

CITY OF AUSTIN
FIREFIGHTERS', POLICE OFFICERS'
AND EMERGENCY MEDICAL SERVICES PERSONNEL'S
CIVIL SERVICE COMMISSION

WRITTEN EXAMINATION
POLICE LIEUTENANT EXAM

REVISED
Notice of Examination with Source Material List

DATE: **November 28, 2023**

TIME: 9:00 am

PLACE: Learning & Research Center
5202 E. Ben White Blvd., #500
Austin, Texas 78741

ELIGIBILITY REQUIREMENT: This written examination shall be held in accordance with Civil Service Law, Chapter 143 of the Texas Local Government Code, and Rule 7 – Classified Service Promotions - of the Local Rules of the Firefighters', Police Officers' and Emergency Medical Services Personnel's Civil Service Commission, and shall be open to all sworn personnel who have had two (2) continuous years of service in the rank of Police Sergeant immediately before the date of the written examination.

ELECTRONIC REGISTRATION FOR EXAMINATION:

As required by Civil service Commission Rule 7.06, all eligible candidates who intend to take the examination **MUST** register.

Registration must be made no later than 9:00 a.m. November 21, 2023.

Candidates will sign up for examinations electronically at:

<https://www.signupgenius.com/go/10C0F4EAFAD28A2FDC43-2023>

You will receive a confirmation email which will serve as your letter of intent. Civil Service will have the master list of those who have signed up. **Only those applicants who have registered by signing a Letter of Intent through the electronic process will be admitted to the examination.**

POSTED: July 20, 2023

REVISION: changed exam date and registration deadline

CONTENT OF EXAMINATION: Examination questions will be taken from the following materials: (No questions will be taken directly from charts, graphs, photographs or other graphics in the sources, unless detailed in the text.)

Book #1

The First 90 Days in Government: Critical Success Strategies for New Public Managers at All Levels

Author: Peter Daly, Michael Watkins

ISBN-13: 978-1591399551

35% of the examination questions will come from this source.

Book #2

Evaluating Police Uses of Force

Authors: Dr. Seth W. Stoughton, Jeffrey J. Noble, Dr. Geoffrey Alpert

ISBN-13: 978-1479810161

35% of the examination questions will come from this source.

Austin Police Department General Orders (7-14-2023)

Austin Police Department Values: I.C.A.R.E.

Austin Police Department Vision Statement

Austin Police Department Mission Statement

Chapter 1 – Department Organization and Administration

- 105 – Community Policing
- 110 - Organizational Structure and Responsibility
- 116 – Security and Release of Records and Information
- 124 - Watch Lieutenant

Chapter 2 – Response to Resistance and Pursuit

- 200 – Response to Resistance
- 202 – Firearm Discharge Situations
- 204 – Leg Restraint Device
- 206 – Control Devices and Techniques
- 208 – TASER Device Guidelines
- 211 – Response to Resistance Inquiry, Reporting and Review
- 214 – Vehicle Pursuits
- 215 – Foot Pursuits

Chapter 3 – Field Operations and Custody

- 300 - Patrol Function
- 301 - Responsibility to the Community
- 302 – Public Recording of Official Acts
- 303 – Body Worn and Vehicle Camera Systems
- 304 – Livestreaming

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- 308 - Misdemeanor Citations
- 309 - Handling Publicly Intoxicated Persons
- 318 - Detentions, Field Interviews & Field Photographs
- 326 – News and Media Relations
- 328 – Racial or Bias-Based Profiling
- 330 - Interactions with Foreign Nationals
- 362 – Outside Agency Assistance and Joint Task Forces
- 364 – Off-Duty Law Enforcement Actions

Chapter 4 – Field Response, Investigations and Reporting Policies

- 400 - Officer Response to Calls
- 401 - Preliminary Field Investigations
- 406 - Case Clearance
- 407 - Emergency Management
- 408 - Mobile Field Force
- 409 - Swift Water and Flooding Incidents
- 410 - Hazardous Material Response
- 412 - Hostage, Barricaded, and Suicidal Subject Incidents
- 413 - Clandestine Lab
- 414 - Bomb Threats, Explosive Devices, and Bombing/Explosion Incidents
- 415 - Utilization of Narcan
- 427 - Geolocates, Pen Registers, and/or Trap and Trace Devices
- 434 - Death Investigations
- 438 - Hate Crimes
- 445 - Mental Health Response
- 455- Social Media for Official Use

Chapter 6 – General Support Operations

- 616 - Public Safety Camera System
- 617 - Critical Incident Support Systems and Procedures

Chapter 9 – Personnel Policies

- 900 - General Conduct and Responsibilities
- 901 - Special Investigations
- 902 - Administrative Investigations
- 904 - Grievance Procedures
- 906 - Guidance Advisory Program
- 908 - Reporting of Employee Arrests and Police Involvement
- 912 - Personnel Evaluations
- 914 – Equal Employment Opportunity and Non-Discrimination
- 916 - Drug and Alcohol Free Workplace
- 917 – Drug and Alcohol Abuse and Treatment
- 918 – Promotion, Transfer, and Vacancy Guidelines for Sworn Employees
- 924 - Personal Appearance Standards
- 949 - Secondary Employment
- 956 - On-Duty Injury and Illness
- 957 - Communicable Disease Exposures and Response Protocols
- 958 - Limited Duty, Extended Limited Duty, Return to Work, and Pregnancy
- 959 - Restricted and Administrative Duty
- 972 - Employee Speech, Expression, and Social Networking

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Chapter 10 – General Policies

- 1000 - Department Technology Use
- 1001- Telework Policy and Procedure
- 1002 - Electronic Mail (Email) Communications
- 1009 - Building Security

Link (available on computers inside the APD network only):

<G:\Public\Public Data Shared Outside APD\APD Policies & Procedures\APD General Orders\Current APD General Orders Issued 07-14-23.pdf.lnk>

30% of the examination questions will come from this source.

ADMINISTRATION OF EXAMINATION:

2.5 hours will be allowed for answering the questions.

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