

CONSTABLES' TRAINING BULLETIN

NUMBER 114**NOVEMBER 2023**

New for 2024

PA Constables' Training Code of Conduct

The PA Constables' Training Code of Conduct has been revised and **all active and certified constables and deputy constables must sign this revised Code of Conduct [PA Constables' Training Code of Conduct](#) before enrolling into 2024 training courses.** The acknowledgment of the Training Code of Conduct will be automated in Constables' Certification, Education and Training System (CCETS), but a paper version will also be available on the PCCD website (www.pccd.pa.gov).

The following additions were made to the PA Constables' Training Code of Conduct:

Section I. Testing Subparagraph D.

It is the responsibility of each individual user to secure and protect their User ID and password for any computer systems utilized by the Program. Sharing of or providing the User ID and password, allowing someone else to take your online training or mandatory tests and proficiency examinations, or sharing or receiving mandatory test and proficiency examination questions/answers will be considered cheating. This also includes saved User ID and password information on a shared computer or laptop, logging into the "wrong" User account and could be grounds for disciplinary action.

Section I. Testing Subparagraph F.

Constables are prohibited from group functions with multiple individuals accessing the online training on multiple computers and completing the online subject material, or any other group setting where the online training is being reviewed. The online trainings are designed for individual completion, not a group setting.

Section III. Unprofessional Conduct Subparagraph E.

2. Verbal Harassment/Abuse: This includes, but is not limited to, name calling, innuendoes, insults, "bullying" comments, threats, requests or demands for sexual favors, propositions, questions about a person's sexual practices, lewd comments, "wolf whistles," racial, religious, ethnic, or explicit sexual jokes. Including, but not limited to:

1. verbal abuse including insults, put-downs, yelling, shouting or screaming;
2. derogatory, sexually explicit or offensive comments, epithets, slurs or jokes;
3. threats, ridicule, humiliation or intimidation;
4. inappropriate comments about an individual's body or sexual activities; and/or
5. repeated unwelcome propositions, flirtations or requests for dates (subtle or direct)

Constables' Education and Training Board Members:

Craig Westover
Board Chair

Patricia Norwood-Foden
Board Vice Chair

Harry Albert
Honorable Wilden Davis
Major William Cawley
Joshua Stouch



Lt. Governor Austin A. Davis
Chairman, PCCD

Michael Pennington
Executive Director, PCCD

John Pfau
Manager,
Bureau of Training Services

Level 2 Holster Requirement

On May 29, 2013, the Pennsylvania Supreme Court distributed the Constable Policies, Procedures and Standards of Conduct (Constable Policies) [New Supreme Court rules for Constables \(pa.gov\)](http://pa.gov), which included a series of requirements that impact the operations of constables and their deputies. Among these is the following requirement regarding firearms and holsters:

Section IV(D)(1)(e) of the Constable Policies requires that *"a constable shall, when carrying a firearm, secure the weapon in a Level 2, or higher, security holster."*

Unfortunately, there is no universal standard definition of a Level 2 holster. These designations can be traced back to manufacturers marketing holsters and attempting to define the level of security that their holsters offered. These definitions result in differences in the characteristics of a Level 2 holster. Staff are presenting the differences between the two standards below in an effort to provide constables and their deputies with additional information that may aid them in the selection of a holster meeting the intent of the Supreme Court guideline.

Definition A	Definition B
Level 1 – Friction Fit. No retaining device. Weapon held in by Gravity and fit of holster to weapon.	Level 0 – Friction Fit. No retaining device. Weapon Held in by Gravity and fit of holster to weapon.
Level 2 – Friction Fit, Plus Thumb break.	Level 1 – Friction Fit, Plus Thumb break.
Level 3 - Friction Fit, Plus Thumb break. Plus, a trigger retention device.	Level 2 - Friction Fit, Plus Thumb break. Plus, a trigger retention device.
Level 4 - Friction Fit, Plus Thumb break. Plus, a trigger retention device. Plus, a third retention device (e.g. a second strap/break, a twist of the holster, etc.).	Level 3 - Friction Fit, Plus Thumb break. Plus, a trigger retention device. Plus, a third retention device (e.g. a second strap/break, a twist of the holster, etc.).

You will note that within the two systems of definitions, a Level 2 designation under Definition A is rated a Level 1 under Definition B. When choosing a holster, check the manufacturer's specifications and what type of retention features the holster offers. Since the definition of a Level 2 holster may be interpreted differently by your County's President Judge, please contact their office or your County Court Administrator's Office for further clarification on what your County may require.

The Level 2 Holster is currently not a Board requirement for training, but it is strongly recommended that constables and deputy constables utilize a Level 2 Holster while performing constable duties and when attending Constables' Firearms Courses.

“Ball” and Duty Ammunition

Ball Ammunition: Ammunition whose bullet or projectile is designed with a tough metal covering or jacket over a central core material, and which is designed to remain intact and essentially undeformed on impact with an object at its designed velocity. Plain Language Definition - ammunition which has a solid or fully jacketed bullet which does not expand significantly on impact with an object.

Ball ammunition is generally not used as duty ammunition by law enforcement because there are several key disadvantages:

- Penetrates more than hollow point ammunition
- Travels completely through objects (walls, vehicle doors, human bodies, etc.) more often than hollow point ammunition
- Due to this increased penetration, generally imparts less energy (and damage) to an object than hollow point ammunition
- Ricochets more than hollow point ammunition, and with generally larger particles, containing more energy

For these reasons, the Board strongly discourages the use of ball ammunition as a duty ammunition. The Board encourages constables to qualify with the ammunition they carry on duty.

2024 Training Schedule

The 2024 Training Schedule will be emailed to the constable population on **Monday, December 11, 2023** and will also be posted on the PCCD Website. There are several factors that were taken into consideration when coordinating the location of training facilities, however, there will be an available spot for each active and certified constable to enroll into Constables' Courses.

Online enrollment for the 8-Hour classroom instruction will be available in the Constables' Certification, Education and Training System (CCETS) on Monday, December 11, 2023 at 8:00 a.m. Online enrollment is the quickest and easiest way to secure your seat in a class. As a reminder, paper enrollment forms cannot be faxed to the Training Delivery Coordinators; they must be emailed. Contact information for the Training Delivery Coordinators can be found at the end of this Training Bulletin and also in the 2024 Training Schedule.

The 2024 Continuing Education Courses will include 8-Hours of classroom instruction for Courtroom Security and Judgmental Use of Force subjects; as well as 12-Hours of online instruction for Lessons Learned, Legal Updates, and Working with Different Abilities subjects. All 20-Hours of Continuing Education training must be completed by November 15, 2024.

The 12-Hours of online subject instruction through Temple's Canvas System will be available on **Tuesday, January 16, 2024 at 8:00 a.m.**

2024 ID Cards

In early December 2023, PCCD will mail new certification cards to all constables who have maintained their certifications. This means constables who have successfully completed Continuing Education during 2023, currently hold a valid term of office, and have filed current professional liability insurance information with their county clerk of courts. A constable who has recently changed their address should immediately report that change to Program staff or update the information in CCETS, to ensure that cards are mailed to the correct address.

Title 37 §431.11 Registration: A person shall register with the Board for certification by submitting information such as mailing address and telephone number, Social Security number, date of birth and office held or sought. A constable shall set forth the beginning date and expiration date of the term of office held and provide documentary evidence of election or appointment. A registrant shall inform the Board of a change to registration information within 15 days of the change.

Re-election/Election Certificates and Appointment Orders

In order to ensure continued, uninterrupted certification, if you are re-elected or elected in November 2023, you must forward a copy of your new election certificate from your County Board of Elections to the PCCD via email to trabeaver@pa.gov or nihartmand@pa.gov or FAX (717) 783-7140. If you are a constable or deputy constable who has been newly appointed or re-appointed, you must forward a copy of your new appointment order signed by the President Judge of the Court of Common Pleas to the PCCD.

If you are starting a new term of office and have appointed deputy constables under your old term of office, you will need to petition the courts again to have your deputy re-appointed. Your deputy constable will need to forward on their appointment order to Program staff.

Contact Information

The Training Delivery Constables' Coordinators contact information is as follows:

East Region: Louis Mancini, Temple University – 267-468-8331 (work) – louis.mancini@temple.edu (Email)

West Region: Tony Mucha, PSU-Justice & Safety Institute (JASI) – 814-865-8051 (work) – txm52@psu.edu (Email)

If you have questions regarding certification, training, insurance, or where to send your election certificate or appointment order, PCCD Program staff are available by both email and phone:

THESE ARE NOT CONTACTS FOR CLASS ENROLLMENT

Tracy Beaver – trabeaver@pa.gov and 717-265-8552

Nick Hartman – nihartman@pa.gov and 717-265-8551

Sherry Leffler – sleffler@pa.gov and 717-265-8554