforcement officer shall immediately notify the board.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.0901 DEFINITIONS.**

Subpart 1. **Scope.** For the purpose of this part, the following words and phrases in this part have the meanings given.

Subp. 2. **Accreditation.** "Accreditation" means authority granted by the board to a school, agency, or association of agencies to approve courses for continuing education credit.

Subp. 3. **Continuing education coordinator.** "Continuing education coordinator" means a full-time employee appointed by the continuing education sponsor to manage the day to day activities of the accreditation program. The person shall have professionally recognized training and experience in adult education activities.

Subp. 4. **Continuing education sponsor.** "Continuing education sponsor" means a school, agency, or association of agencies which has received accreditation.

Subp. 5. **Disciplinary action.** "Disciplinary action" means one or more of the following: letter of censure to the course sponsor, probation of the course sponsor, or suspension or revocation of the accreditation.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.0902 ACCREDITATION.**

Subpart 1. **Application form.** A school, agency, or association of agencies which seeks to become a continuing education sponsor shall submit a completed application on a form provided by the board. The application must include proof that the applicant has:

- A. conducted a formal training needs assessment;
- B. access to the necessary training facilities and equipment to carry out training activities;
- C. a continuing education coordinator with adequate support staff; and
- D. policies for the evaluation of each course conducted.

Subp. 2. **Provisional accreditation.** Upon review of the application, and having determined that the applicant has met the requirements listed in subpart 1, the board shall grant provisional accreditation.

Subp. 3. **Accreditation.** After the continuing education sponsor has completed a workshop on accreditation procedures and the board has completed an on-site evaluation of the continuing education sponsor, the board shall grant or deny accreditation. Final accreditation must be granted or denied within one year of the date on which provisional accreditation was granted.

Subp. 4. **Continuing education coordinator duties.** The continuing education coordinator shall have the following duties:

- A. approve in the continuing education sponsor's courses pursuant to part 6700.0900, subpart 3, items E, F, and G;

B. calculating the number of continuing education hours for each course the continuing education sponsor approves pursuant to part 6700.0900, subpart 3, item H; and

C. maintaining lesson plans and instructor credentials for each course it sponsors including handout materials, attendance policy, and evaluations.

**Subp. 5. Change of continuing education coordinator.** The continuing education sponsor shall notify the board within ten days after the continuing education coordinator has left the position. If the position is not filled within 30 days of the position being vacated, the course sponsor shall not use the process prescribed by this part until the new continuing education coordinator is hired. If the continuing education sponsor applies for credit for a course when there is no continuing education coordinator, the continuing education sponsor shall submit the course for approval pursuant to part 6700.0900, subpart 3, item G. The continuing education sponsor shall provide the board the name of the new coordinator before the coordinator's first day of employment.

**Subp. 6. Rosters.** On a form supplied by the board, the continuing education coordinator shall submit a list of the names of the peace officers or constables who complete each course, each peace officer or constable license number, and the number of continuing education hours which are to be credited to each peace officer or constable. This form must be submitted no later than ten days after the class is completed.

**Subp. 7. Course notices.** The continuing education coordinator shall publish the following statement in all written notices which advertise a continuing education sponsor's course:

"Peace officers or constables who successfully complete this course will receive (maximum number of continuing education hours) hours of peace officer continuing education credit."

**Subp. 8. Documentation.** The continuing education coordinator shall maintain copies of the documents received in part 6700.0900, subpart 3, item C for five years. Copies of this documentation shall be made available to the board within five working days of the board's request for it. If compliance is not possible within that time, the continuing education coordinator shall inform the board within five working days of the board's initial request and shall have an additional five working days to comply with the request.

**Subp. 9. Course statements.** The continuing education coordinator or a designee of the coordinator shall read the following statement at the commencement of each class:

"The (name of the continuing education sponsor) is a continuing education sponsor as approved by the Board of Peace Officer Standards and Training. Peace officers and constables who successfully complete this course (name of the course) will receive (total number of hours) hours of continuing education. A course roster will be mailed to the POST Board no later than ten days after this course is completed. The roster will list the names, license numbers, and continuing education hours for those who successfully complete the course. Any questions about this course can be directed to (the name of the continuing education coordinator)."

**Subp. 10. Violations.** The board may take disciplinary action against a continuing education sponsor for any violation of this part by the sponsor or the continuing education coordinator. Also, disciplinary action may be taken when the continuing education sponsor, continuing education coordinator, or faculty does not cooperate with the board in the investigation of a violation of this part.

**Subp. 11. Disciplinary proceedings.** Disciplinary proceedings under this part shall be conducted pursuant to the Administrative Procedure Act, Minnesota Statutes, sections 14.01 to 14.69, and the rules of the Office of Administrative Hearings.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

### **6700.1101 PART-TIME PEACE OFFICERS.**

*[For text of subps 1 to 6, see M.R. 1987]*

**Subp. 7. Inactive status of part-time peace officer license.** The chief law enforcement officer shall notify the board within ten days of all voluntary or involuntary terminations of part-time peace officers. The notification shall include the name of licensee, licensee's forwarding address, unless the licensee requests that this information not be divulged, and date of termination.

An individual possessing a part-time peace officer license may maintain the license in inactive status provided that he or she meets the requirements of part 6700.1000, subpart 3.

An individual who is appointed to the position of a part-time peace officer within three years of the date when the individual's license was placed on inactive status is not required to comply with selection standards outlined in subpart 2, items A to C.

An individual who is appointed as a part-time peace officer more than three years after the date the individual's license was placed on an inactive status is required to complete the selection standards outlined in subpart 2, items A to C, prior to his or her first day of employment. For compliance with this subpart, previously completed standards are not acceptable. The chief law enforcement officer shall maintain the documentation necessary to show compliance with this subpart. The documentation is subject to periodic review by the board and shall be made available upon request by the board.

*[For text of subp 8, see M.R. 1987]*

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

### **6700.1201 CONSTABLES.**

*[For text of subps 1 to 6, see M.R. 1987]*

**Subp. 7. Inactive status of constable license.** The chief law enforcement officer shall notify the board within ten days of all voluntary or involuntary terminations of constables. The notification shall include the name of licensee, licensee's forwarding address, unless the licensee requests that this information not be divulged, and date of termination.

An individual possessing a constable license may maintain the license in inactive status provided that he or she meets the requirements of part 6700.1000, subpart 3.

An individual who is appointed to the position of a constable within three years of the date when the individual's license was placed on inactive status is not required to comply with selection standards outlined in subpart 2, items A to C.

An individual who is appointed as a constable more than three years after the date the individual's license was placed on an inactive status is required to complete the selection standards outlined in subpart 2, items A to C, prior to his or her first day of employment. For compliance with this subpart, previously completed standards are not acceptable. The chief law enforcement officer shall maintain the necessary documentation to show compliance with this subpart. The documentation is subject to periodic review by the board and shall be made available upon request by the board.

*[For text of subp 8, see M.R. 1987]*

**Statutory Authority:** *MS s 214.10; 214.12, 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.1400 INACTIVE STATUS OF PEACE OFFICER LICENSES.**

*[For text of subps 1 and 2, see M.R. 1987]*

Subp. 3. **Selection standards.** An individual who is appointed to a law enforcement position within three years of the date the individual's license was placed on inactive status shall not be required to comply with selection standards outlined in part 6700.0700, subpart 1. An individual who is appointed to a law enforcement position more than three years after the date that individual's license was placed on inactive status shall be required to comply with selection standards as outlined in part 6700.0700, subpart 1 prior to his first day of employment. For compliance with this subpart, previously completed standards are not acceptable. The chief law enforcement officer shall maintain necessary documentation to show compliance with this subpart. The documentation is subject to periodic review by the board and shall be made available upon request by the board.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*

**6700.1600 VIOLATION OF STANDARDS OF CONDUCT.**

Violations of the following standards of conduct by a licensee shall be grounds for revocation, suspension, or nonrenewal of license:

*[For text of items A to D, see M.R. 1987]*

E. any violation of a board rule set forth in parts 6700.0100 to 6700.1900;

F. any obstruction, hindrance, interference, or prevention of the execution of part 6700.1700; or

G. the conviction of a crime which was charged under an ordinance but which would be a conviction under Minnesota Statutes, section 609.52 if it was charged under state law.

**Statutory Authority:** *MS s 214.10; 214.12; 626.843 subd 1; 626.845 subd 1 para (i)*

**History:** *11 SR 2337*