

OFFICIAL READING LIST

2020 Police Lieutenant Examination Written Test

Denver Civil Service Commission – February 24, 2020

TEXTBOOK

TITLE AND AUTHOR	ISBN #	PRICE
Your Brain at Work - David Rock	978-0-06-177129-3	\$15.99 paperback
** Read only the Acts listed**:		
<i>Act I</i>		
• <i>Scene 3: Juggling Five Things at Once</i>		
• <i>Scene 5: Searching for the Zone of Peak Performance</i>		
<i>Act II</i>		
• <i>Scene 8: Drowning Amid Uncertainty</i>		
<i>Act III</i>		
• <i>Scene 10: Turning Enemies into Friends</i>		
<i>Act IV</i>		
• <i>Scene 13: When Other People Lose the Plot</i>		

TITLE AND AUTHOR	ISBN #	PRICE
The Mind to Lead - Suzanne Kryder	978-0-9838798-0-0	\$16.95 paperback

TITLE AND AUTHOR	ISBN #	PRICE
Start with Why - Simon Sinek	978-1-59184-280-4	\$8.79 paperback

DEPARTMENTAL SOURCE MATERIALS

PART	DESCRIPTION OF SOURCE MATERIAL	AREA
A.	Operations Manual	Selected Sections
	5.0 Duties and Responsibilities of Command Officers	All
	11.00 Duties and Responsibilities of Lieutenants	All
	Operations Manual - Series 100.00 Patrol and General Procedures for all Personnel	Selected Sections
	§ 105.04, Shooting By and/or of Police Officers	All
	§ 107.04, Search and Seizure of Electronic Devices	All

	§ 117.01, Bill of Rights (Sworn Officers Only)	All
	§ 117.02, Assignment of Officers	All
	§ 117.03, Political Activities	All
	§ 117.04, Collective Bargaining Agreement Grievances	All
	§ 117.05, Department of Safety EEO Policy (Sworn and Civilian)	All
	§ 117.06, Protected Information (Sworn and Civilian)	All
	§ 117.07, Investigation Guidelines (Sworn and Civilian)	All
	§ 117.08, Complaint or Appeal Filed by Civilian Employees	All
	§ 118.01, Policy Statement	All
	§ 118.02, Biased Policing	All
	§ 118.03, Criminal Intelligence Information	All
	§ 122.02, Extreme Risk Protection Orders	All

INDEX - Continued
Departmental Source Materials

	Operations Manual – Series 500.00 Supervisory Procedures	Selected Sections
	§501.01, Chain of Command	All
	§501.02, Allotment and Assignments of Personnel	All
	§501.03, Punctuality	All
	§503.01, Complaint and Discipline Procedures for Sworn Officers	All
	§503.02, Commendations	All
	§503.04, Personnel Assessment System (PAS)	All
	§505.01, Days Off	All
	§505.02, Vacation	All
	§505.03, Overtime	All
	§505.04, Special Assignment Time	All
	§505.0	All
	§505.06, Military Absence	All
	§505.07, Applications for Leave	All
	§505.08, Use of Sick Leave, Leave of Absence	All
	§505.09, Medical/Modified Leave Section	All
	§505.10, Line of Duty Injuries	All
	§505.11, Limited Duty	All
	§505.12, Medical Leave, and/or Modified Duty – Returning to Duty	
	§505.13, Police Pension & Relief Board	All
	§505.14, Equal Employment Opportunity for Individuals with Disabilities	All
	§505.15, Donation of Time	All
	§505.16, Holiday and Birthday Compensation	All
	§505.17, Hazard Duty Pay	All
	§505.18, Separation through Disqualification	All

		§505.19, Reemployment of Former Denver Police Officers	All
B.		DPD Training Bulletin - ERPO	
		DPD Training Bulletin – First Amendment and Free Speech	
C.		Collective Bargaining Agreement Between City and County of Denver and Denver Police Protective Association 2018 - 2020	Selected Sections
		Article 1, Recognition	All
		Article 2, Definitions	All
		Article 3, [Reserved]	
		Article 4, Association Rights	All
		Article 5, Check Off and Fair Share	All
		Article 6, [Reserved]	
		Article 7, Labor Management Committee	All
		Article 8, Seniority	All
		Article 9, Vacations	All
		Article 10, Sick Leave	All
		Article 11, Holidays	All
		Article 12, Bereavement Leave	All
		Article 13, Military Service Leave	All
		Article 14, Leave of Absence	All
		Article 15, Number of Hours in Work Periods/Days Off	All
		Article 16, Overtime	All
		Article 17, Call Back	All
		Article 18, Court Time/Jury Duty	All
		Article 19, Change of Shift and Cancellation of Days Off	All
		Article 20, Equipment Allowance	All
		Article 21, Work Assignment in Higher Rank	All
		Article 22, Injury in Line of Duty	All
		Article 23, Funeral Expenses	All
		Article 24, Life Insurance	All
		Article 25, Health and Dental Insurance	All
		Article 26, Death and Disability Contribution	All
		Article 27, Pay Rates and Longevity	All
		Article 28, Pay Periods	All
		Article 29, Retiree Health	All
		Article 30, Grievance and Arbitration Procedures	All
		Article 31, Savings Clause	All
		Article 32, General and Duration	All
		Article 33, Payment on Separation	All