
Rules of
Department of Public Safety
Division 75–Peace Officer Standards and
Training Program
Chapter 9–Minimum Standards for Training
Applicable to any Bailiff in the
State of Missouri

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**Title 11—DEPARTMENT OF
PUBLIC SAFETY**
**Division 75—Peace Officer Standards
and Training Program**
**Chapter 9—Minimum Standards for
Training Applicable to any Bailiff in
the State of Missouri**

**11 CSR 75-9.010 Minimum Requirements
for Bailiffs**

PURPOSE: This rule establishes the minimum training requirements for bailiffs.

(1) All bailiffs assigned to courts of a political subdivision shall be required to complete a minimum of sixty (60) hours of certified basic training for purposes of employment or appointment as a bailiff.

(2) Active or inactive peace officers, reserve officers, or chief executive officers (CEOs), with basic certification, and a minimum of one hundred twenty (120) hours of basic training, have met the minimum training requirements prescribed by the Peace Officer Standards and Training (POST) Commission for the purposes of employment or appointment as a bailiff.

(3) The sixty (60)-hour basic training curriculum for bailiffs shall be prescribed by the commission and shall be designed specifically for bailiffs and will be presented and administered by certified academies.

(4) No instructor shall be scheduled to instruct in more than thirty percent (30%) of the hours of academic subject matters during the basic training course.

(5) In no event may the use of noncertified instructors/lecturers exceed fifteen percent (15%) of the total instruction for the course.

(6) The provisions of sections (4) and (5) shall not preclude the use of instruction of firearms in excess of thirty percent (30%) if and when conditions are required by the department.

(7) The political subdivision may adopt standards which are higher than the minimum standards implemented under the Act. The minimum standards for basic training as set forth in these rules in no way shall be considered sufficient or adequate in those cases where higher standards have been adopted or proposed.

(8) All bailiffs of political subdivisions shall satisfactorily complete the prescribed basic

training course within twelve (12) months from the date of employment or appointment.

(9) Each approved training course topic is considered a single unit. A trainee should complete the full course during one (1) scheduled presentation of the course. Trainees may not be permitted to enroll in subsequent courses for makeup purposes unless unusual circumstances exist and prior approval is obtained from a certified training academy director.

(10) The POST Commission may approve changes in the curriculum of the basic training course upon written request from the director of the Department of Public Safety presenting evidence that the change is compatible with the public interest and is needed.

AUTHORITY: sections 590.105 and 590.120, RSMo (1994). Emergency rule filed June 15, 1994, effective Aug. 28, 1994, expired Dec. 25, 1994. Original rule filed June 2, 1994, effective Nov. 30, 1994. Amended: Filed Aug. 11, 1995, effective March 30, 1996.*

**Original authority: 590.105, RSMo (1978), amended 1986, 1988, 1990, 1993, 1994, 1995 and 590.120, RSMo (1978), amended 1988, 1993, 1995.*

**11 CSR 75-9.020 Requirements for Trainee
Attendance and Performance**

PURPOSE: This rule defines the attendance and performance requirements of trainees for the successful completion of the required basic training course for bailiffs.

(1) To successfully complete the certified training course, a trainee's absences must not exceed five percent (5%) of the total hours of instruction for any reason, and all missed instruction must be made up by the trainee to the satisfaction of the training academy director. The training academy director may dismiss any trainee whose absences exceed five percent (5%) of the course. The training academy director may schedule the trainee for makeup work at the academy director's discretion.

(2) To receive credit for successful completion of the basic training course, the trainee must achieve no less than a seventy percent (70%) final overall grade average on all written tests or no less than a score of sixty percent (60%) on any single test. A trainee who achieves a score of less than sixty percent

(60%) on any single test can be given the opportunity to retake the test.

(3) All performance tests given the trainee shall be judged on a pass or fail basis. A trainee must pass all performance tests to satisfactorily complete the course. The determination of pass or fail on any performance test lies with the certified instructor or with the training academy director.

(4) The weight given any test in determining the overall average shall rest with the training academy director, provided a common formula is utilized for determining the overall average of all trainees enrolled in the same course. The test weighing system will be subject to the review and approval of the director or his/her designated representatives.

(5) The completion of the sixty (60)-hour training course does not authorize the bailiff to carry a firearm.

(6) The following bailiff sixty (60)-hour basic training course core curriculum has been established by the director and is subject to revision as authorized under section (6). The sixty (60)-hour length of the basic training course shall be used exclusively for classroom instruction. Orientation, examinations, critiques, evaluations, administrative functions and graduation ceremonies shall be conducted in addition to the sixty (60) hours of classroom instruction (see Curricula Overview Chart).

AUTHORITY: sections 590.105 and 590.120, RSMo (1994). Emergency rule filed June 15, 1994, effective Aug. 28, 1994, expired Dec. 25, 1994. Original rule filed June 2, 1994, effective Nov. 30, 1994. Amended: Filed Aug. 11, 1995, effective March 30, 1996.*

Original authority: 590.105, RSMo (1978), amended 1986, 1988, 1990, 1993, 1994, 1995 and 590.120, RSMo (1978), amended 1988, 1993, 1995.



| CODES | CURRICULA OVERVIEW | BAILIFF | 64 HOUR | 120 HRS | 180 HRS | 300 HRS | 470 HRS |
|-------|--|---------|---------|---------|---------|---------|---------|
| | ADMINISTRATIVE PROCEDURES | | | | | | |
| O5 | Orientation/Rules and Regulations | | | 1 | 3 | 3 | 29 |
| O5A | Basic Study Skills and Notetaking | | | 1 | 1 | 1 | 3 |
| | Exams | | | | | | 24 |
| | LEGAL STUDIES | | | | | | |
| | Constitutional Law | 7 | 8 | 32 | 10 | 52 | 59 |
| 2I | Introduction to Law | | | 2 | | 2 | 2 |
| 2C | The Criminal Process | | | | | 1 | 1 |
| 2F | Rules of Evidence | | | 4 | | 2 | 2 |
| 2J | Admissions/Confessions/Miranda | | | 2 | | 4 | 4 |
| 2K | Contact/Detention/Arrest | | | 4 | | 4 | 4 |
| 2I | Prisoner Rights and Privileges | | | | 2 | 2 | 2 |
| 2E | Searches, Seizures, and the Search Warrant | | | 2 | | 2 | 2 |
| 2M | Non-Fourth Amendment Seizures | | | | | 1 | 2 |
| 2N | Stop and Frisk | | | | | 1 | 1 |
| 2P | Search Incident to Arrest | | | | | 2 | 2 |
| 2Q | Searches and Seizures Without a Warrant | | | 2 | | 2 | 3 |
| 2R | Peace Officer Liability | | | | | 1 | 1 |
| CLA | Criminal/Constitutional Law Update | | 4 | | | | |
| 2B | Court Organization & Procedure | | | 2 | | 2 | |
| 2H | Courtroom Demeanor | | | 2 | | | |
| | Missouri Statutory Law | | | | | | |
| MSA | Criminal Code Overview | | | | | 1 | 1 |
| 2S | General Provisions | | | | | 2 | 2 |
| 2O | Justification - Use of Force | | | | | 2 | 2 |
| MSB | Criminal Statutes | | | 9 | 2 | 13 | 15 |
| 2U | Civil Process | | 4 | | | 4 | 4 |
| | Traffic Law | | | | | | |
| 3G | Complaint and Summons | | | 3 | 2 | 2 | 3 |
| 3H | Registration and Licensing | | | | | 2 | 2 |
| 3I | Traffic and Vehicle Equipment Regulations | | | | | 4 | 4 |
| | INTERPERSONAL PERSPECTIVES | | | | | | |
| 3K | Ethics and Professionalism | 6 | 18 | 6 | 28 | 30 | 32 |
| DV | Ethics and Professionalism | | | | | 2 | 4 |
| 6A | Domestic Violence | | | | | | 30 |
| 6M | Crisis Intervention/Domestic Violence | | | 2 | 6 | 6 | 6 |
| HB | Child Abuse & Neglect | | | | 4 | 4 | 4 |
| 6I | Human Behavior | | | 1 | | | |
| VJ | Tactical Communications | 4 | | 1 | | | 8 |



| CODES | CURRICULA OVERVIEW | BAILIFF | 64 HOUR | 120 HRS | 180 HRS | 300 HRS | 470 HRS |
|--------------------------|---|---------|---------|---------|---------|---------|---------|
| 6J | Verbal Judo | | 6 | | 10 | 6 | |
| 6K | Communication Obstacles | | 4 | | | 4 | 6 |
| 6L | Cultural Diversity | | 4 | 1 | 4 | 4 | 4 |
| ICP | Community Problem Solving - | | | 1 | | | 2 |
| | Crime Prevention | | | | | | 2 |
| ISP | | | | | | | |
| 6P | Suicide Prevention | 1 | | | 4 | 4 | |
| 6Q | Dealing With Death | | 2 | | 2 | 2 | 2 |
| 6R | Stress Management | | 2 | | 2 | 2 | 2 |
| | Health, Fitness, and Nutrition | | | | | | 2 |
| TECHNICAL STUDIES | | | | | | | |
| 6S | Patrol | 1 | | 13 | 26 | 38 | 51 |
| 6T | Introduction - Preparation for Duty | | | | | 2 | 3 |
| 5B | Service Duties of the Peace Officer | | | 3 | | 3 | 3 |
| 7AA | Radio Communication Procedures | | | 1 | | 1 | 1 |
| 7BB | Preventive Patrol | | | | | | 2 |
| 6C | Field Interviews | | | | 4 | 4 | 4 |
| 7CC | Mechanics of Arrest and Control | | | 4 | | 4 | 4 |
| 6B | Search of Persons / Vehicles | | | | | 4 | 4 |
| 7DD | Vehicle Stops | | | 2 | 8 | 6 | 6 |
| 7EE | Day vs. Night Patrol | | | | | | 1 |
| 7FF | Emergency Response / Building Searches | | | | 8 | 8 | 8 |
| 7GG | Gangs, Transients and Organized Crime | | | | | | 4 |
| DPC | Civil Disturbance Response | | | | | | 4 |
| 7HH | Disturbance and Prowler Calls | | | 2 | 2 | | |
| 7H | Survival Mentality | | | | 4 | 2 | 2 |
| DAR | Hazardous Materials | | | | | 4 | 4 |
| P1 | Introduction to DARE | | | | | | 1 |
| P2 | Physical and Electronic Security Aids | 1 | | | | | |
| | Record System & Uniform Crime Report | | | 1 | | | |
| CB1 | Courtroom Management-Bailiff | 26 | | | | | |
| CB2 | First Response to Hostage Situations | 2 | | | | | |
| CB3 | High-Threat Trials | 4 | | | | | |
| CB4 | Prisoner Movement and Use of Restraints | 3 | | | | | |
| CB5 | Service of Court Process/Orders of Protection | 1 | | | | | |
| CB6 | Basic Security Issues in the Court | 4 | | | | | |
| CB7 | Prisoner Transportation | 2 | | | | | |
| CB8 | Jury Procedures | 3 | | | | | |
| | Courtroom Evacuation | 2 | | | | | |
| 4P | Jail Population Management | | 8 | | 6 | 8 | 8 |
| 4Q | Processing and Documentation Procedures | | 4 | | 3 | 4 | 4 |
| | Basic Security Principles | | 4 | | 3 | 4 | 4 |



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|-------|--|----------|---------|-----------|-----------|-----------|-----------|
| 3J | Traffic Accident and Law Enforcement | | | 3 | 11 | 16 | 22 |
| 3B | STARS/Accident Report Writing and Diagramming | | | | 6 | 6 | 6 |
| 4T | Accident Investigation | | | 2 | | 4 | 4 |
| 4U | Introduction to Traffic RADAR | | | | | | 2 |
| 3C | DMV Investigation and Reporting | | | | 5 | 5 | 8 |
| | Traffic Control and Direction | | | 1 | | 1 | 2 |
| 4W | Criminal Investigation | | | 27 | 13 | 35 | 42 |
| 4X | Introduction | | | | | 1 | 2 |
| 4H | Crime Scene Processing and Investigation | | | 6 | 8 | 8 | 12 |
| 4I | Fingerprint Evidence | | | 2 | 5 | 5 | 6 |
| 4L | Interrogation Process | | | 3 | | 3 | 3 |
| 4M | Informant Use | | | | | | 1 |
| | Case and Trail Preparation | | | | | 2 | 2 |
| CM1 | County and Municipal Offense Investigations | | | | | 16 | 16 |
| CM2 | Property Crime Offense Investigations | | | | | | |
| CM3 | Theft Offense Investigations | | | | | | |
| CM4 | Burglary Offense Investigations | | | 3 | | | |
| CM5 | Assault Investigations | | | 1 | | | |
| 4E | Robbery Offense Investigations | | | 1 | | | |
| 4O | Death Investigations | | | 3 | | | |
| CM6 | Introduction to Drug Identification and Investigations | 1 | | 3 | | | |
| 4F | Signs and Symptoms of Chemical Dependency | 1 | | | | | |
| CM7 | Sexual Offense Investigations | | | 3 | | | |
| 4B | Bad Check Investigations | | | | | | |
| CM8 | Auto Theft Investigations | | | 2 | | | |
| 7K | Criminal Intelligence | | | | | | |
| CM9 | Arson and Explosives Investigations | | | | | | |
| | Explosives Recognition and Search Techniques | 2 | | | | | |
| 5D | Report Writing | 1 | | 4 | 24 | 24 | 25 |
| 5E | Memoranda | | | | 1 | 1 | 1 |
| 5F | Introduction to Report Writing | | | 4 | 3 | 3 | 4 |
| 5G | Interviewing Skills | | | | 4 | 4 | 4 |
| | Report Writing Exercises | | | | 16 | 16 | 16 |
| 7A | Juvenile Justice and Procedures | 1 | | 3 | | 8 | 8 |
| 7I | Introduction, Jurisdiction and Certification | | | | | 2 | 2 |
| 7JJ | Judicial Custody | 1 | | | | 2 | 2 |
| 7KK | Juvenile Interrogation / Interviews | | | | | 1 | 1 |
| 7LL | Fingerprinting and Lineups | | | | | 1 | 1 |
| | Related Missouri Statutes | | | 3 | | 2 | 2 |
| 7MM | First Aid (First Responder) | 9 | | 8 | 4 | 16 | 40 |
| 7NN | DPS-Approved First Responder Course | 4 | | | | | 40 |
| 7OO | CPR | 4 | | 4 | | 4 | |



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|-------|---|-----------|-----------|------------|------------|------------|------------|
| 7PP | Aids and Other Blood Borne Pathogens | 1 | | | 4 | 4 | |
| | General First Aid Introduction | | 4 | | | 4 | |
| | | | | | | | |
| | SKILL DEVELOPMENT | 10 | 18 | 4 | 22 | 29 | 36 |
| 7QQ | Defensive Tactics | 8 | | | | | |
| 7RR | Concepts of Defensive Tactics / Use of Force | | 6 | | 2 | 3 | 3 |
| 7SS | Handcuffing and Restraining Devices | | | 1 | 4 | 4 | 6 |
| 7TT | Control Techniques | | 4 | 1 | 3 | 4 | 6 |
| 7UU | Active Defensive Measures | | 8 | 1 | 3 | 4 | 6 |
| 7VV | Intermediate Weapons | | | | 6 | 7 | 7 |
| OS | Weapons Retention and Disarming | | | 1 | 4 | 5 | 5 |
| | Officer Survival | 2 | | | | | |
| | Exam / Practical Exam | | | | | 3 | 3 |
| 7LA | Firearms | | 8 | 19 | 35 | 40 | 56 |
| 7WW | Legal Aspects of Firearms | | | 2 | | | |
| 7XX | Fundamentals of Marksmanship | | 1 | 2 | 1 | 1 | 2 |
| 7YY | Shooting Stance / Loading / Dry Firing | | | | 3 | 3 | 4 |
| 7ZZ | Skill Development - Handgun | | 6 | 12 | 16 | 16 | 22 |
| 7AAA | Handgun Qualification | | 1 | | 1 | 4 | 4 |
| 7BBB | Shotgun Introduction | | | 3 | 1 | | 4 |
| 7CCC | Skill Development - Shotgun | | | | 4 | 4 | 8 |
| 7EEE | Shotgun Qualification | | | | 1 | 4 | 4 |
| 7FFF | Stress Combat Courses | | | | 4 | 4 | 4 |
| 7NFF | Night Fire - Handgun/Shotgun | | | | 4 | 4 | 4 |
| 8I | Driver Training | | 4 | | 4 | 4 | 32 |
| 8J | Fundamentals of Law Enforcement Driving | | 3 | | 3 | 3 | 6 |
| 8K | Emergency Maneuver Techniques | | 1 | | 1 | 1 | 2 |
| | Skill Development Day/Night | | | | | | 8 |
| | Practical Application Exercises | | | | | | 16 |
| | | | | | | | |
| | TOTAL HOURS | 60 | 64 | 120 | 186 | 300 | 470 |
| | *standard to be recommended for domestic violence | | | | | | |
| | | | | | | | |
| | | | | | | | |
| MHP | SPECIALIZED SUBJECTS | | | | | | |
| WP | Missouri State Highway Patrol | | | | | | |
| CD | Missouri State Water Patrol | | | | | | |
| 90 | Missouri Department of Conservation | | | | | | |
| | Miscellaneous Subjects | | | | | | |



11 CSR 75-9.030 Requirements for and Terms of Recognition of Completion of Training

PURPOSE: This rule defines the requirements for recognition upon completion of basic training and the terms for maintenance of recognition of completion.

Editor's Note: The form mentioned in this rule follows 11 CSR 75-1.010.

(1) Requirements for Recognition Upon Training Program Completion.

(A) The director or his/her designated representatives shall issue a certificate of completion to bailiffs of a political subdivision who have completed the applicable basic training course and who have complied with all other applicable Peace Officer Standards and Training (POST) rules. The certificate shall specify the number of hours and the course of basic training completed.

(B) The successful completion of a basic training course shall be determined by the training academy director, based upon POST rules and subject to the review of the director or his/her designated representatives.

(C) The director or his/her designated representatives may require the passing of a qualifying examination as a condition of completion of the course. Trainees who fail to pass the examination may apply for reexamination no less than thirty (30) days after notification of failure. Trainees may also be required to take supplementary or remedial training before being permitted to retake the examination. Trainees who fail both attempts to pass the qualifying examination shall repeat the basic training course and pass the qualifying examination in order to become certified.

(D) To qualify for recognition upon successful completion of the applicable basic training course, each applicant shall—

1. Be currently employed or appointed as a bailiff;
2. Provide evidence of having completed the applicable certified basic training course by producing a copy of a diploma or other indicia awarded by the training academy;
3. Pass any qualifying examinations and successfully complete any remedial or supplementary training that may be required as a condition of certification; and
4. Submit, through the chief executive officer, an application requesting recognition along with a copy of the diploma or other indicia awarded by the training center for completion of the basic training course.

(A) Once recognized as having completed the basic training course for a bailiff assigned to the court system of a political subdivision, the individual shall be considered as being in permanent and full compliance with the minimum requirement for this recognition as set forth in the Act and POST rules unless for cause or until the individual terminates his/her appointment as a bailiff with a political subdivision.

(B) A bailiff with the court system of a political subdivision is not defined as a peace officer or as a reserve officer and is not eligible for peace officer or reserve officer certification. A bailiff who leaves the employment or appointment with the court system of a political subdivision and accepts an appointment as a state, county or municipal peace officer, reserve officer or chief executive officer will be required to comply with all applicable basic training and certification requirements.

AUTHORITY: sections 590.105 and 590.120, RSMo (Cum. Supp. 1993).
Emergency rule filed June 15, 1994, effective Aug. 28, 1994, expired Dec. 25, 1994. Original rule filed June 2, 1994, effective Nov. 30, 1994.*

Original authority: 590.105, RSMo (1978), amended 1986, 1988, 1990, 1993, 1994, 1995 and 590.120, RSMo (1978), amended 1988, 1993, 1995.

(2) Terms of Recognition.