




## **Criminal Justice Standards and Training Commission**

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### **CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION** **TECHNICAL MEMORANDUM 2021-11**

**Date:** November 29, 2021

**TO:** Criminal Justice Agency Administrators  
Criminal Justice Training Center Directors  
Criminal Justice Selection Center Directors

**FROM:** Director Dean Register   
Criminal Justice Professionalism Division

**SUBJECT:** **Misuse of Electronic Databases (New)**

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In 2021, the Florida Legislature passed Senate Bill 890, creating s. 943.17191, F.S., which directs the Commission to require by rule that each law enforcement officer receive instruction on the proper use, and limitations on use, of electronic databases in a law enforcement officer's official capacity and the penalties associated with the misuse of such electronic databases. Each law enforcement officer must complete this training every four years as part of the 40 hours of instruction for continued employment or appointment as an officer. This requirement is effective beginning with mandatory retraining cycles ending June 30, 2022.

Automated Training Management System (ATMS) has been programmed to allow agency users to document the completion of the training. The training is documented under the Certification tab for each officer. Once an officer has completed the training along with the other required topics and other mandatory retraining, agency users should check the box to confirm the officer has completed the required training in the misuse of electronic databases.

At the November 2021 meeting, the Criminal Justice Standards and Training Commission approved the 1-hour Misuse of Electronic Databases, number 1414, effective November 4, 2021. The legislation does not require officers to complete the Commission course; however, agencies must ensure that the topic areas outlined in the statute are covered.

Officers may access the course through this link:  
<http://www.fdle.state.fl.us/Media/BPDtraining/MisuseDatabase/index.html#/>.

For technical support with completing the course, officers may contact the Bureau of Professional Development at (850) 410-7373.

For questions regarding this technical memorandum, contact Terry Baker, Training and Research Manager in the Bureau of Standards at [terrybaker@fdle.state.fl.us](mailto:terrybaker@fdle.state.fl.us) or (850) 410-8688.

cc: Criminal Justice Standards and Training Commission