

## TITLE XX

### LAW ENFORCEMENT STANDARDS BOARD

#### CHAPTER XX-5

##### TRAINING CREDIT AND CONTINUING EDUCATION REQUIREMENTS

**DRAFT (5-13-2025)**

#### SUBCHAPTER 1

##### GENERAL PROVISIONS

###### **§XX-5-1 Purpose**

This chapter establishes the standards and procedures for the approval, delivery, evaluation, and documentation of law enforcement training programs recognized by the Board. These rules ensure that law enforcement training is measurable, verifiable, and aligned with professional instructional design principles consistent with nationally recognized best practices, including those endorsed by the International Association of Directors of Law Enforcement Standards and Training. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

###### **§XX-5-2 Definitions**

As used in this chapter, unless the context requires otherwise:

###### **(a) Training classifications**

(1) “Basic certification training” means the mandatory training required for an individual to obtain certification as a law enforcement officer, delivered through a Board-approved course, as defined in §XX-3-3.

(2) “Continuing education” or “CE” means the training required to maintain law enforcement officer certification on an annual or biennial basis, as set forth in §XX-3-5 and this chapter.

(3) “Training credit” means the instructional hours or certification value assigned by the Board to a qualifying training course for purposes of initial certification or continuing education, as governed by this chapter and §XX-4-5.

###### **(b) Instructor and course classifications**

(1) “Board-certified instructor” means an individual who holds general instructor certification issued by the Board in accordance with Chapter XX-4, and who is authorized to deliver Board-approved training in law enforcement subjects.

(2) “Board-approved instructor” means an individual who does not hold general instructor certification but who has been approved by the Board to instruct specific courses or serve as a subject matter expert, as established in Chapter XX-4.

(3) “Board-approved course” means a training course reviewed and approved by the Board in accordance with §§XX-4-5 and XX-5-4, and eligible for Board-issued training credit.

(4) “Measurable learning outcomes” means defined knowledge, skills, or competencies that must be demonstrated by a student upon completion of a Board-approved training course, assessed through written, practical, or scenario-based evaluations. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

## SUBCHAPTER 2

### TRAINING PROVIDER APPROVAL AND COURSE ELIGIBILITY

#### **§XX-5-3 Recognized Training Providers**

(a) Hawaii law enforcement agencies are recognized as Board-authorized training providers for the delivery of basic certification training, continuing education, and specialized courses to certified officers, regardless of whether the officers are employed by the host agency.

(b) Private training entities may deliver Board-approved courses for training credit if:

(1) The course is sponsored by a Hawaii law enforcement agency; and

(2) The course is facilitated by an instructor certified or approved by the Board, in accordance with Chapter XX-4.

(c) All recognized training providers under this section shall comply with the instructional and reporting standards set forth in this chapter and in Chapter XX-4.

[Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

#### **§XX-5-4 Board Training Course Approval**

(a) A training course may be approved for Board-issued training credit if the course:

(1) Aligns with training competencies and certification requirements established by the Board;

(2) Incorporates performance-based evaluations designed to assess measurable learning outcomes; and

(3) Is delivered using a Board-approved instructional methodology, which may include classroom, online, or scenario-based formats.

(b) Training credit shall be assigned based on instructional hours, course complexity, and the rigor of assessment methods, as determined by the Board.

(c) For courses not certified under the IADLEST National Certification Program, the facilitating Board-certified or approved instructor shall be responsible for:

(1) Ensuring instructional oversight of the course;

(2) Confirming the course meets instructional and documentation standards established in Chapter XX-4; and

(3) Submitting required attendance records, course documentation, and assessment results in accordance with §XX-5-6.

(d) Courses certified under the IADLEST National Certification Program (NCP) shall be presumed to meet Board instructional standards and may be accepted for training credit without further review, subject to applicable record submission requirements under this chapter. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

#### **§XX-5-5 Credit for External or Out-of-State Training**

(a) A certified law enforcement officer may receive Board training credit for courses completed outside the State of Hawaii if the course:

(1) Is approved by a Peace Officer Standards and Training (POST) organization or other equivalent certifying body in the originating jurisdiction; and

(2) Is determined by the Board to be substantially compliant with the training standards applicable in this chapter.

(b) Officers seeking credit under this section shall submit documentation of course completion, including:

(1) A course syllabus or outline;

(2) Verification of instructional hours and assessment methods used; and

(3) Evidence of approval by the certifying authority in the host jurisdiction.

(c) The Board shall determine whether credit may be awarded and may request additional documentation, evaluation, or proof of equivalency as appropriate. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

### **SUBCHAPTER 3**

#### **ISSUANCE AND TRACKING OF TRAINING CREDIT**

#### **§XX-5-6 Training Credit Assignment**

(a) Board training credit shall be assigned for the following categories of training:

(1) Basic certification training – credit awarded upon successful completion of the Board-approved basic academy curriculum, as required for initial certification;

(2) Specialized skills training – credit awarded for tactical, legal, technical, or subject-specific instruction beyond the minimum certification requirements; and

(3) Continuing education – credit awarded for Board-approved training required to maintain certification under §XX-3-5.

(b) Officers shall earn training credit only upon successful completion of training that meets applicable Board standards and is delivered by a Board-certified or Board-approved instructor in accordance with Chapter XX-4.

(c) Training credit shall not be awarded for incomplete, unverified, or noncompliant training sessions. The Board Administrator may deny or revoke credit for any training that does not meet the instructional, documentation, or assessment standards adopted by the Board. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

#### **§XX-5-7 Training Credit Tracking and Reporting**

- (a) The Board shall maintain an electronic training credit registry to track officer compliance with certification and continuing education requirements.
- (b) Training providers shall submit course completion records to the Board within thirty (30) calendar days of the conclusion of any Board-approved training course.

Required records shall include:

- (1) Attendance verification for each participant;
  - (2) Assessment results, including written, practical, or scenario-based evaluations; and
  - (3) Documentation of successful or unsuccessful course completion, as applicable.
- (c) Training credit shall be entered into the Board's training credit registry only upon receipt of complete and accurate records in a format approved by the Board. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

## SUBCHAPTER 4

### QUALITY ASSURANCE AND COMPLIANCE VERIFICATION

#### **§XX-5-8 Compliance Audits and Verification**

- (a) The Board shall conduct annual audits of Board-approved training providers to verify compliance with instructional and administrative standards established by the Board.
- (b) Compliance audits may include, but are not limited to, evaluation of the following:
  - (1) Instructor qualifications and compliance with certification or approval requirements under Chapter XX-4;
  - (2) Course delivery effectiveness, including achievement of measurable learning outcomes and adherence to instructional design standards approved by the Board;
  - (3) Student evaluations, performance outcomes, and feedback; and
  - (4) Accuracy and timeliness of training credit records in the Board's training credit registry.
- (c) The Board may initiate additional audits at its discretion or in response to a complaint, irregularity, or suspected violation of applicable standards. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

#### **§XX-5-9 Enforcement Actions for Non-Compliance**

- (a) The Board may suspend or revoke the approved status of any private training entity or non-agency training provider that fails to:
  - (1) Comply with Board training standards and policies;
  - (2) Implement verifiable assessments aligned with measurable learning outcomes;or
  - (3) Submit accurate and timely training credit documentation as required by §XX-5-6.
- (b) A non-agency training provider shall be granted thirty (30) calendar days to correct identified deficiencies before revocation proceedings are initiated, unless the

Board determines that continued operations would compromise public safety or officer competency.

(c) If the Board finds that a Hawaii law enforcement agency has demonstrated a pattern of noncompliance with training standards related to basic certification or continuing education, the Board may initiate a corrective process. In such cases, the Board shall collaborate with the agency to identify deficiencies and develop a plan to restore compliance. During this process, the Board may temporarily suspend recognition of the agency's training credit submissions until the agency demonstrates sustained adherence to Board-approved training and documentation standards. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

## SUBCHAPTER 5

### CONTINUING EDUCATION REQUIREMENTS

#### **§XX-5-10 Mandatory Continuing Education for Certification Renewal**

(a) A certified law enforcement officer shall complete a minimum of forty-eight (48) hours of Board-approved continuing education every two (2) calendar years to maintain active certification. The biennial training requirement shall begin on January 1 of the calendar year following the year in which the officer is initially certified.

(b) The Board may adjust the start and end dates of biennial training cycles for administrative efficiency. Any such adjustment shall not alter the total number of required training hours for any officer.

(c) Within the forty-eight (48) hours required, officers shall complete annually any Board-designated core competency requirements, which may include firearms qualification or other critical skills.

(d) Continuing education shall be evidence-based and aligned with evolving professional standards. Training topics shall include, but are not limited to:

(1) De-escalation techniques and crisis intervention strategies, including approaches for minimizing use of force and addressing mental health crises, as required under section 139-6(a)(2), Hawaii Revised Statutes;

(2) Implicit bias awareness and cultural competency, to ensure effective engagement with Hawaii's diverse communities;

(3) Legal updates and ethical decision-making, including changes in law, policy, and standards of conduct;

(4) Tactical and technical proficiency training, such as situational awareness, defensive tactics, and special operations skills; and

(5) Use-of-force policy training, consistent with Board-approved standards and best practices.

(e) The Board shall periodically review and revise continuing education requirements based on data-driven evaluations, research, and the evolving needs of Hawaii's law enforcement community. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

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### **§XX-5-11 Alternative Methods for Continuing Education Completion**

(a) Officers may satisfy continuing education requirements through any of the following Board-approved formats:

- (1) In-person, instructor-led classroom instruction or field-based training;
- (2) Online courses that meet instructional design standards approved by the Board;
- (3) Participation in nationally recognized law enforcement training programs that are approved by the Board; or
- (4) Other evolving training modalities, including virtual or technology-assisted instruction, provided they are reviewed and approved by the Board for instructional integrity.

(b) Instructors shall be responsible for submitting attendance records, course completion data, and assessment results to the Board's training credit registry for any session or course they teach or facilitate. Officers shall receive training credit only after the required documentation has been submitted in accordance with §XX-5-6.

(c) The Board shall periodically review continuing education delivery methods to ensure they remain verifiable, measurable, and consistent with evidence-based instructional standards. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

## **SUBCHAPTER 6**

### **MISCELLANEOUS PROVISIONS**

### **§XX-5-12 Grandfathering Provisions**

(a) The Board may award training credit for law enforcement training completed within two (2) years prior to an officer's certification date—whether completed within the State of Hawaii or in another jurisdiction—if:

(1) The training was completed in support of an in-progress course, program, or professional requirement for a Board-recognized endorsement, instructor status, specialty certification, or recertification;

(2) The officer was actively engaged in the program or requirement at the time of certification;

(3) The officer successfully completes all remaining requirements for the certification, endorsement, or status sought; and

(4) The training meets Board-established instructional, content, and documentation standards.

(b) Training credit awarded under this section shall not count toward continuing education requirements under §XX-5-10, but may be applied toward other Board-recognized certifications, endorsements, or professional statuses.

(c) The Board may extend the allowable retroactive period for training credit upon a showing of good cause, including but not limited to the duration of the training program or the timing of rule implementation. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)

**§XX-5-13 Rule Amendments and Updates**

(a) The Board shall review all training standards and credit assignment procedures under this chapter at least once every three (3) years to ensure consistency with:

- (1) Contemporary law enforcement best practices;
- (2) Legal and statutory requirements;
- (3) Certification and decertification data trends; and
- (4) Hawaii-specific public safety priorities.

(b) Prior to adopting amendments to this chapter, the Board shall solicit input from law enforcement agencies, training providers, subject matter experts, and other relevant stakeholders.

(c) The Board may convene advisory groups, conduct public hearings, or solicit written comments as part of a transparent and inclusive rulemaking process. [Eff. 7/1/26] (Auth: HRS §§139-2, 139-3) (Imp: HRS §§139-3, 139-5, 139-6)