



*State of New Jersey*

OFFICE OF THE ATTORNEY GENERAL  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
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JAMES E. MCGREEVEY  
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October 12, 2004

Dear Law Enforcement Professional:

The New Jersey Domestic Security Preparedness Task Force (Task Force) has approved minimum training requirements for all first responders to include the basic Incident Command System Course (ICS-100), Hazardous Materials Awareness, Weapons of Mass Destruction Awareness and, for law enforcement officers, Counter Terrorism Awareness. In order to achieve compliance with these minimum training requirements, the **attached Directive** requires all law enforcement officers to obtain this training.

To assist law enforcement agencies in meeting this requirement, the Task Force has directed its Planning Group to develop a Virtual Academy for first responders using internet based training. This website is available to all New Jersey First Responders. The Planning Group is in the process of working with prosecutors' offices and first responder agencies to provide information on how to access the Virtual Academy. The ICS-100, Hazmat Awareness and WMD Awareness courses are currently available through the Virtual Academy. The Virtual Academy will offer the Counter-Terrorism course in the near future.

As you may already know, President Bush directed all federal departments and agencies to condition the award of preparedness grants upon adoption of, and implementation of, the National Incident Management System (NIMS) by the grant recipient. In addition to satisfying the Domestic Security Preparedness Task Force requirements, the completion of the ICS-100 training is the first step in implementing NIMS. The Department of Homeland Security has also recommended that each first responder should complete the NIMS Awareness Course (IS-700) developed by FEMA to obtain a basic understanding of NIMS. This course can be accessed through the Virtual Academy or directly through the FEMA Website at <http://training.fema.gov/EMIWeb/IS/is700.asp>.

Sincerely,

PETER C. HARVEY  
ATTORNEY GENERAL OF NEW JERSEY

/s/Peter C. Harvey

By: \_\_\_\_\_

Peter C. Harvey  
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**TO:** DIRECTOR, DIVISION OF CRIMINAL JUSTICE  
SUPERINTENDENT, DIVISION OF STATE POLICE  
ALL COUNTY PROSECUTORS  
ALL POLICE CHIEFS  
ALL LAW ENFORCEMENT CHIEF EXECUTIVES

**FROM:** ATTORNEY GENERAL PETER C. HARVEY

**DATE:** October 12, 2004

**SUBJECT: ATTORNEY GENERAL LAW ENFORCEMENT DIRECTIVE NO. 2004-3:**  
MANDATORY TRAINING FOR ALL LAW ENFORCEMENT OFFICERS IN  
THE STATE OF NEW JERSEY IN THE FOLLOWING DOMESTIC  
SECURITY PREPAREDNESS COURSES:  
*INCIDENT COMMAND SYSTEM (ICS-100)*  
*HAZMAT AWARENESS*  
*WEAPONS OF MASS DESTRUCTION AWARENESS*  
*COUNTER-TERRORISM AWARENESS*

The Domestic Security Preparedness Task Force was established by the New Jersey Domestic Security Preparedness Act which was signed into law on October 4, 2001. The Task Force is responsible for ensuring the statewide coordination of all activities related to domestic preparedness for a terrorist attack. The Task Force is also responsible for identifying mandatory minimum training to be completed by all individuals who function as potential first responders to a terrorist attack.

In executing its responsibilities, the Task Force has determined that all potential first responders to a terrorist attack, including all law enforcement officers, shall complete a course of training in domestic security preparedness. The mandatory minimum training will include instruction in the following subjects: Incident Command System (ICS-100), HAZMAT Awareness, Weapons of Mass Destruction and Counter-Terrorism.

October 12, 2004

**Subject: AG LE Directive No. 2004-03**

With respect to newly appointed law enforcement officers, the Police Training Commission has incorporated the above-listed subjects into the Basic Course for Police Officers as of July 1, 2004. Thus, all newly appointed police officers who have completed the basic course subsequent to July 1, 2004 will have received the mandatory minimum training for domestic security preparedness as part of the basic course.

Those law enforcement officers who completed the basic course prior to July 1, 2004 have not complied with the minimum training requirements set forth by the Domestic Security Preparedness Task Force. Therefore, as the chief law enforcement officer of the State, I am directing that all law enforcement officers who received basic training prior to July 1, 2004, and have not taken the required courses, complete domestic security preparedness training on an in-service basis. Moreover, I recommend that members who have taken these required courses in the past use this opportunity as a training refresher. I remind you that under the Public Employees Occupational Safety and Health Program (PEOSH) every law enforcement officer is required to undergo Hazmat refresher training annually. It is my belief that the training, which will be coordinated by the Domestic Security Preparedness Task Force, will serve to ensure the efficient delivery of law enforcement services to the citizens of this State.

Additional information concerning the implementation and administration of the mandatory minimum training program for veteran law enforcement officers will be distributed by the Domestic Security Preparedness Task Force. All questions concerning the implementation and administration of this directive shall be directed to David S. Leonardis of the Domestic Security Preparedness Task Force at (609) 292-2003 or [David.Leonardis@lps.state.nj.us](mailto:David.Leonardis@lps.state.nj.us)

A copy of this directive and the supporting materials are also available from the Division of Criminal Justice at [www.njdcj.org](http://www.njdcj.org).

jk

- c. Mariellen Dugan, First Assistant Attorney General,  
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