OFFICE OF PROFESSIONAL ACCOUNTABILITY
Closed Case Summary

Complaint Number OPA#2015-1659

Issued Date: 05/31/2015

Named Employee #1	
Allegation #1	Seattle Police Department Manual 5.001 (3) Employees Must Attend All Mandatory Training (Policy that was issued 07/16/14)
OPA Finding	**Not Sustained** (Lawful and Proper)
Final Discipline	N/A

INCIDENT SYNOPSIS

The Named Employee did not complete the mandatory training by the date specified in Special Order 15-014.

COMPLAINT

The complainant, a supervisor within the Department, alleged that the Named Employee failed to complete the mandatory training as required by special order that required the training to be completed by September 3, 2015.

INVESTIGATION

The OPA investigation included the following actions:

1. Review of the complaint memo
2. Search for and review of all relevant records and other evidence
3. Interviews of SPD employee

ANALYSIS AND CONCLUSION

The evidence showed that the Named Employee did not complete the mandatory training required by Special Order 15-014. The OPA investigation verified that the Named Employee did not complete either of the two four-hour blocks of training by the required date. The Named Employee was registered to attend the last session of the mandatory training but was withdrawn from the class by his supervisor due to the employee being on sick leave for an on-duty injury. Because the Named Employee was registered for a session of the training but was marked sick on that day and no available sessions remained before the required date, his absence was excused.

FINDINGS

Named Employee #1
Allegation #1
The evidence showed that the Named Employee did not complete all of the mandatory training as required by Special Order 15-014; however, there were extenuating circumstances. Therefore a finding of **Not Sustained** (Lawful and Proper) was issued for *Employees Must Attend All Mandatory Training*.

NOTE: The Seattle Police Department Manual policies cited for the allegation(s) made
for this OPA Investigation are policies that were in effect during the time of the incident.
The issued date of the policy is listed.