

## **THE COMMISSION**

The Commission on Accreditation for Law Enforcement Agencies, Inc., (CALEA®) was created in 1979 as a credentialing authority through the joint efforts of law enforcement's major executive associations:

- International Association of Chiefs of Police (IACP);
- National Organization of Black Law Enforcement Executives (NOBLE);
- National Sheriffs' Association (NSA); and the
- Police Executive Research Forum (PERF).

The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, primarily by: maintaining a body of standards, developed by public safety practitioners, covering a wide range of up-to-date public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence.

Specifically, CALEA's goals are to:

- Strengthen crime prevention and control capabilities;
- Formalize essential management procedures;
- Establish fair and nondiscriminatory personnel practices;
- Improve service delivery;
- Solidify interagency cooperation and coordination; and
- Increase community and staff confidence in the agency.

The CALEA Accreditation Process is a proven modern management model; once implemented, it presents the Chief Executive Officer (CEO), on a continuing basis, with a blueprint that promotes the efficient use of resources and improves service delivery - regardless of the size, geographic location, or functional responsibilities of the agency.

This accreditation program provides law enforcement agencies an opportunity to voluntarily demonstrate that they meet an established set of professional standards which:

- Require an agency to develop a comprehensive, well thought out, uniform set of written directives. This is one of the most successful methods for reaching administrative and operational goals, while also providing direction to personnel.

- Provide the necessary reports and analyses a CEO needs to make fact-based, informed management decisions.

- Require a preparedness program be put in place - so an agency is ready to address natural or man-made critical incidents.

- Are a means for developing or improving upon an agency's relationship with the community.

- Strengthen an agency's accountability, both within the agency and the community, through a continuum of standards that clearly define authority, performance, and responsibilities.

- Can limit an agency's liability and risk exposure because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors.

- Facilitates an agency's pursuit of professional excellence.

## **CALEA STRUCTURE**

A Commission Board composed of 21 members governs CALEA. Eleven must be law enforcement practitioners; the balance is selected from the public and private sectors. Generally, they reflect a representation from local, state/provincial and international law enforcement and public safety organizations, along with business, academia, the judiciary, and state/provincial and local government. The Commissioners are appointed by the four founding law enforcement organizations, and serve without compensation.

CALEA operates as an independent, nonprofit (501[c] 3) corporation, and maintains a professional staff managed by an Executive Director. The staff conducts all administrative and operational duties as directed by the Commission. CALEA publishes a newsletter magazine three times a year, entitled CALEA Update, for its members and maintains a professional website. CALEA offers accreditation related training at each of its conferences, as well as presentations on current issues in law enforcement.

### **The Program:**

The Law Enforcement Accreditation Program was the first credentialing program established by CALEA after its founding. It was originally developed to address what was seen as a need to enhance law enforcement as a profession and to improve law enforcement. That mission continues today. The program is open to all types of law enforcement agencies, on an international basis. It provides a process to systematically conduct an internal review and assessment of the agencies' policies and procedures, and make adjustments wherever necessary to meet a body of internationally accepted standards.

Since the first CALEA Accreditation Award was granted in 1984, the program has become the primary method for an agency to voluntarily demonstrate their commitment to excellence in law enforcement. The standards upon which the Law Enforcement Accreditation Program is based reflect the current thinking and experience of law enforcement practitioners and researchers. Major law enforcement associations, leading educational and training institutions, governmental agencies, as well as law enforcement executives internationally, acknowledge CALEA's *Standards for Law Enforcement Agencies*<sup>®</sup> and its Accreditation Program as benchmarks for today's law enforcement agency.

- v CALEA Accreditation requires an agency to develop a comprehensive, well thought out, uniform set of *written directives*. This is one of the most successful methods for reaching administrative and operational goals, while also providing direction to personnel.
- v CALEA Accreditation standards provide the necessary reports and analyses a CEO needs to make fact-based, informed *management decisions*.
- v CALEA Accreditation requires a *preparedness program* be put in place – so an agency is ready to address natural or man-made unusual occurrences.
- v CALEA Accreditation is a means for developing or improving upon an agency's *relationship with the community*.
- v CALEA Accreditation strengthens an agency's *accountability*, both within the agency and the community, through a continuum of standards that clearly define authority, performance, and responsibilities.

- v Being CALEA Accredited can limit an agency's *liability and risk exposure* because it demonstrates that internationally recognized standards for law enforcement have been met, as verified by a team of independent outside CALEA-trained assessors.
- v CALEA Accreditation facilitates an agency's pursuit of *professional excellence*.

### The Benefits:

- Greater accountability within the agency**  
CALEA Standards give the Chief Executive Officer a proven management system of written directives, sound training, clearly defined lines of authority, and routine reports that support decision-making and resource allocation.
- Reduced risk and liability exposure**  
Many agencies report a reduction in their liability insurance costs and/or reimbursement of accreditation fees.
- Stronger defense against civil lawsuits**  
Accredited agencies are better able to defend themselves against civil lawsuits. Also, many agencies report a decline in legal actions against them, once they become accredited.
- Staunch support from government officials**  
Accreditation provides objective evidence of an agency's commitment to excellence in leadership, resource management, and service-delivery. Thus, government officials are more confident in the agency's ability to operate efficiently and meet community needs.
- Increased community advocacy**  
Accreditation embodies the precepts of community-oriented policing. It creates a forum in which law enforcement agencies and citizens work together to prevent and control challenges confronting law enforcement and provides clear direction about community expectations.

### The Cost

- Our county insurance organization, CORSA pays all fees as an incentive to participate. We are one of 6 of the 88 county Sheriff's Agencies that are certified.

### **Initial Accreditation Fees and On-Site Fees**

An initial accreditation is due when an agency signs its Law Enforcement Accreditation Agreement. There are three payment options available: a lump sum, single payment, two installments, or three installments. The CALEA Accreditation Compliance Express (CACE) software program is included in the accreditation fees. CACE provides an agency a powerful tool to complete the steps necessary to achieve accredited agency status and serves as a valuable asset in the overall management of the CALEA Accreditation Process.

Once an agency receives its initial accreditation award, it pays an Annual Continuation Fee, which includes the estimated cost of its next on-site assessment. The following chart depicts current initial accreditation and continuation fees.

No. of Authorized Full-Time Employees*	Lump-Sum Payment	Two Installment Payments of	Three Installment Payments of – Includes On-site Fees	Annual Continuation Fee (Annual Payments Include Estimated On-site Assessment Charge)
1-24	\$ 5,425	\$ 2,830	\$ 4,385	\$ 3,435
25-199	8,400	4,390	5,425	4,030
200-999	13,075	6,845	7,065	4,965
1000-up	16,900	8,455	8,400	5,730

**\* Authorized full-time employees include the sworn and nonsworn personnel; if your agency maintains a jail that houses sentenced prisoners or is a department of public safety that employs fire, emergency medical, or other personnel, please call the Commission for information about whether to include them in the total.**

### **Initial Estimated On-site Assessment Charge**

When an agency is ready for its initial on-site assessment, the agency is invoiced for the *estimated* cost of the on-site. Several factors, including the agency size and location, determine this estimate, which covers the cost of travel, lodging, and per diem for the assessment team, as well as other related costs.

### **The Standards:**

Standards are subject to ongoing review and revision. When modifications are recommended, they are presented to the Standards Review and Interpretation Committee (SRIC) for consideration. If appropriate, SRIC approves draft language and then presents the draft to the Commission for their approval to publicize the proposed change for review and comment from the public safety community. Comments are referred back to the SRIC for consideration. The SRIC then makes a recommendation to the Commission for final approval.

The standards address nine major law enforcement subjects:

- role, responsibilities, and relationships with other agencies
- organization, management and administration
- personnel structure
- personnel process
- operations
- operational support
- traffic operations
- prisoner and court-related activities
- auxiliary and technical services
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The standards help law enforcement agencies:

- strengthen crime prevention and control capabilities
- formalize essential management procedures
- establish fair and nondiscriminatory personnel practices
- improve service-delivery
- solidify interagency cooperation and coordination
- boost citizen and staff confidence in the agency.
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## **CALEA ASSESSORS**

CALEA Assessors are contractual employees who follow the policies and procedures of the Commission. CALEA Assessors must have the ability to evaluate public safety management policies, procedures, practices, and activities. It is important for an assessor to have a firm understanding of modern public safety personnel, administrative, legal, and operational concepts and be able to interact, at a peer level, with the assessed agency CEO and command staff.

While on assignment, CALEA Assessors must exemplify the highest levels of professionalism at all times and foster a non-adversarial climate. The CALEA Philosophy concerning assessments is “accountability with reasonable assistance.” As the “eyes and ears” of the Commission, assessors must maintain objectivity and report on the agency’s ability to comply with the requisite number of applicable standards.

### **Qualifications**

CALEA maintains a pool of assessors that represents the demographics of the agencies it serves. CALEA Assessors must have:

- A minimum of a baccalaureate degree or equivalent work experience and education.
- Five years of current full-time public safety experience:
  - (a) As a first-line supervisor or higher, or
  - (b) With high-level administrative experience, that requires considerable use of discretion.
- The ability to write a high quality professional report.

CALEA and assessed agencies prefer assessors from agencies in the CALEA Accreditation Process, but there are positions available for other government, academic, and private sector assessors who meet a special need for CALEA. Past experience may be considered in some instances.

For every accreditation on-site assessment, one assessor is designated as the team leader. Team leaders must hold a senior level executive or management position in their agency. Team leaders are selected from the assessor pool based on their performance, the recommendations of their past team leaders and assessed agencies, and a CALEA Staff review. Team leader certification requires additional CALEA training, as well as maintaining an active assessor certificate. Re-certification is required every three years for assessor and team leader.