

WINTER HAVEN POLICE DEPARTMENT

GENERAL ORDER 33.7

ACCREDITATION FAMILIARIZATION

ACCREDITATION STANDARDS: CALEA 33.5.3; CFA 10.03

EFFECTIVE DATE: February 2, 1996

RESCINDS: G.O. 33.7, March 18, 2020 and all applicable Amended/Temporary Orders prior to June 25, 2025

LAST REVISED: June 25, 2025

CONTENTS

This general order contains the following numbered sections:

- I. Familiarization
 - II. Definitions
-

POLICY

It shall be the policy of the Winter Haven Police Department to familiarize all members with the accreditation process.

PURPOSE

The purpose of this order is to establish a procedure whereby all Departmental members are familiar with the accreditation process.

SCOPE

This order shall apply to all Department members.

PROCEDURE

I. Familiarization

- A. Familiarization with the accreditation process will be provided to Department personnel as follows:
 - 1. Newly hired Personnel – Newly hired employees shall receive familiarization during the initial training period. (CALEA 33.5.3a)(CFA 10.03)
 - 2. Self-Assessment – All Department employees shall receive familiarization during the self-assessment associated with achieving accreditation. (CALEA 33.5.3b)

3. On-Site Assessment – All Department personnel shall receive familiarization just prior to an on-site assessment associated with the initial accreditation and each re-accreditation.

B. Familiarization shall include:

1. The history and background of accreditation and the Department's involvement;
2. The accreditation process
3. The goals and objectives of accreditation
4. The advantages of accreditation and its impact on the Department

C. Familiarization shall be provided in the following methods:

1. The Accreditation Administrator shall provide all new employees with instruction on the accreditation process.
2. During the self-assessment and just prior to the on-site assessment, employees will receive memos and updates.

II. Definitions

A. *On-Site* – Accreditation assessors examine proofs of compliance to verify that the agency complies with applicable standards.

B. *Self-Assessment* – The process the agency enters into to achieve compliance with applicable standards, establish proofs of compliance and to facilitate the on-site review.



APPROVED

Vance Monroe Jr.
CHIEF OF POLICE