

<b>ALAMEDA COUNTY SHERIFF'S OFFICE</b>  <b>DETENTION AND CORRECTIONS</b>  <b>POLICY AND PROCEDURE</b>	<b>NUMBER:</b> 20.02 <b>PAGES:</b> 1 of 1
	<b>RELATED ORDERS:</b>
	<b>ISSUED DATE:</b> May 1, 1993
	<b>REVIEW DATE:</b> October 20, 2015
<b>CHAPTER:</b> Transportation	<b>REVISION DATE:</b> September 1, 2011
	<b>SUBJECT:</b> Training Requirements

- I. **PURPOSE:** To establish training requirements necessary for all badge personnel to lawfully and efficiently perform transportation duties.
  
- II. **POLICY:** All badge personnel assigned to Transportation shall be adequately trained and properly licensed to perform their assigned duties.
  
- III. **PROCEDURE:**
  - A. All personnel assigned to Transportation shall read and familiarize themselves with the Transportation Manual of Policy and Procedures.
  
  - B. Every deputy transferred into Transportation that does not currently possess a valid Class "B" Commercial driver's license will attend a 32-hour course of instruction from the AC Transit Training and Education Department in Transit Operator Vehicle Operation. Each Transportation deputy shall acquire and maintain a valid Class "B" Commercial drivers license and medical certificate to drive vans and buses assigned to this Unit. Each deputy is required to maintain a valid Class "B" Commercial drivers license for the duration of their assignment.
  
  - C. No deputy assigned to Transportation shall use any equipment until properly trained in the use of that equipment.
  
  - D. Each deputy assigned to Transportation shall receive training in the proper use of restraining devices, and shall use them appropriately. Deputies shall exercise secure and safe handling of inmates, at all times.