

# 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.”*

— former 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:**

- Best Practice Systems for Conducting Internal Affairs Investigations
- Methods for Selection, Training and Management in the IA Function
- Principles and Best Practices of IA Scene Management and Reporting
- Techniques and Procedures for Conducting Effective IA Investigations
- Key Areas that Expose Officers, Agencies and Municipalities to Litigation
- Police Use of Force: Legal Issues, Investigation and Detailed Reporting
- The Purpose and Process for Conducting an Administrative Search
- Current Case Law Related to Compelled Statements in IA Investigations
- Impeachment Evidence in the Context of Law Enforcement Officer Dishonesty

**Who Should Attend:**

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

**Faculty:**

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

**Dr. Frank A. Colaprete**  
Rochester Police Department, NY (Retired)

**Daniel P. Carlson**  
Director, Institute for Law Enforcement Administration

Dates and Location: November 1-5, 2010  
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: \$595 ILEA Member  
\$695 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](mailto:cburkel@cailaw.org)). No refunds after this date, although substitutions of attendees for this program are permitted.

Hotel: See ILEA website at [www.theILEA.org](http://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.