



ILLINOIS STATE POLICE MERIT BOARD



Illinois State Police 2013 Lieutenant Exam Reading List

Lieutenant Examination Allocation

The examination will consist of **50** multiple-choice job knowledge questions. The following table provides guidance as to how many items will be drawn from each source on the Lieutenant exam.

Source Material	# of Questions*
Illinois State Police Directives Manual	16
<i>The Leadership Experience, 5th Edition</i> Author: Richard L. Daft ISBN-13 978-1439042113 Cost: Please see website for purchase or rental options For special rate and free shipping please order through website Website: http://www.cengagebrain.com/go/ilsp	13
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Illinois State Police Officers Law Bulletins	3

*The numbers listed in the table are approximations of the final item totals from each source.

The following pages provide information on which sections or chapters of these sources will be used to create the questions for this exam.

Illinois State Police Directives Manual

You are responsible for the following directives from the Illinois State Police Directives Manual. Candidates are responsible for the most recent version of these directives.

Illinois State Police Field Manual
ADM-015, Media Guidelines
ADM-019, Wireless Voice/Data Communications Equipment
ADM-128, Property Control
ENF-006, Domestic Violence
ENF-021, Breath Tests Unrelated to DUI
ENF-023, Roadside Safety Checks
ENF-047, Prohibition of Biased-Based Law Enforcement
EQP-015, In-Car Video Camera Recording Equipment
EQP-016, Electronic Recording of Interviews and Interrogations
OPS-002, Weapons Discharge/Deadly Force Investigation
OPS-003, Vehicle Pursuits
OPS-014, Missing Person Response
OPS-016, All Hazards Planning
OPS-044, Official Advanced Funds
OPS-045, Confidential Sources
OPS-046, Use of Force
OPS-047, Hostage/Barricaded Subject
OPS-073, District Contingency Planning
OPS-081, Emergency Response Driving
OPS-201, Evidence – Collecting and Packaging
OPS-203, Evidence – Inspection, Inventory, Retention and Disposal
PER-003, Medical Response System
PER-009, Equal Employment Opportunity
PER-027, Sick Time- Sworn
PER-030, Complaint and Disciplinary Investigation
PER-032, Discrimination and Harassment
PER-033, Sexual Harassment
PER-038, The Medical Review Board and Medical Duty
PER-060, Performance Standards
PER-103, Code Employee Disciplinary Rules
ROC-002, Rules of Conduct
SRV-016, Human Services
SRV-221, Internet Usage
SRV-222, Social Networking/Media Guidelines

THE LEADERSHIP EXPERIENCE, 5TH EDITION

You are responsible for the following chapters from The Leadership Experience, 5th Edition

The Leadership Experience
Chapter 5. Leadership Mind and Heart
Chapter 10. Leading Teams
Chapter 11. Developing Leadership Diversity
Chapter 14. Shaping Culture and Values
Chapter 15. Leading Change

Agreement between Illinois Troopers Lodge #41 Fraternal Order of Police and Illinois State Police

You are responsible for the following sections from the FOP Agreement.

Agreement between Illinois Troopers and Illinois State Police
Article 4. Management Rights
Article 7. Officers' Bill of Rights
Article 8. Grievance and Arbitration Procedure
Article 12. Officer Security
Article 18. Seniority
Article 21. Working out of Classification
Article 28. Seniority Positions
Article 30. Overtime
Article 32. Quantitative Standards
Article 38. Transfers
Article 39. Selection for Investigative Assignments
FLSA Compensatory Time-Off, Accrual and Scheduling Side Letter
Reassignments Side Letter
Travel Time Side Letter

Agreement between AFSCME & State of Illinois

You are responsible for the following sections from the AFSCME Agreement.

Agreement between AFSCME & State of Illinois
Article II. Management Rights
Article V. Grievance Procedure
Article IX. Discipline
Article XIV. Temporary Assignment
Article XVIII. Seniority
Article XXIII. Leaves of Absence
Article XXIV. Personnel Files

Illinois State Police Master Sergeant Collective Bargaining Agreement October 15, 2008 to June 30, 2012 TEAMSTERS

You are responsible for the following sections from the Teamsters Agreement.

Teamsters Agreement
Article 4. Management Rights
Article 7. Officers' Bill of Rights
* Article 7. Memorandum of Understanding
Article 8. Grievance and Arbitration Procedure
Article 12. Officer Security
Article 18. Seniority
Article 29. Overtime
Article 33. Travel Time

* Can be found on ISP's Intranet.

Agreement between Illinois Troopers Lodge #41 Fraternal Order of Police for Lieutenants and Captains and Illinois State Police May 7, 2008 through June 30, 2012

You are responsible for the following sections from the FOP Contract

Agreement between Illinois Troopers and Illinois State Police
Article 4. Management Rights
Article 7. Officers' Bill of Rights
Article 8. Grievance and Arbitration Procedure
Article 12. Officer Security
Article 18. Seniority
Article 22. Working out of Classification
Article 31. Quantitative Standards
Article 37. Transfers

Illinois State Police Law Bulletins

You are responsible for the following sections from the Illinois State Police Law Bulletins

Illinois State Police Law Bulletins
April 2012
July 2012
September 2012
December 2012