

# South Carolina Criminal Justice Academy

## MRN

### Mandatory Retraining Notification

Date: \_\_\_\_\_

Agency Name: \_\_\_\_\_ Agency Email: \_\_\_\_\_

Certification Renewal Date: \_\_\_\_\_ Enter Reporting Year: \_\_\_\_\_

#### Section I: Attestation

By my signature hereto, I certify and make an official statement, that pursuant to SC Code Section 23-23-60(C), as amended, the officer identified in SECTION II of the Mandatory Retraining Notification Form, has completed the claimed number of hours and required coursework as reported herein annually and evidence of such completion is maintained in the official records of the employing agency and is subject to verification by the South Carolina Criminal Justice Academy (SCCJA) or its designated representative and meets the requirements for qualification of certification pursuant to 23-23-60 (B)(4)(5)(b)(c)(e).

I further certify and hereby make an official statement, that the officer identified in Section III of the SCCJA Instructor Accreditation Maintenance Report Form, is in compliance with the Instructor Re-Accreditation Policy of the South Carolina Criminal Justice Academy, and evidence of such completion is maintained in the official records of the employing agency and is subject to verification by the South Carolina Criminal Justice Academy or its designated representatives.

Employing Agency Representative Signature: \_\_\_\_\_

Employing Agency Representative Printed Name: \_\_\_\_\_

Employing Agency Representative Academy ID: \_\_\_\_\_

#### Section II: Officer renewing certification (MRN FORM)

The listed officer has completed or exceeded the minimum hours and required coursework for re-certification as a law enforcement officer, pursuant to SC Code Section 23-23-60(C), 23-23-50(A), 23-23-55, 37-010, as amended, and met the requirements for law enforcement vehicle training as required in Regulation 37-014, 015, 017, 018.

- CLASS 1: DV, Legal, Firearms, Use of Force, Lethal and Non-Lethal, Policy Review and EVO each yr.; one mental health awareness in-service; plus, In-Service hrs. for a total of 40 hrs. Break hours down annually.
- CLASS 1 LECO: DV, Legal, Firearm, Use of Force, Lethal and Non-Lethal, Policy Review & EVO each yr.; one mental health awareness in-service; plus, in-service hrs. for a total of 120 hrs. Break hours down annually
- CLASS 2: One mental health awareness in-service; plus, in-service hrs. for a total of 120 hrs.
- CLASS 3 Advanced: Legal update, Firearms and Use of Force, Lethal and Non-Lethal, Policy Review each yr.; plus, one mental health awareness in-service. Break hours down annually.
- Class 3 Basic: Legal update, each yr.; plus, one mental health awareness in-service. Break hours down annually.
- Class 3 Advanced SLECO: Legal update, Firearms and Use of Force, Lethal and Non-Lethal, Policy Review each yr.; plus, in-service hrs. for a total of 120 hrs.; plus, one mental health awareness in-service. Break hours down annually.
- Class 3 Basic SLECO: Legal update each yr.; plus, in-service hrs. for a total of 120 hrs.; plus, one mental health awareness in-service. Break hours down annually.

**IN-SERVICE HOURS:** Any Academy Approved Law Enforcement Related Training (Pursuant to 37-010)

**Mental Health Awareness (Required):** One Academy approved continuing law enforcement education credit in mental health or addictive disorders over a three (3) year recertification period (Pursuant to 23-23-55)

**INSTRUCTIONS:**

1. Enter Officers Name, ACADEMY ID #, Certification Class (Class 1 LEO, Class 1 LECO, Class 2, etc.)
2. Enter month, day, year of session and Number of hours.
  - a) Firearms Qualification = Enter date of Qualification
  - b) Use of Force = Enter date policy was reviewed

Officer Name: \_\_\_\_\_ Academy ID #: \_\_\_\_\_

Certification Class: \_\_\_\_\_

<b>Year 1:</b>	<b>Firearms</b>	<b>Non-Lethal Weapons</b>	<b>Use of Force</b>	<b>EVO</b>	<b>In-Service</b>
<b>MM/DD/YYYY</b>					
<b>MM/DD/YYYY</b>					
<b>Total Hours</b>					
<b>Make Up</b>					
<b>Year Viewed</b>					
<b>Year 2:</b>	<b>Firearms</b>	<b>Non-Lethal Weapons</b>	<b>Use of Force</b>	<b>EVO</b>	<b>In-Service</b>
<b>MM/DD/YYYY</b>					
<b>MM/DD/YYYY</b>					
<b>Total Hours</b>					
<b>Make Up</b>					
<b>Year Viewed</b>					
<b>Year 3:</b>	<b>Firearms</b>	<b>Non-Lethal Weapons</b>	<b>Use of Force</b>	<b>EVO</b>	<b>In-Service</b>
<b>MM/DD/YYYY</b>					
<b>MM/DD/YYYY</b>					
<b>Total Hours</b>					
<b>Make Up</b>					
<b>Year Viewed</b>					

<b>Mental Health Awareness Training</b>	
<b>MM/DD/YYYY</b>	
<b>Hours</b>	
<b>Year Viewed</b>	

**Section III: SCCJA Instructor Teaching Hours**



Yes

This officer is a S.C. Criminal Justice Academy Accredited Basic Instructor (BID) and has completed or exceeded the minimum of twelve (12) hours of instructional activities required annually.