

DIRECTIVE ON THE QUALIFICATION OF PERSONS RECOGNIZED BY THE
ÉCOLE NATIONALE DE POLICE DU QUÉBEC TO WORK IN THEIR
ORGANIZATION

Refer to:
DIR 02-01A

SECTION I – PREAMBLE

Preamble

1. The *Directive on the Qualification of Persons Recognized by the École nationale de police du Québec to Work in Their Organization* (hereafter referred to as “this directive”) provides for the following:

Definitions

2. It is meant by:
 - 2.1 **Approved instrument:** “Means an instrument of a kind that is designed to receive and make an analysis of a sample of the breath of a person in order to measure the concentration of alcohol in the blood of that person and is approved as suitable for the purposes of section 258 by order of the Attorney General of Canada” (Ref.: s. 254(1) of the *Criminal Code*, R.S.C. (1985), c. C-46);
 - 2.2 **Approved screening device (ASD):** “Means a device of a kind that is designed to ascertain the presence of alcohol in the blood of a person and that is approved for the purposes of this section by order of the Attorney General of Canada” (Ref.: s. 254(1) of the *Criminal Code*);
 - 2.3 **Qualification card:** Document valid for a specified period that is issued by the École nationale de police du Québec (hereafter referred to as the “ENPQ”) attesting that the holder is qualified in a particular field and that specifies, when applicable, the specialty or specialties recognized;

- 2.4 **Speed Measuring Device:** Any device used to measure speed. A list of the recognized speed measuring devices is included in the *Speed Measuring Devices – Specifications* course manual;
- 2.5 **Field:** Sphere of advanced training activities related to a particular practice;
- 2.6 **Instructor:** Person appointed by the ENPQ to train the monitors from his organization and to ensure that their competencies are kept up to date;
- 2.7 **Instructional material:**
- 2.7.1 **Course outline:** Document including, among other things, general information (introduction, prerequisites, target clientele, duration), the objectives and standards, course content, methodological information (instructional approach, teaching and learning activities, evaluation methods) and a bibliography. The course outline is distributed to the student;
- 2.7.2 **Teaching guide:** Document designed to facilitate the instructor's job by providing practical support in the understanding and application of the course outline. It contains all the necessary information and tools the instructor needs to put the preferred approach of the ENPQ into practice. It provides a detailed description of the course and, in particular, of the different steps of the course progress and the evaluation process. The teaching guide ensures uniformity when a same course is taught by different instructors. The teaching guide is distributed to the instructor;
- 2.7.3 **Course manual:** Manual that clearly presents the heart of a subject. It serves as a reference document and presents the material in an organized fashion. The course manual is distributed to the student;

- 2.7.4 **Instrumentation:** Collection of tools and methods used in support of the teaching and learning processes and the formative and final evaluation processes. It includes observation and analysis grids, forms, scenarios, electronic and multimedia support and workbooks. The instrumentation is distributed to the instructor and/or the student, depending on the case.
- 2.8 **Monitor:** Person appointed by the ENPQ to maintain, improve and develop the competencies of the members of his organization;
- 2.9 **Operator or user:** Officer with a level one qualification who operates a device or uses a type of equipment or a technique and puts the methods and procedures taught by the ENPQ into practice;
- 2.10 **Organization:** ENPQ client;
- 2.11 **Photometer:** Device that serves to measure the degree of light transmission through the windows of a vehicle;
- 2.12 **Specialty:** Specific advanced training activity related to a given field;
- 2.13 **Qualified technician:** Where breath samples are concerned, any person designated by the Attorney General as being qualified to operate an approved instrument (Ref.: s. 254(1) of the *Criminal Code*).

Subject

3. The subject of this directive is to clearly explain the qualification of persons recognized by the ENPQ to work in their organization in a given field.

Scope

4. This directive applies to persons recognized by the ENPQ to work in their organization in a given field.

SECTION II – GENERAL PROVISIONS

5. Persons recognized by the ENPQ to work in their organization must adhere to the fundamental professional values of the ENPQ while respecting the training content, pedagogical strategies and evaluation methods.
6. The ENPQ provides those recognized with an original copy of the instructional material enabling them to work according to their qualification. The organization of the person recognized is responsible for the integrity of the material and, as such, ensures that this is used only within the framework of this directive.
7. The ENPQ issues a qualification card to work in a given field once a person has satisfied the ENPQ training requirements.
8. The advanced training activities recognized by the ENPQ are described in Schedule “A” of this directive.
9. The qualification card issued by the ENPQ expires on December 31st of the year indicated on the card.
10. Holders of a qualification card may act in this capacity for an organization other than their own once they have obtained the express permission of their organization and the ENPQ.
11. The ENPQ determines the nature and frequency of the activity reports required of instructors and monitors for each field listed in Schedule “A” of this directive.

12. A qualification card is issued by and remains the property of the ENPQ.
13. Persons recognized by the ENPQ lose their qualification in the following cases:
 - 13.1 Their qualification is revoked at the request of their organization;
 - 13.2 Their qualification is revoked by the ENPQ;
 - 13.3 They are no longer employed by an organization recognized by the ENPQ;
 - 13.4 They are no longer acting as a peace officer;
 - 13.5 Where qualified technicians are concerned, at the request of the ministre de la Sécurité publique [Minister of Public Security];
 - 13.6 When they provide training to an organization other than their own without the authorization of the ENPQ;
 - 13.7 When they provide training to a person that is not authorized by the ENPQ, or, if the case arises, by a law, to act as an operator or user.
 - 13.8 When they contravene to this directive.
14. The instructor provides training for monitors after having received the authorization of the ENPQ coordinator.

SECTION III – SPECIFIC PROVISIONS

Qualified Technician

15. The Minister of Public Security, as the Attorney General, has the mandate of designating persons as qualified technicians pursuant to section 254(1) of the *Criminal Code*.

16. The Minister of Public Security designates the ENPQ as the only institution authorized to provide him with the proper recommendations concerning the designation of a person as a qualified technician to operate one or more approved instruments.
17. The ENPQ, at the request of the Minister of Public Security, keeps a register of persons designated as qualified technicians.
18. Qualified technicians obtain their qualification by satisfying the ENPQ training requirements.
 - 18.1 The request to renew a qualified technician qualification card must be sent to the ENPQ at least twelve months before its expiration date;
 - 18.2 The ENPQ recommends that the Minister of Public Security designate as qualified technicians the candidates who successfully complete the qualified technician advanced training activity and issues them a qualification card.

Speed Measurement Operator

19. In this particular instance, the speed measurement operator receives a qualification card that is issued according to the rules of this directive.

SECTION IV – ADMINISTRATIVE PROVISIONS

20. All of the instructional material remains the property of the ENPQ and must be returned when a person recognized pursuant to this directive ceases to act in this capacity.
21. When a qualification card expires or a card holder loses his or her qualification in the cases listed in section 13 of this directive, the ENPQ informs the organization of the card holder to return the qualification card and the instructional material.

22. The ENPQ training directors are responsible for applying this directive to their respective clientele.
23. The Director of advanced training is responsible for updating this directive.
24. This directive replaces that of May 19, 2009.

Final Section

25. DIR 02-01A includes 25 sections and one schedule.

The Director General,

/s/ Marie Gagnon

Marie Gagnon

**SCHEDULE “A”
LIST OF ADVANCED TRAINING ACTIVITIES FOR WHICH
QUALIFICATION CARDS ARE ISSUED**

Course #	Course Title	Card Valid	French / English	
			Field	Specialty
SER-2032	Épreuves de coordination des mouvements - Le moniteur / Physical Coordination Tests – The Monitor	3 years	Patroller's Activities	Physical Coordination Tests
SER-2036	Épreuves de coordination des mouvements - Le moniteur - Requalification / Physical Coordination Tests – The Monitor – Requalification	3 years		Physical Coordination Tests
SER-1007	Technicien qualifié en alcootest Alco-Sensor IV-RBT IV / Alco-Sensor IV-RBT IV – The Qualified Technician	5 years	Approved Instruments	Alco-Sensor IV-RBT IV
SER-1009	Technicien qualifié en alcootest Intoxilyzer® 5000 C / Intoxilyzer® 5000 C – The Qualified Technician	5 years		Intoxilyzer® 5000 C
SER-1050	Technicien qualifié en alcootest DataMaster DMT-C / DataMaster DMT-C – The Qualified Technician	5 years		DataMaster DMT-C
SER-2012	Technicien qualifié en alcootest Intoxilyzer® 5000 C – Notions spécifiques / Intoxilyzer® 5000 C – The Qualified Technician – Specific Concepts	5 years		Intoxilyzer® 5000 C
SER-2014	Technicien qualifié en alcootest Intoxilyzer® 5000 C – Requalification (test) (durée du cours : 2 heures) / Intoxilyzer® 5000 C – The Qualified Technician – Requalification (test) (Course duration: 2 hours)	5 years		Intoxilyzer® 5000 C
SER-2024	Technicien qualifié en alcootest – Alco-Sensor IV – RBT IV – Notions spécifiques / Alco-Sensor IV – RBT IV – The Qualified Technician – Specific Concepts	5 years		Alco-Sensor IV-RBT IV
SER-2026	Technicien qualifié en alcootest Alco-Sensor IV-RBT IV – Requalification (test) (durée du cours : 2 heures) / Alco-Sensor IV-RBT IV – The Qualified Technician – Requalification (test) (Course duration: 2 hours)	5 years		Alco-Sensor IV-RBT IV
SER-2027	Technicien qualifié en alcootest Alco-Sensor IV-RBT IV – Requalification (durée du cours : 2 jours) / Alco-Sensor IV-RBT IV – The Qualified Technician – Requalification (Course duration: 2 days)	5 years		Alco-Sensor IV-RBT IV
SER-2028	Technicien qualifié en alcootest Intoxilyzer® 5000 C – Requalification (durée du cours : 2 jours) / Intoxilyzer® 5000 C – The Qualified Technician – Requalification (Course duration: 2 days)	5 years		Intoxilyzer® 5000 C
SER-2034	Technicien qualifié en alcootest Alco-Sensor IV-RBT IV – Requalification (autochtones) / Alco-Sensor IV-RBT IV – The Qualified Technician – Requalification (First Nations)	5 years		Alco-Sensor IV-RBT IV

**LIST OF ADVANCED TRAINING ACTIVITIES FOR WHICH
QUALIFICATION CARDS ARE ISSUED (continued)**

Course #	Course Title	Card Valid	French / English	
			Field	Specialty
SER-2035	Technicien qualifié en alcootest Intoxilyzer® 5000 C – Requalification (autochtones) / Intoxilyzer® 5000 C – The Qualified Technician – Requalification (First Nations)	5 years	Approved Instruments	Intoxilyzer® 5000 C
SER-2038	DataMaster DMT-C – Notions spécifiques / DataMaster DMT-C – Specific Concepts	5 years		DataMaster DMT-C
SER-2039	Technicien qualifié en alcootest – DataMaster – DMT-C – Requalification / DataMaster – DMT-C – The Qualified Technician - Requalification	5 years		DataMaster DMT-C
SER-2006	Alcotest® 7410 GLC – Le moniteur / Alcotest® 7410 GLC – The Monitor	3 years	Approved Screening Device	Alcotest® 7410 GLC
SER-2007	Alcotest® 7410 GLC – Le moniteur – Requalification / Alcotest® 7410 GLC – The Monitor – Requalification	3 years		Alcotest® 7410 GLC
SER-2008	Alco-Sensor IV DWF – Le moniteur / Alco-Sensor IV DWF – The Monitor	3 years		Alco-Sensor IV DWF
SER-2010	Alco-Sensor IV DWF – Le moniteur – Requalification / Alco-Sensor IV DWF – The Monitor – Requalification	3 years		Alco-Sensor IV DWF
SER-1005	Cinémomètre Doppler / Police Traffic Radar (Doppler)	5 years	Speed Measurement	Doppler
SER-1012	Cinémomètre Doppler – Requalification / Police Traffic Radar (Doppler) – Requalification	5 years		Doppler
SER-2004	Cinémomètre Doppler – Le moniteur / Police Traffic Radar (Doppler) – The Monitor	3 years		Doppler
SER-2005	Cinémomètre Doppler – Le moniteur – Requalification / Police Traffic Radar (Doppler) – The Monitor - Requalification	3 years		Doppler
INS-3020	Cinémomètre Doppler – L'instructeur / Police Traffic Radar (Doppler) – The Instructor	1 year		Doppler
INS-3021	Cinémomètre Doppler - L'instructeur – Requalification / Police Traffic Radar (Doppler) – The Instructor - Requalification	1 year		Doppler
SER-1010	Cinémomètre laser / Police Traffic Laser	5 years		Laser
SER-2011	Cinémomètre Laser – Notions spécifiques / Police Traffic Laser – Specific Concepts	5 years		Laser
SER-1011	Cinémomètre laser – Requalification / Police Traffic Laser – Requalification	5 years		Laser
SER-2002	Cinémomètre laser – Le moniteur / Police Traffic Laser – The Monitor	3 years		Laser
SER-2003	Cinémomètre laser – Le moniteur – Requalification / Police Traffic Laser – The Monitor - Requalification	3 years		Laser
INS-3018	Cinémomètre Laser – L'instructeur / Police Traffic Laser / The Instructor	1 year		Laser
INS-3019	Cinémomètre Laser – L'instructeur – Requalification / Police Traffic Laser – The Instructor - Requalification	1 year		Laser

**LIST OF ADVANCED TRAINING ACTIVITIES FOR WHICH
QUALIFICATION CARDS ARE ISSUED (continued)**

Course #	Course Title	Card Valid	French / English	
			Field	Specialty
SER-2015	Photomètre – Le moniteur / Photometer – The Monitor	3 years	Photometry	Photometer
SER-2022	Photomètre – Le moniteur – Requalification / Photometer – The Monitor - Requalification	3 years		Photometer
INS-3016	Photomètre – L'instructeur / Photometer – The Instructor	1 year		Photometer
INS-3017	Photomètre – L'instructeur – Requalification / Photometer – The Instructor - Requalification	1 year		Photometer
INS-3010	Interventions pédagogiques – L'instructeur / Teaching and Learning Practices – The Instructor	1 year	Facilitation	Teaching and Learning Practices
INS-3022	Interventions pédagogiques – L'instructeur – Requalification / Teaching and Learning Practices – The Instructor - Requalification	1 year	Facilitation	Teaching and Learning Practices
FOR-2006	Maniement du fusil de calibre 12 – Le moniteur / Handling of the 12 Gauge Shotgun – The Monitor	3 years	Firearm	12 Gauge Shotgun
FOR-2029	Maniement du fusil de calibre 12 – Le moniteur – Requalification / Handling of the 12 Gauge Shotgun – The Monitor - Requalification	3 years		12 Gauge Shotgun
FOR-2062	Tir au pistolet – Sécurité privée – Le moniteur / Pistol – Private Security - The Monitor	3 years		Pistol
INS-3012	Fusil calibre 12 – L'instructeur / Handling of the 12 Gauge Shotgun – The Instructor	1 year		12 Gauge Shotgun
INS-3015	Fusil calibre 12 – L'instructeur - Requalification / Handling of the 12 Gauge Shotgun – The Instructor - Requalification	1 year		12 Gauge Shotgun
FOR-2025	Tir au pistolet – Le moniteur / Pistol – The Monitor	3 years		Pistol
FOR-2031	Tir au pistolet – Le moniteur – Requalification / Pistol – The Monitor - Requalification	3 years		Pistol
INS-3014	Tir au pistolet – L'instructeur / Pistol- The Instructor	1 year		Pistol
INS-3024	Tir au pistolet – L'instructeur – Requalification / Pistol – The Instructor - Requalification	1 year		Pistol
FOR-2034	Techniques spécifiques de défense – Le moniteur de la Direction de la protection de la faune / Specific Defence Techniques – Monitor of the Wildlife Protection Directorate	3 years		Use of Force – Wildlife Protection
FOR-2035	Techniques spécifiques de défense – Le moniteur de la Direction de la protection de la faune – Requalification / Specific Defence Techniques – Monitor of the Wildlife Protection Directorate - Requalification	3 years	Specific Defence Techniques	

**LIST OF ADVANCED TRAINING ACTIVITIES FOR WHICH
QUALIFICATION CARDS ARE ISSUED (continued)**

Course #	Course Title	Card Valid	French / English	
			Field	Specialty
INS-3008	Techniques spécifiques de défense – L'instructeur de la Direction de la protection de la faune / Specific Defence Techniques – Instructor of the Wildlife Protection Directorate	1 year		Specific Defence Techniques – Instructor of the Wildlife Protection Directorate
FOR-2053	Bâton PR-24 – Le moniteur / PR-24 – The Monitor	3 years	Physical Intervention	PR-24
FOR-2054	Bâton PR-24 – Le moniteur – Requalification / PR-24 – The Monitor - Requalification	3 years		PR-24
FOR-2003	Communication tactique – Le moniteur / Tactical Communication – The Monitor	3 years		Tactical Communication
FOR-2036	Communication tactique – Le moniteur – Requalification / Tactical Communication – The Monitor - Requalification	3 years		Tactical Communication
INS-3013	Communication tactique – L'instructeur / Tactical Communication – The Instructor	1 year		Tactical Communication
INS-3011	Communication tactique – L'instructeur – Requalification / Tactical Communication – The Instructor - Requalification	1 year		Tactical Communication
FOR-2056	Arme à impulsions électriques – Le moniteur – Requalification / Conducted Energy Weapon – The Monitor - Requalification	3 years		Conducted Energy Weapon
FOR-2060	Arme à impulsions électriques – Le moniteur / Conducted Energy Weapon – The Monitor	3 years		Conducted Energy Weapon
FOR-2059	Utilisation du bâton droit télescopique en sécurité privée – Le moniteur / Use of the Expendable Baton in Public Security - The Monitor	3 years		Expendable Baton
INS-3009	Dispositif à impulsions – L'instructeur / Conducted Energy Weapon – The Instructor	1 year		Conducted Energy Weapon
FOR-3009	Dispositif à impulsions – Le moniteur (mise à niveau) / Conducted Energy Weapon – The Monitor (upgrading)	3 years	Conducted Energy Weapon	
FOR-2005	Intervention physique – Le moniteur / Physical Intervention – The Monitor	3 years	Physical Intervention	
FOR-2037	Intervention physique – Le moniteur – Requalification / Physical Intervention – The Monitor - Requalification	3 years	Physical Intervention	
INS-3003	Intervention physique – L'instructeur / Physical Intervention – The Instructor	1 year	Physical Intervention	
INS-3023	Intervention physique – L'instructeur – Requalification / Physical Intervention – The Instructor - Requalification	1 year	Physical Intervention	

**LIST OF ADVANCED TRAINING ACTIVITIES FOR WHICH
QUALIFICATION CARDS ARE ISSUED (continued)**

Course #	Course Title	Card Valid	French / English	
			Field	Specialty
FOR-2057	Intervention tactique – Le moniteur – Module 2 – Capacité d'endiguement / Tactical Intervention – The Monitor – Module 2 – Containment Capability	3 years	Tactical Intervention	Tactical Intervention
FOR-2012	Intervention tactique – Le moniteur – Modules 1 et 2 – Requalification / Tactical Intervention – The Monitor – Modules 1 and 2 – Requalification	3 years		Tactical Intervention
FOR-2017	Simulateur de tir – Le moniteur / Firearm training simulator – The Monitor	3 years		Firearm Training Simulator
FOR-2038	Simulateur de tir – Le moniteur – Requalification / Firearm training simulator – The Monitor - Requalification	3 years		Firearm Training Simulator