

# Georgia Department of Public Safety Policy Manual

<b>SUBJECT</b> <b>SELECTION OF MEMBERS TO THE STATE OF GEORGIA SWAT TEAM</b>	<b>POLICY NUMBER</b> <b>25.03</b>
<b>DISTRIBUTION</b> <b>ALL EMPLOYEES</b>	<b>DATE REVISED</b> <b>4/21/2015</b>

## 25.03.1 Purpose

For the State of Georgia Special Weapons and Tactics (SWAT) Team to perform their function, well-disciplined, and highly motivated individuals are required. The purpose of this policy is to establish uniform guidelines for the selection of members to the SWAT Team.

## 25.03.2 Policy

It is the policy of the Georgia State Patrol to provide the best available personnel to the SWAT Team in an effort to provide the highest level of service to the Department, other law enforcement agencies, and the citizens of Georgia. Members of the Georgia State Patrol staff the element members, Tactical and SWAT Commander positions.

## 25.03.3 Procedures

### A. Vacancies

The Commanding Officer shall advertise vacancies within the SWAT Team in conjunction with Human Resources by email, notifying potential candidates of the vacancy, the application procedure, and the minimum requirements.

### B. Application Procedure

Following the receipt of applications, a four-stage selection process commences. Each stage is progressive, meaning that the applicant shall pass each stage before progressing to the next stage. Only one attempt is permitted at each stage of testing.

The stages are:

1. Firearms skills assessment. (See Exhibit #25.03-1)
2. Physical skills assessment comprised of:
  - a. Physical fitness assessment. (See Exhibit #25.03-2)
  - b. Obstacle course - The applicant shall be videotaped during this component. (See Exhibit #25.03-3)
  - c. Swim test. (See Exhibit #25.03-4)
3. Review of the application by the SWAT Commander or their designee.

4. Oral interview before the selection panel. The panel shall be comprised of the SWAT Commander, the Tactical Team Commander, Element Leaders, a member of Human Resources and an outside Tactical Commander, which shall select the applicants with approval of the Commissioner of the Department of Public Safety.
5. The applicant shall successfully complete a Department approved 80 hour SWAT training course to become a member of the SWAT team. A certificate of completion shall be placed in the member's 201 File.

C. Minimum Requirements

1. The applicant shall have attained the rank of Trooper through Sergeant First Class within the Department of Public Safety. Element Leaders should be of Sergeant First Class (SFC) rank, however, if no qualified SFC applies, the position may be filled by a Sergeant or lower ranking member.
2. Applicant shall not be a member of both the SWAT Team and another specialized team including the Crisis Negotiation Team (CNT), Honor Guard, and/or the Specialized Collision Reconstruction Team (SCRT).
3. The applicant shall not have received any adverse action in the two years prior to application.
4. The applicant must be a dedicated, disciplined and a team player both on and off duty.
5. The applicant shall have at least "met" expectation on their previous two annual performance management forms (PMF).
6. The applicant (for part time positions) shall volunteer to perform duty in the SWAT Team in addition to their normal duties.

D. Selection of SWAT Commander, Tactical Team Commander, and Assistant Tactical Team Commander

The selection of the SWAT and Tactical Team Commanders are critical to the successful operation of the SWAT Team. Upon recommendation of the Commanding Officer, the Commissioner of the Department of Public Safety appoints the positions of SWAT Commander and Tactical Team Commander. The Tactical Team Commander recommends the Assistant Tactical Team Commander to the Commanding Officer, from candidates that have successfully completed the Department's promotions procedures found in the Promotions and Transfers Policy #24.01.

Because of the nature of their assignments specific criteria are required to be met for these positions as follows:

1. The applicant shall have at least "met" expectation on their previous two annual performance appraisals;
2. The applicant shall not have received any adverse actions in the two years prior to application;
3. The applicant shall have at least one-year experience in SWAT Tactics;

4. The applicant shall have at least 80 hours of tactical supervision training;
5. For the SWAT Commander position, the applicant shall hold the rank of Captain or be eligible for promotion to the rank of Captain;
6. For the Tactical Team Commander position, the applicant shall hold the rank of Lieutenant or be eligible for promotion to the rank of Lieutenant, and shall possess at least two years experience with tactical application;
7. For the Assistant Tactical Team Commander position, the applicant shall hold the rank of Sergeant First Class or be eligible for promotion to the rank of Sergeant First Class;
8. For the Equipment and Logistics Officer position, the applicant shall hold the rank of Sergeant or be eligible for promotion to the rank of Sergeant;
9. For the Training Cadre Officer position, the applicant shall hold the rank of Corporal or be eligible for promotion to the rank of Corporal, and
10. All applicants, with the exception of the SWAT Commander, shall successfully complete the firearms and physical skills assessments as described for team members above.