



Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Criminal Justice Professionalism
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 410-8600
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
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**CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION
TECHNICAL MEMO 2014-05**

TO: Criminal Justice Agencies
FROM: Director Jennifer C. Pritt *JCPritt #2114*
Criminal Justice Professionalism Division
SUBJECT: Temporary Employment Authorization (TEA)

The purpose of this technical memorandum is to provide a brief overview of the Temporary Employment Authorization (TEA) process. Pursuant to Chapter 943.131(1), F.S., agencies may choose to employ criminal justice officers using a TEA. The employing agency is authorized to temporarily employ or appoint an individual who has not completed a Basic Recruit Training Program (B RTP) and/or passed the State Officer Certification Examination (SOCE), provided the agency can document a critical need exists to employ or appoint the individual to a sworn position.

Pursuant to Chapter 943.13(1)-(8), F.S., a TEA does not allow an agency to hire an individual in a sworn position while they collect the information required for the individual to meet the necessary requirements for employment or appointment. There are specific time frames that must be adhered to in order for the individual to remain employed in a sworn position on a TEA.

1. If an individual is hired on a TEA and has **not** completed the B RTP, he/she must:
 - a) Attend the first B RTP offered in the geographic area following employment;
 - b) Begin the B RTP within 180 consecutive days after employment;
 - c) Complete the B RTP within 18 months after beginning the B RTP; and
 - d) Pass the SOCE within 180 consecutive days after completing the B RTP
2. If an individual is hired on a TEA and has already completed a B RTP and has not passed the SOCE, he/she must pass the SOCE within 180 consecutive days after the date of employment.
3. If an individual fails to meet the required TEA time frames, he/she must be separated from the sworn position until he/she has completed the training and passed the SOCE.
4. An individual employed on a TEA may not remain on a TEA for more than 30 months.
5. Pursuant to Rule 11B-27.00213, F.A.C., if an individual is employed on a TEA and separates from employment, he/she is not eligible for a new TEA in that discipline until a four-year break in service has occurred.
6. Pursuant to Chapter 943.131(2), F.S., an agency may employ an individual on a TEA who is also applying for Equivalency-of-Training (EOT). The time frames associated with the EOT shall be adhered to, in addition to the time frames for the TEA.

7. An individual hired on a TEA may perform the duties of a sworn officer if he/she is adequately supervised by a fully sworn officer from the employing agency.
8. An officer whose certification has been revoked by the Criminal Justice Standards and Training Commission or who has relinquished his/her certification is not eligible for employment on a TEA.
9. The Automated Training and Management System (ATMS) tracks officers employed on a TEA, however, the ATMS does not automatically separate the officer's sworn employment if the TEA time frames are not met.
- 10. It is the employing agency's responsibility to ensure that all officers employed on a TEA are in full compliance and it is the employing agency's responsibility to separate an officer from a sworn position if he/she fails to adhere to the required time frames.**

If you have any questions, please contact your regional field specialist or Training and Research Manager Terry Baker at 850-410-8688 or terrybaker@fdle.state.fl.us.

JCP/GWH/tb

cc: Criminal Justice Standards and Training Commission Members