

**RULES  
OF  
THE TENNESSEE PEACE OFFICER STANDARDS  
AND TRAINING COMMISSION**

**CHAPTER 1110-06  
ADMINISTRATION OF INCOME SUPPLEMENTS  
FOR LAW ENFORCEMENT OFFICERS**

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**1110-06-.01 ELIGIBILITY TO RECEIVE IN-SERVICE INCOME SUPPLEMENT.**

- (1) A local unit of government is eligible to receive income supplement for law enforcement officers under T.C.A. § 38-8-111 if it is in compliance with minimum employment and training standards enumerated in T.C.A. §§ 38-8-105, 38-8-106, and 38-8-107, and in compliance with Tenn. Comp. R. & Regs. 1110-01 through 1110-09.
  - (a) Only municipalities, counties and law enforcement agencies required and having agreed to meet minimum standards are eligible to receive income supplement for officers.
  - (b) Income supplement reporting rosters shall be furnished for each law enforcement agency at the end of each calendar year. Information detailed on these forms shall include the name, rank, social security number, Public Safety Identification Number, date of basic training, and date and location of in-service training for each full-time law enforcement officer employed by the local unit of government. These forms shall be submitted electronically by January 31 of the following year. All identified deficiencies shall be promptly corrected by the submitting agency.
  - (c) All inquiries and contact with the Commission administrative office shall be made by a law enforcement agency's administrative personnel or by its designee. Two (2) designees shall be identified in writing when the income supplement request is submitted. The names of the designees shall be updated annually by January 1.

**Authority:** T.C.A. §§ 38-8-105 and 38-8-111. **Administrative History:** Original rule filed December 20, 1982; effective January 19, 1983. Amendment filed August 4, 1992; effective November 29, 1992. Amendment filed April 19, 2002; effective August 28, 2002. Amendments filed January 7, 2021; effective April 7, 2021.

**1110-06-.02 LAW ENFORCEMENT OFFICER ELIGIBILITY TO RECEIVE IN-SERVICE INCOME SUPPLEMENT.**

- (1) To be qualified to receive an income supplement, a law enforcement officer shall be certified by the Commission and shall successfully complete a forty (40) hour in-service training course approved by the Commission.
- (2) Officers who attend the Basic Law Enforcement Course shall not be eligible to receive payment during that calendar year and may not be required to attend in-service training during that year. These officers shall be eligible to receive payment during the following calendar year after the successful completion of forty (40) hours of in-service training.

(Rule 1110-06-.02, continued)

- (3) Officers who substitute their out-of-state basic training or other training for certification shall not be eligible to receive payment during that calendar year; however, they are required to complete forty (40) hours of in-service during the calendar year. These officers shall be eligible to receive payment during the following calendar year after they have again successfully completed forty (40) hours of in-service training.
- (4) Officers who have not completed eight (8) months of full-time service during the calendar year are not eligible to receive payment except in the following circumstances (officers must have completed in-service training and firearms qualifications prior to these exceptions):
  - (a) Death of the officer;
  - (b) Retirement;
  - (c) Medical disability;
  - (d) Separation due to change in administration, which the officer can substantiate; and
  - (e) Active duty military service which prevents timely completion of in-service training pursuant to T.C.A. § 38-8-111(a)(3).
- (5) Officers terminated for cause or decertified during the calendar year shall not be eligible for payment.
- (6) Sheriffs who successfully complete and continue such training shall receive salary supplements in the same manner and under the same conditions as in set forth in this rule, except that the Commission shall make the funds for salary supplements available to the appropriate counties for payment to sheriffs.
- (7) Officers shall not be eligible to receive an income supplement from more than one (1) agency or department.

**Authority:** T.C.A. §§ 38-8-111 and 38-11-110; Acts 1981, Ch. 455, § 10; and Acts 1983, Ch. 270, § 5.  
**Administrative History:** Original rule filed December 20, 1982; effective January 19, 1983. Amendment filed January 6, 1989; effective May 1, 1989. Amendment filed August 4, 1992; effective November 29, 1992. Amendment filed October 25, 1993; effective March 1, 1994. Amendment filed April 19, 2002; effective August 28, 2002. Amendments filed January 7, 2021; effective April 7, 2021.

#### **1110-06-.03 PAYMENT PROCEDURES.**

- (1) The Commission shall disburse the income supplements awarded to law enforcement officers certified under the Commission for successful completion of annual forty (40) hour in-service training courses to eligible local units of government.
- (2) It is the responsibility of the local unit of government to disburse funds to the individual officers after the deduction of applicable taxes within thirty (30) days of receipt pursuant to T.C.A. § 38-8-111.
- (3) The award of an income supplement in any calendar year will be based on the availability of funds approved by the General Assembly.
- (4) The local unit of government is responsible for any increases in an employer's contribution to social security or a like program necessitated by an increase in the employee's annual base earnings.

(Rule 1110-06-.03, continued)

- (5) Payment shall be made in lump sum directly to the local unit of government handling salary accounts for the eligible law enforcement agency.
- (6) Payment shall be made only upon request by the local unit of government and upon submission of necessary documentation by the administrative officer of the eligible department which includes, but is not limited to, proof of successful completion by all eligible law enforcement officers of an approved forty (40) hour in-service training course, including all mandatory training programs, within the calendar year.

**Authority:** T.C.A. § 38-8-111. **Administrative History:** Original rule filed December 20, 1982; effective January 19, 1983. Amendment filed August 4, 1992; effective November 29, 1992. Amendment filed April 19, 2002; effective August 28, 2002. Amendments filed January 7, 2021; effective April 7, 2021.

**1110-06-.04 AUDIT.** All accounts shall be subject to audit by the State Comptroller. All records pertaining to income supplement shall be available for inspection by personnel of the Commission.

**Authority:** T.C.A. § 38-8-111. **Administrative History:** Original rule filed December 20, 1982; effective January 19, 1983.

**1110-06-.05 FAILURE TO COMPLETE IN-SERVICE TRAINING.**

- (1) Failure of a certified officer to complete the in-service training course successfully, including all mandatory training programs, will result in the officer's loss of eligibility for the pay supplement in T.C.A. § 38-8-111.
- (2) Failure of a certified officer to complete another in-service training course successfully, including all mandatory training programs, during the next calendar year will result in the officer's loss of certification.

**Authority:** T.C.A. §§ 38-8-107 and 38-8-111. **Administrative History:** New rule filed January 7, 2021; effective April 7, 2021.