

## ILLINOIS STATE POLICE DIRECTIVE ADM-150, OFFICE OF RESEARCH AND DEVELOPMENT

<b>RESCINDS:</b> ADM-150, 2015-072, issued 10-24-2015.	<b>REVISED:</b> 10-24-2017 <b>2017-062</b>
<b>RELATED DOCUMENTS:</b> ADM-001, ADM-009, ADM-020, ADM-124, ADM-134	<b>RELATED CALEA STANDARDS:</b> 15.1.1, 15.1.2

### I. POLICY

The Illinois State Police (ISP) will use planning, testing and evaluations processes, research activities, employee suggestions and other strategies to assist in improving the agency's operations and assessing future needs.

### II. RESPONSIBILITY

The Office of Research and Development (ORD) is responsible for maintaining ISP Directives (in accordance with ISP Directive ADM-001, "Department Directives System"), managing Research and Development (R&D) Projects in accordance with this directive, managing the CALEA accreditation program in accordance with ISP Directive ADM-020, "Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) Accreditation" and coordinating Grant issues in accordance with ISP Directive ADM-124, "Grants." The Office reports to the Office of the Director (OOD).

### III. PROCEDURES

#### III.A. The ORD will:

- III.A.1. Develop and review Illinois State Police Directives in accordance with ISP Directive ADM-001, "Department Directives System"
- III.A.2. Manage R&D projects
- III.A.3. Manage the CALEA accreditation program in accordance with ISP Directive ADM-020, "Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) Accreditation"
- III.A.4. Manage the Employee Suggestion Program in accordance with ISP Directive ADM-009, "Suggestion Program"
- III.A.5. Coordinate Grant issues in accordance with ISP Directive ADM-124, "Grants"
- III.A.6. Perform duties as assigned through the OOD

III.B. Requests for technical assistance, planning, testing and evaluation, and research projects may be made by submitting a project request memorandum to the ORD. The ORD will prioritize project requests and determine which projects will be assigned for approved project status.

III.C. The ORD will establish and manage ad hoc "Mission Teams" to complete approved R&D, and Testing & Evaluation Projects. For each Team, the ORD will designate a Team Leader who will report to the Chief or his designee. Mission Team Participants may be assigned by Temporary Duty Assignment (TDA) or through collateral duty assignment. The ORD will coordinate any Mission Team resource requirements, as needed.

III.D. The ORD will coordinate R&D responses and requests involving other agencies. An annual report of these requests will be submitted to the OOD no later than March 1 of each year.

III.E. The ORD will manage Inspections and Audits finding responses directed to the OOD.

III.F. The ORD shall prepare specialized reports for the OOD as assigned.

III.G. As appropriate, the ORD will provide opportunities for professional development through participation in projects and related assignments.

III.H. A Research and Development Committee shall be formed and shall meet periodically as necessary to facilitate/Liaison with divisions, and to coordinate staffing review of Directives and information sharing.

III.H.1. The ORD Chief will Chair the Committee

III.H.2. Chief of Inspection and Audits, Office of the Director, will appoint one member

III.H.3. Each Division Colonel will appoint one member

III.H.4. The Academy Commander shall appoint one member

III.H.5. Other members may be appointed by the OOD, as appropriate

| Indicates new or revised items.

**-End of Directive-**