



## **ILLINOIS STATE POLICE MERIT BOARD**



### **Illinois State Police 2016 Master Sergeant Exam Reading List**

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#### ***Master Sergeant Examination Allocation***

This document presents the reading list from which the written job knowledge examination for the rank of Master Sergeant will be developed. The examination will consist of 100 closed-book, multiple-choice questions. You are responsible for reviewing this reading list, obtaining/gaining access to the reading materials and reviewing/studying these materials prior to the administration of the examination.

<b>Reading Material</b>	<b># Final Items</b>
<b><i>Illinois State Police Master Sergeants Collective Bargaining Agreement; Teamsters Local 700; July 1, 2015 – June 30, 2019</i></b>	5
<b><i>Agreement between AFSCME &amp; State of Illinois</i></b>	6
<b><i>Illinois State Police Troopers, Special Agents, and Sergeants Collective Bargaining Agreement; July 1, 2012 – June 30, 2015</i></b>	7
<b><i>Illinois Criminal and Traffic Law Manual, 2015 Edition</i></b>	12
<b><i>Illinois State Police Directives</i></b>	45
<b><i>It Worked for Me: In Life and Leadership</i></b> Colin Powell Publisher: Harper Copyright 2012, ISBN-13: 978-0062135124	15
<b><i>Shift Briefings</i></b>	4
<b><i>The President's Task Force on 21<sup>st</sup> Century Policing</i></b>	6

\* The above percentages are approximations of the final items totals.

The following tables contain details regarding the sections of each of the above referenced reading materials from which examination questions will be created.

***Illinois State Police Master Sergeants Collective Bargaining Agreement; Teamsters Local 700; July 1, 2015 – June 30, 2019***

<b>Section</b>	<b>Title</b>
Article IV	Management Rights
Article VIII	Grievance and Arbitration Procedure
Article XVIII	Seniority

***Agreement between AFSCME & State of Illinois***

<b>Section</b>	<b>Title</b>
Article V	Grievance Procedure
Article IX	Discipline
Article X	Vacations
Article XII	Hours of Work and Overtime

***Illinois State Police Troopers, Special Agents, and Sergeants Collective Bargaining Agreement; July 1, 2012 – June 30, 2015***

<b>Section</b>	<b>Title</b>
Article 3	Non-Discrimination
Article 7	Officer's Bill of Rights
Article 8	Grievance and Arbitration Procedure
Article 12	Officer Security
Article 18	Seniority
Article 21	Working out of Classification
Article 24	Vacations
Article 25	Personal Time Off
Article 28	Seniority Positions
Article 30	Overtime
Article 31	Sick Leave
Article 33	Secondary Employment

**Illinois Criminal and Traffic Law Manual 2015 Edition**

<b>Section</b>	<b>Title</b>
625, Chapter 11, Article II	Obedience to the Effect of Traffic Laws
625, Chapter 11, Article IV	Accidents
625, Chapter 11, Article V	Driving While Intoxicated, Transporting Alcoholic Liquor, and Reckless Driving
625, Chapter 5/11-502.1	Medical Marijuana
705, Act 405, Article I	Juvenile Court Act of 1987
720 ILCS 5/33-3	Official Misconduct
720, Title III, Part B., Article 9	Homicide
720, Title III, Part B., Article 10	Kidnapping and Related Offenses
720, Title III, Part B., Article 11	Sex Offenses
720, Title III, Part B., Article 12	Bodily Harm
720, Title III, Part C., Article 16	Theft and Related offenses
720, Title III, Part C., Article 18	Robbery
720, Title III, Part C., Article 19	Burglary
720, Title III, Part C., Article 21	Damage and Trespass to Property
720, Title III, Part D., Article 24	Deadly Weapons
720, Title III, Part D., Article 26	Disorderly Conduct
720, Title III, Part E., Article 31	Interference with Public Officers
720, Title III, Part F., Article 33A	Armed Violence
720, Act 550/3 – 550/9	Cannabis Control Act
720, Act 570, Article I	Controlled Substance Act – Intent, Title and Definitions
720, Act 600	Drug Paraphernalia Control Act
725, Title II, Article 107	Arrest
725, Title II, Article 108	Search and Seizure, Eavesdropping
725, Title IV, Article 112A	Domestic Violence: Order of Protection
725 ILCS 5/103-2.1	When statements by accused may be used
750, Title II, Act 60	Illinois Domestic Violence Act of 1986

**Illinois State Police Directives**

<b>Section</b>	<b>Title</b>
ADM-015	Media Guidelines
ENF-006	Domestic Violence
ENF-014	Prisoner Transportation, Handling, Searching and Jailing
ENF-018	DUI Enforcement and Processing
ENF-019	Responding to Mentally Ill Persons
ENF-022	Roadblocks
ENF-031	Foreign Nationals
ENF-037	Warrantless Searches
ENF-047	Prohibition of Improperly Biased Law Enforcement
EQP-002	Department Vehicle Usage
EQP-003	Department Vehicle Crash and Incident Reporting
EQP-015	In-Car Video Camera Recording Equipment
EQP-017	Conducted Electrical Weapons
OPS-002	Weapons Discharge/Deadly Force Investigation

OPS-003	Vehicle Pursuits
OPS-004	Authorized Active Shooter Response
OPS-011	Bombings and Bomb Threats
OPS-014	Missing Person Response
OPS-037	Juvenile Procedures
OPS-042	Investigative Responsibilities
OPS-044	Official Advanced Funds
OPS-046	Use of Force
OPS-047	Hostage/Barricaded Subject
OPS-057	Handling and Reporting Hazardous Materials Incidents
OPS-081	Emergency Response Driving
OPS-200	Evidence – Definitions and Responsibilities
OPS-201	Evidence – Collection and Packaging
OPS-202	Evidence – Collecting and Packaging Digital Evidence
OPS-203	Evidence – Inspection, Inventory, Retention and Disposal
PER-005	Integrated Strategic Performance
PER-009	Equal Employment Opportunity
PER-025	Timekeeping
PER-027	Sick Time – Sworn
PER-030	Complaint and Disciplinary Investigation
PER-031	Grievance Procedures
PER-032	Discrimination and Harassment
PER-033	Sexual Harassment
PER-035	Secondary Employment
PER-060	Performance Standards
PER-064	Critical Incident Stress Management
PER-103	Code Employee Disciplinary Rules
ROC-002	Rules of Conduct
SVR-017	Personnel Early Warning System
SVR-206	Use of Email
SVR-208	Mobile Data Computer Systems
SVR-221	Internet Usage
SVR-222	Social Networking/Media Guidelines

<b><i>It Worked for Me: In Life and Leadership</i></b>
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You are responsible for the entire book
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**Shift Briefings**

<b>Year</b>	<b>Title</b>
2014	Conceal Carry
2015	In-Car Video Camera Recording Equipment
2015	Traffic and Pedestrian Stop Statistical Study
2016	Juvenile Court Act Update

**The President's Task Force on 21<sup>st</sup> Century Policing**

<b>Chapter</b>	<b>Title</b>
Pillar 2	Policy and Oversight
Pillar 4	Community Policing and Crime Reduction