

TITLE 79 – LAW ENFORCEMENT - POLICE STANDARDS ADVISORY COUNCIL

CHAPTER 2 – LAW ENFORCEMENT RECORDS

001 Purpose – To identify records that are required by statute or rule and regulation that are essential for the Council and Director to fulfill their responsibilities.

002 Scope – Applicable to all agencies and agency heads responsible for employing, hiring, appointing or promoting law enforcement officers in the State.

003 References – State Statutes; 81-1403, 81-1406 and Title 79, Chapter 8 and Chapter 11

004 General - The chairperson of the village board, the mayor or city manager of a city, the chief of police, the county board or commission, the sheriff, state agency administrators, or any other person responsible for employing, hiring, appointing or promoting a law enforcement officer shall comply with this Rule and Regulation.

005 Procedure – The following records regarding law enforcement officers shall be reported to the Center.

005.01 Personnel Change in Status Report

The Personnel Change in Status Report shall be completed and submitted to the Director by mail within seven (7) calendar days of the change in employment status of a law enforcement officer.

It is the responsibility of the appropriate reporting person to complete sections A and I and all other appropriate sections of the Personnel Change in Status Report.

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005.02 Application for Admission

Agencies hiring a person as a law enforcement officer, supervisor or manager, who has not received law enforcement certification in the State of Nebraska must immediately make application for the person to attend certification training. The appropriate employing or hiring authority must submit the application for training to the Director within 60 days of the person being employed and receiving appointment as a law enforcement officer. The application shall be completed in accordance with Title 79, Chapter 8.

005.03 Nebraska Law Enforcement Code of Ethics

All persons receiving law enforcement certification in the State on or after the date of promulgation of this rule shall be required to sign and attest to the Law Enforcement Code of Ethics. The person shall submit a signed and notarized Code of Ethics to the Director before being eligible to receive certification.

All persons possessing law enforcement certification and whose certification status is inactive on or after the date of promulgation of this rule shall be required to sign and attest to the Law Enforcement Code of Ethics to receive reclassification of their certification to active status. The person shall submit a signed and notarized Code of Ethics to the Director before being eligible to have their certification status changed to active.

005.04 Handgun Qualification Report

All agency heads or administrators are required to submit to the Director a Handgun Qualification Report on all law enforcement officers employed by the agency on an annual basis.

Agency heads or administrators shall submit the Handgun Qualification Report in accordance with Title 79, Chapter 11.

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006 Failure to submit required records and/or falsification of records constitutes a violation of State Statute and neglect of duty. Violations are subject to prosecution of law or sanctions of the Council.

Effective Date: