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**RSLPF PROMOTION EXAMINATION SYLLABUS 2014**



**ROYAL SAINT LUCIA POLICE FORCE**

**PROMOTIONS EXAMINATION SYLLABUS**

**FOR**

**INSPECTORS'**  
**SERGEANTS'**  
**CORPORALS'**

**Version 1.0**

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Correspondence related to the RSLPF Promotion Syllabus should be addressed to:

Commissioner of Police  
Royal Saint Lucia Police Force  
Police Headquarters  
Castries  
Saint Lucia

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Police Headquarters, Castries

Saint Lucia

## **Introduction**

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The Royal Saint Lucia Police Force is cognizant of the need to provide the members of the Royal Saint Lucia Police Force with a fair, consistent, objective, transparent, professional process in tandem with the promotion guidelines of the Royal Saint Lucia Police Force (RSLPF). The goal of the promotion process is to evaluate the potential of candidates who are applying for the ranks of Corporal, Sergeant, or Inspector. Various evaluation techniques will be used during the promotion process, to identify candidates who have the potential for assuming greater responsibility and the knowledge, skill, or competencies required for success as a Corporal, Sergeant, or Inspector.

This syllabus should synchronize and standardize the promotion process within the RSLPF. The purpose of this syllabus is to assist candidates to understand and prepare more effectively for the promotion process.

To this end, the RSLPF with the full involvement of a team from the Sir Arthur Lewis Community College (SALCC), commissioned the development of this promotion syllabus that provides eligible candidates/members of the RSLPF, with the requisite information concerning the RSLPF Promotion Framework for promotion examinations.

The RSLPF Promotions Framework consists of four phases. During each phase, it is possible for a candidate to attain, exceed, or fall short of the standards required. The phases will occur in the following order:

- Vetting of the candidates (Application process)
- Written promotion exam
- Team Exercise
- The Interview

See Cabinet conclusion 353 of 17 June, 2013, Appendix III for the Approval of the promotion guidelines and Promotion Guidelines 2012 for the RSLPF for further information.

The assessment phases of the promotions process will have the following weightings in arriving at the overall promotions score and grade:

- Written Promotions Examinations - 45%
- Team Exercise - 25%
- The Interview - 30%

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The promotion process will produce a list of candidates eligible for promotion. This list will be used by the Commissioner of Police to guide promotion decisions.

## **ADMISSION**

Admission to the qualifying examination for promotion to the ranks of Corporal, Sergeant, or Inspector will be in accordance to the RSLPF Promotion Guidelines, Appendix I and II and Appendix III of Cabinet Conclusion No. 353 of 17 June, 2013.

## **APPLICATIONS**

Applications must be made on the prescribed application forms which may be collected from any station/unit, the HR Department or the Corporate Services Department and must be received by the Administrative Officer or the Human Resource Department before or on the deadline provided on the Vacancy Notice. See Appendix I of Cabinet Conclusion 353 of 17 June, 2013.

All applications must be accompanied by the relevant documents as stated in the Vacancy Notice. Applications unaccompanied by supporting documents will be placed on hold pending receipt of the said documents. **Application forms received after the deadline date will NOT be considered or accepted under any circumstances.**

Candidates are advised to keep a copy of the application form and a record of the date it was submitted and to whom it was delivered. It is the responsibility of each candidate to ensure that their application form has been submitted and received by the relevant authority by the deadline date.

Vetting will be conducted as per the standards recommended by the Commissioner of Police and approved by the Ministry of Home Affairs and National Security as stated in section 4.8 of Appendix III in Cabinet Conclusion 353 of 17 June, 2013.

Successful applicants will be contacted by the Administrative Officer or Human Resource Department and informed of their eligibility to continue on to the next phase of the promotion

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process, the written examination. They will be provided with an identification number which will be utilized throughout the promotion process.

**WRITTEN PROMOTION EXAMINATION**

The written promotion examination is conducted on completion of the vetting of candidates in the RSLPF. The purpose of the written promotion examination is to identify candidates who have sufficient levels of knowledge and understanding to effectively apply relevant laws and procedures, as well as to demonstrate the essential competencies required to perform efficiently as a Supervisor in the RSLPF.

It is recommended that candidates spend a minimum of 20 weeks completing independent study in preparation for the RSLPF Promotions Examination.

**PASS/FAIL CRITERIA**

The pass mark for the written examinations for Corporals, Sergeants and Inspectors will be fifty percent (50%). Candidates achieving this mark or above will be eligible to continue onto the next phase of the promotion process. Candidates who achieve a score lower than the pass mark will be awarded a fail and will not be allowed to continue onto the next phase of the promotion process.

*The written Promotions Examination accounts for 45% of the overall promotions score.*

**TEAM EXERCISE**

Candidates are asked to role play their response to a pretend situation. For example, candidates might be asked to outline their response to a situation (Tactical, Supervisory, Ethical etc.). Each candidate should ensure he/she participates actively in this exercise.

*The Team Exercise accounts for 25% of the overall promotion score.*

**THE INTERVIEW**

The final testing component of the promotion process framework will be a structured oral interview. Whilst the written test measures how well a candidate knows certain facts and principles, the interview assesses candidates', critical, strategic, problem-solving and decision-making skills. The questions also attempt to assess the candidate's attitudes toward critical

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issues and job- related knowledge. The interview will be scored according to defined scoring dimensions. Scores for each question will be based on a four (4) point scale, with four (4) being the highest.

*The Interview accounts for 30% of the overall promotion score.*

**WRITTEN EXAMINATION RESULTS**

A Results Committee comprising of a representative from the SALCC, RSLPF, and the Administrative Officer will before issuing examination results:

- inform any candidate suspected of breaching confidentiality, attempting to gain unfair advantage, or suspected of irregular behaviour that their result will be withheld until a Disqualification Committee has considered the circumstances.
  
- ratify the results prior to their release

A list of results indicating pass, fail, withdrawn and absent candidates for the RSLPF Promotion Exams will be kept by the Administrative Officer. The Administrative Officer will forward a notification of results to Individuals by e-mail and in writing. The notice will include the final grade and total percentage score obtained in the examination. This should also be broken down to indicate their areas of strength and weakness.

**RIGHT OF APPEAL**

Applicants/candidates have the right of appeal for the Application and Written Examination phases of the process. Applicants/candidates can appeal to the Appeals Committee where there are reasonable grounds for believing that:

- The Disqualification Committee did not act in compliance with the rules.
- Their examination score was not reflective of their performance;

Appeals must be made in writing to the Administrative Officer and submitted within seven (7) days after receipt of response to one's application or to one's results of the written examinations.

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The Administrative Officer will forward the appeal to the Appeals Committee. The members of the Appeals Committee will review the application/examination papers or any other evidence to determine whether there are adequate grounds for appeal. The Appeals Committee will notify the Administrative Officer whether the decision is upheld or overturned.

All candidates have the Right of Appeal. The Right of Appeal will cost \$20.00.

**FINAL PROMOTION EXAMINATION RESULTS**

On completion of the entire promotion process, the Administrative Officer will forward a list of the results of the written examination, team exercise and interview to the Commissioner of Police.

**SCOPE OF SYLLABUS**

The questions in the examinations will test candidates' knowledge and understanding of the following areas:

1. The Annual Policing Plan,
2. Crime and Criminal Offences,
3. Evidence and Procedure,
4. Laws related to Policing,
5. General Policing Duties,
6. Police Administration/Supervisory Practices,
7. Criminal Code of Saint Lucia,
8. Maritime Policing,
9. Military duties and
10. Traffic and Road Safety.

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Candidates will be examined on the above-mentioned as it appears in the most recent legislation.

Any changes to legislation following the publication of the latest amendments to legislation will not be included in the examination paper for that year, unless suitable prior notification is given. The RSLPF will ensure that any syllabus updates are distributed well in advance of the examination date, to ensure that candidates have sufficient time to prepare.

## **GENERAL OBJECTIVES**

The objectives of this syllabus are as follows:

1. apprise the candidates of the rules for the RSLPF Promotion Exam Framework;
2. relate to candidates the requisite information needed to prepare for Police Promotion Examinations;
3. demonstrate a positive attitude towards the RSLPF promotion examination process;
4. create a fair, transparent and consistent examination process;



## **SKILLS AND ABILITIES TO BE ASSESSED**

The skills and abilities that candidates are expected to develop on completion of this syllabus have been grouped under three headings:

- (a) Knowledge and Comprehension;
- (b) Application and Analysis;
- (c) Evaluation and Problem Solving;

### **Knowledge and Comprehension**

The examination will test candidates' skills and ability to:

1. Understand and recall basic facts and concepts related to policing scenarios;
2. understand the diverse acts, laws and statutes relating to policing;
3. identify real-life situations or challenges for which policing solutions are appropriate and practical.

### **Application and analysis**

The examination will test candidates' skills and ability to:

1. apply concepts to various scenarios in the policing environment;
2. separate facts and concepts into component parts;
3. analyse the impact of policing in relation to real life situations;

### **Evaluating and Problem Solving**

The examination will test candidates' skills and ability to:

1. select and use facts, legislation, and concepts appropriately in problem solving and decision making;
2. provide advice and make judgements based on the appropriate laws, acts, statutes, and body of information;

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3. Evaluate situations and provide suitable solutions or advice concerning problems in policing;
4. Justify and apply appropriate techniques of problem-solving and decision-making.

**ASSESSMENT STRUCTURE FOR WRITTEN EXAMINATIONS**

**CORPORALS' EXAM**

Duration – 3 hours

**Multiple Choice** (General Policing questions) – 40

**Short Answer** Questions – 4

**Scenarios** – 2 scenarios to be answered (1 compulsory)

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**SERGEANTS' EXAM**

Duration – 3 hours

**Multiple Choice** – 30

**Short Answer** Questions – 5

**Scenarios** – 2 scenarios to be answered (1 compulsory)

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**INSPECTORS' EXAM**

Duration – 3 hours

**Multiple Choice** (General Policing questions) – 30

**Short Answer** Questions – 5

**Scenarios** – 2 scenarios to be answered (1 compulsory)

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All questions in the examination papers will be developed by proficient individuals. All questions will be linked to the syllabus to ensure the questions and scenarios are relevant to the role of Corporal, Sergeant, and Inspector. All questions will go through a quality assurance process to ensure legal accuracy, validity, and that questions are relevant.

Although the syllabus content is similar in some respects for the various ranks, some rank specific areas differ. The subject areas for each rank are indicated below.

**POLICE PROMOTIONAL EXAMS SYLLABUS 2014**

**CONSTABLE TO CORPORAL EXAM**

<b>CRIMINAL</b>	
<b>CRIMINAL CODE OF ST. LUCIA</b>	
	<b>SECTION</b>
<b>CHAPTER ONE</b>	
<b>PART 1 PRELIMINARY</b>	
Interpretation	6
<b>PART 2 JUSTIFICATIONS AND EXCUSES</b>	
Claim of right	7
Extent of justification	16
Consent to fight cannot justify	17
Consent to harm or wound	18
Ignorance or mistake of fact	24
Ignorance of Law no excuse	25
Age of Criminal Responsibility	26
Intoxication, when an excuse	28
Reasonable use of force in Self-Defense	34
Force to preserve order	43
Automatism	47
Duress of circumstance	48
Duress by threat	49
Necessity	50
<b>PART 3 LIABILITY AND MENS REA</b>	
Causing event by involuntary agent	52
Several persons causing event	53
Intent	56
Transferred intent	57

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Definition of threats	61
<b>PART 4 PARTICIPATION AND INCHOATE OFFENCES</b>	
Aiding and abetting Crime	62
Punishment where crime aided and abetted is not committed	65
Punishment where different crime is committed	66
Conspiracy to commit Crime	73

Person within Jurisdiction agreeing with person outside Jurisdiction to commit or abet Crime	75
Attempt to commit Crime	77
Punishment for attempting to commit Crime	78
Preparation for commission of Crime	80
<b>CHAPTER TWO</b>	
<b>PART 1 OFFENCES AGAINST THE PERSON</b>	
Causing death of a child	82
Murder	85
Capital Murder	86
Non capital Murder	87
Attempt to Murder	88
Diminish Responsibility	90
Provocation	91
Suicide Pact	95
Administering Noxious Substance	96
Reckless Harm	97
Grievous Harm	98
Maim or Dangerous Harm	99
Wounding	100
Threats of death	114
Offence of Assault	115
Stalking	118
Rape	123
Unlawful Sexual connection	124
Sexual intercourse with a person under 12	126
Sexual intercourse with a person between 12 and 16	127
Indecent Assault	130
Indecent Act	131
Gross Indecency	132
Transmission of HIV	140
Incest	157

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Termination of Pregnancy in certain cases	166
<b>PART 2 OFFENCES AGAINST PROPERTY</b>	
Basic definition of Theft	188
Dishonest Appropriation	189
Meaning of Appropriation	190
Property capable of being Stolen	191
Property belonging to another	192
Taking property with the intention of permanently depriving the other of it	193
Stealing from person	198
Robbery	206
Burglary	207
Aggravated Burglary	208
Abstracting electricity	210
Obtaining property by deception	211
Making off without payment	215
Blackmail	223
Handling stolen goods	224
<b>DRUGS (PREVENTION OF MISUSE) ACT CHAPTER 3.02</b> <b>Revised Edition</b> <b>Showing the law as at 31 December 2008</b>	
	<b>SECTION</b>
Interpretation	2
Restriction of Importation and Exportation of Controlled Drugs	5
Restriction of Production and Supply of Controlled Drugs	6
Handling of Controlled Drug	7
Restriction of Possession of Controlled Drugs	8
Restriction of Cultivation of Cannabis plant	9
Possession of a Controlled Drug on or near School premises	12
Supply of Controlled Drug to child or young person	14
<b>FIREARMS ACT CHAPTER 14.12</b> <b>Revised Edition</b> <b>Showing the law as at 31 December 2008</b>	
	<b>SECTION</b>
Interpretation	2
Prohibited Weapons and Ammunition	3
Converting Firearm	16
Prohibition against possession without a License	22
Prohibition against carrying a Firearm or Ammunition in public place	24
Prohibition against discharging Firearm in Public	25

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Use of Firearm or imitation Firearm with intent to commit Offence	27
Powers of seizure and arrest	37
<b>EVIDENCE ACT CHAPTER 4.15</b>	
<b>Revised Edition</b>	
<b>Showing the law as at 31 December 2008</b>	
	<b>SECTION</b>
Interpretation	2
Hostile Witnesses	35
Exclusion of Identification Evidence	100
<b>POLICE ACT CHAPTER 14.01</b>	
<b>Revised Edition</b>	
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	<b>SECTION</b>
Duties of the Police	23
Hearing and determination of Charges or Complaint	28
<b>TRAFFIC</b>	
<b>MOTOR VEHICLES AND ROAD TRAFFIC ACT CHAPTER 8.01</b>	
<b>Revised Edition</b>	
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<b>PART 3 REGISTRATION OF MOTOR VEHICLES AND TRAILERS</b>	
Registration of Motor Vehicle or Trailer	17
<b>PART 7 TRAFFIC OFFENCES</b>	
Operating a Motor Vehicle in an unroadworthy condition	63
Driving Motor Vehicle without valid Driver's Licence or Permit	66

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<b>COMMUNITY POLICING</b>	
Sir Robert Peel's nine policing principles	
Differences between traditional and Community Policing	

Different Policing Eras	
<b>GENERAL</b>	
Police pledge	
Vision , mission and Strategic Objectives of the Royal St. Lucia Police Force	
Performance Appraisal procedure	
<b>MARINE</b>	
Rules of the Road – Rules 9,10,13,18 and 21	
<b>MILITARY</b>	
Components of a Fire Arm	
Units of Measures most commonly used on military maps and found in the graphic(bar) scales	
Aids of judging distance	
Colors found on a map and their representation	
Items used for map reading	

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**CORPORAL TO SERGEANT EXAM**

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Duress by threat	49
Necessity	50
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 <b>PART 4</b> <b>ADMISSION AND USE OF EVIDENCE: EXCLUSIONARY RULES</b>  	
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 <b>GENERAL POLICE ADMINISTRATION AND DISCIPLINE</b>  	

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<b>POLICE ACT CHAPTER 14.01</b>	
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	<b>SECTION</b>
<b>PART 2</b>	
<b>CONSTITUTION AND ADMINISTRATION</b>	
Functions of the Force	5
<b>PART 3</b>	
<b>CONDITIONS OF SERVICE OF INSPECTORS, SUBORDINATE OFFICERS AND CONSTABLES.</b>	
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<b>PART 4</b>	
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Hearing and determination of Charges or Complaint	28
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<b>POLICE COMPLAINTS ACT CHAPTER 14.14</b>	
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<b>RECEIPT AND INVESTIGATION OF COMPLAINTS</b>	
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<b>ROYAL ST. LUCIA POLICE STANDING ORDERS NUMBER 2 OF 2011</b>	
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Aids of judging distance	
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Items used for map reading	
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**SERGEANT TO INSPECTOR EXAM**

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**CHAPTER TWO**

**PART 1 OFFENCES AGAINST THE PERSON**

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Abstracting electricity	210
Obtaining property by deception	211
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