

Unit Assignment History

Close

Add Historical Assignment

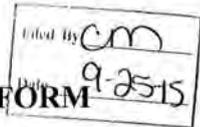
Assignment(s) for: Mark Hanneman

Employee ID Number: 002654

| Edit                 | Delete | Unit Assignment                 | Assignment Type | StartDate  | EndDate   | Name Change |
|----------------------|--------|---------------------------------|-----------------|------------|-----------|-------------|
|                      |        | Pct 1 Daywatch                  | Temporary       | 12/13/2015 | 2/6/2016  |             |
|                      |        | Pct 1 Middlewatch               | Temporary       | 2/7/2016   | 3/5/2016  |             |
|                      |        | Academy                         | Primary         | 8/10/2015  | 6/11/2016 |             |
|                      |        | Pct 4 Daywatch                  | Temporary       | 3/6/2016   | 6/11/2016 |             |
|                      |        | Pct 4 Middlewatch               | Primary         | 6/12/2016  | 1/7/2017  |             |
|                      |        | SB Experience/Back Scatter      | Temporary       | 1/26/2018  | 2/4/2018  |             |
|                      |        | Pct 4 Daywatch                  | Primary         | 1/8/2017   | 3/3/2018  |             |
|                      |        | Pct 4 Middlewatch               | Primary         | 3/4/2018   | 9/14/2019 |             |
|                      |        | SWAT 1280                       | Temporary       | 5/24/2020  | 6/20/2020 |             |
|                      |        | Juvenile Outreach and Diversion | Primary         | 9/15/2019  | 7/18/2020 |             |
|                      |        | SWAT 1280                       | Temporary       | 7/19/2020  | 8/15/2020 |             |
|                      |        | SWAT 1280                       | Temporary       | 10/11/2020 | 11/7/2020 |             |
|                      |        | Pct 3 Daywatch                  | Primary         | 7/19/2020  | 1/2/2021  |             |
|                      |        | SWAT 1280                       | Temporary       | 2/28/2021  | 3/27/2021 |             |
|                      |        | SWAT 1280                       | Temporary       | 3/28/2021  | 5/22/2021 |             |
|                      |        | SWAT 1280                       | Temporary       | 5/23/2021  | 6/19/2021 |             |
|                      |        | SWAT 1280                       | Temporary       | 8/15/2021  | 9/11/2021 |             |
|                      |        | Pct 3 Dogwatch                  | Primary         | 1/3/2021   | 1/1/2022  |             |
| <a href="#">Edit</a> |        | SWAT 1280                       | Temporary       | 1/30/2022  | 2/26/2022 |             |
| <a href="#">Edit</a> |        | SWAT Response                   | Secondary       | 9/15/2019  |           |             |
| <a href="#">Edit</a> |        | Pct 4 Daywatch                  | Primary         | 1/2/2022   |           |             |



# HIRE/PERSONNEL ACTION FORM



## Employee Information

**Employee:** Hanneman, Mark T  
**Address 1:** [REDACTED]  
**Address 2:** [REDACTED]  
**City:** 13.43 - Personnel Data      **State:** [REDACTED]      **Zip:** [REDACTED]  
**Phone:** [REDACTED]  
**Gender:** [REDACTED]      **Ethnicity:** [REDACTED]

## Hire Information

**Person ID:** 23149808  
**Job Class #:** 08170C      **Job Class:** Police Officer-C  
**Hire Date:** 08/10/15      **Pay Rate:** \$28.31  
**Department:** Police Department  
**Location Code:** Police  
**Hire Req. #:** 2014-00009      **Job Term:** Full-time  
**Comments:**

## Additional Information

**Action/Action Reason:** Hire, New Hire - Regular  
**Salary Step:** 2  
**Earnings Distribution % - 1:** 100  
**Earnings Distribution % - 2:**  
**Combo Code - 1:** 001004004320--  
**Combo Code - 2:**  
**Probationary Date:**  
**Expected End Date:**

Printed on August 11, 2015

08/10/2015

on the back of this form.

|  |           |   |                |  |                      |                              |                       |
|--|-----------|---|----------------|--|----------------------|------------------------------|-----------------------|
| <b>PERSONAL INFORMATION</b>  |           | PATH: Workforce Administration/Personal I.  |                | ation/Biographical/Add a Person  |                      |                              |                       |
| First Name<br>Mark   |           | Middle Name<br>Thomas   |                | Last Name<br>Hanneman  |                      |                              |                       |
| Date of Birth<br>13.43 - Personnel Data  |           | Gender  |                | Marital Status   |                      |                              |                       |
| Social Security Number<br>13.355 - SSN   |           | Filed By<br>CMM   |                | Date<br>9-25-15  |                      |                              |                       |
| Apartment Number   |           | Street Address<br>13.43 - Personnel Data  |                | City   |                      |                              |                       |
| State  |           | Zip Code  |                | Phones (Include Area Code)   |                      |                              |                       |
| <b>13.43 - Personnel Data</b>  |           |   |                |  |                      |                              |                       |
| Race/Ethnic Group  |           |   |                | Veteran<br><input checked="" type="checkbox"/> No<br><input type="checkbox"/> Yes                            |                      |                              |                       |
| <b>13.43 - Personnel Data</b>  |           |   |                | I-9 Verification<br>13.43 - Personnel Data   |                      |                              |                       |
| Disabled<br><b>13.43</b>   |           |   |                |  |                      |                              |                       |
| <b>JOB INFORMATION</b>   |           |   |                |  |                      |                              |                       |
| PATH: Organizational Relationships Tab/Add Job Data  |           |   |                |  |                      |                              |                       |
| Employee ID<br>0022654   |           | Is this a Permanent Hire?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |                | If temporary, indicate expected Job end date:  |                      |                              |                       |
| Position Number:   |           | Department Code   |                | Location Code  |                      |                              |                       |
| Establishment ID<br>MPL  |           | Job Code  |                | Job Title  |                      |                              |                       |
| Supervisor ID (if not using a position):   |           | Regular/Temporary/Seasonal Status<br><input type="checkbox"/> ACA Seasonal <input type="checkbox"/> Regular (Permanent) <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal        |                |  |                      |                              |                       |
| Hours Status<br><input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Intermittent  |           | Office Code<br><input type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn (Fire & Police only)   |                |  |                      |                              |                       |
| Employment Class<br><input type="checkbox"/> Certified (Civil Service)<br><input type="checkbox"/> Uncertified Other<br><input type="checkbox"/> Outside Trades  |           | Appointed<br><input type="checkbox"/> Charter Department Head<br><input type="checkbox"/> Elected<br><input type="checkbox"/> Ancillary   |                | Requires SEI (Statement of Economic Interest)<br><input type="checkbox"/> No<br><input type="checkbox"/> Yes |                      |                              |                       |
| Standard Hours/Week  |           | FICA Status<br><input type="checkbox"/> Exempt<br><input type="checkbox"/> Medicare Only<br><input type="checkbox"/> Subject  |                | Union Code   |                      |                              |                       |
| Classified Indicator<br><input type="checkbox"/> Casual (Outside Trades)<br><input type="checkbox"/> Grant Employee<br><input type="checkbox"/> Permit<br><input type="checkbox"/> Political Appointment |           | <input type="checkbox"/> Classified (City and Park)<br><input type="checkbox"/> Legislative Appointment<br><input type="checkbox"/> Temporary (Non-Permit)<br><input type="checkbox"/> Unclassified |                |  |                      |                              |                       |
| Pay Group  |           | Salary Plan   |                | Salary Grade   |                      |                              |                       |
| Salary Step  |           | Compensation Rate<br>\$   |                |  |                      |                              |                       |
| <b>JOB EARNINGS DISTRIBUTION</b>   |           |   |                |  |                      |                              |                       |
| Percent  | Earn Code | Fund (5)  | Department (7) | Task (8)   | Project (15 or Less) | Combo Code (35 or Less)      | Activity (15 or Less) |
|  | REG       |   |                |  |                      |                              |                       |
|  | REG       |   |                |  |                      |                              |                       |
|  | REG       |   |                |  |                      |                              |                       |
| Length of Probation (Remember to check the Labor Agreement or Civil Service Rules)   |           |   |                |  |                      |                              |                       |
| <input type="checkbox"/> None <input type="checkbox"/> 3 Month <input type="checkbox"/> 6 Month <input type="checkbox"/> 12 Month <input type="checkbox"/> Other   |           |   |                |  |                      |                              |                       |
| Tax Withholding (From W-4)   |           | Fed Status  |                | Fed Withholding Allowances   |                      | State Status                 |                       |
|  |           |   |                |  |                      | State Withholding Allowances |                       |
| <b>13.43 - Personnel Data</b>  |           |   |                |  |                      |                              |                       |
| Approved by:<br><i>Hanneman</i>  |           | Date<br>7-27-15   |                | Entered in HRIS By   |                      | Date                         |                       |

Last Updated: December 29, 2014

|                |       |      |       |     |  |
|----------------|-------|------|-------|-----|--|
| Street Address | Apt # | City | State | Zip |  |
|----------------|-------|------|-------|-----|--|

**ADDITIONAL OR FORMER NAME (Optional)**

Panel: Workforce Administration/Personal Information/Biographical/Additional Names

Name Type (such as "Preferred" "Maiden" "Former" "Legal" etc.)

Name Part:

- 
- Full
- 
- 
- Last
- 
- 
- First

Name

**EMERGENCY CONTACT – PRIMARY**

Panel: Workforce Administration/Personal Information/Personal Relationships/Emergency Contact

# 13.43 - Personnel Data

**DRIVER'S LICENSE INFORMATION**

Panel: Workforce Administration/ Personal Information/ Biographical/Driver's License Data

# 13.43 - Personnel Data

|                    |               |        |
|--------------------|---------------|--------|
| ENTERED IN HRIS BY | DATE ENTERED: | PHONE: |
|--------------------|---------------|--------|

Distribution: Original: Department Personnel File

Copy: Employee

\*Indicates required info

City of Minneapolis Human Resources Department  
 250 South 4th Street, Room 100  
 Minneapolis, MN 55415-1339

Filed By AMC  
 Date 10/10/10

## Employee Job Change Form

|                                  |   |   |                               |
|----------------------------------|---|---|-------------------------------|
| *Employee ID Number:             | 002654  | *Employee Name:                           | Hanneman, Mark T.             |
| *Effective date of Action:       | 08/07/16  | *Action/Reasons:                          | Pay Rate Change Step Increase |
| *Are these changes permanent?    | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | If temporary, indicate expected end date: |                               |
| *Is this a Detail?               | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |   |                               |
| *Is this a Concurrent Job?       | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |   |                               |
| *Dept Code:                      | POLICE DEPARTMENT - 4000000   | *Location Code:                           | C4000                         |
|                                  |   | *Company Code:                            | MPL (City and MBC)            |
| *Job Code/Job Title:             | 08170C Police Officer-C   |   |                               |
| Position Number (if applicable): | 00000904  |   |                               |

|   |   |
|---|---|
| REGULAR/TEMPORARY/SEASONAL STATUS                             | HOURS STATUS  |
| Regular   | <input checked="" type="checkbox"/> Full-Time                           |
|   | <input type="checkbox"/> Part-Time (enter hours per week):              |
|   | <input type="checkbox"/> Intermittent (enter approximate hrs per week): |
| EMPLOYEE CLASS  | CLASSIFIED INDICATOR  |
| Certified   | Classified (City)   |
| PAY GROUP (if Detail use positive pay group for all records): | STANDARD HOURS PER WEEK (use 0 for details or intermittent):            |
| PDP Police Dept Positive Employee                             | 40  |

| Salary Adm Plan | Salary Grade | Current Step | New Step | Current Base Rate | New Base Rate |
|-----------------|--------------|--------------|----------|-------------------|---------------|
| CPO             | 01           | 2            | 3        | 28,318            | 29,734        |

| JOB EARNINGS DISTRIBUTION (Combo Code) |           |       |            |                  |         |          |
|--|-----------|-------|------------|------------------|---------|----------|
| Percent                                | Earn Code | Fund  | Department | Task             | Project | Activity |
| 100                                    | REG       | 00100 | 4002400    | -                | -       | -        |
|  | REG       |       |            | -                | -       | -        |
|  | REG       |       |            | -                | -       | -        |
|  |           |       |            | Hired 08/10/2015 |         |          |

|                               |                                   |                                   |                                    |                                |                    |                  |
|-------------------------------|-----------------------------------|-----------------------------------|------------------------------------|--------------------------------|--------------------|------------------|
| PROBATION                     |                                   |                                   |                                    |                                | PROBATION END DATE | DATE LAST WORKED |
| <input type="checkbox"/> None | <input type="checkbox"/> 3 Months | <input type="checkbox"/> 6 months | <input type="checkbox"/> 12 months | <input type="checkbox"/> Other |                    |                  |

|            |                |  |   |
|------------|----------------|--|---|
| Union Code | New Union Code | Officer Code   | FICA Status   |
|            |                | <input type="checkbox"/> Non-Sworn <input checked="" type="checkbox"/> Sworn <input type="checkbox"/> Exempt | <input type="checkbox"/> Medicare Only <input type="checkbox"/> Subject |

|   |  |
|---|--|
| Requires SEI (Statement of Economic Interest) | <input type="checkbox"/> No <input type="checkbox"/> Yes |
|---|--|

|  |                     |
|--|---------------------|
| *Submitted By (type or print name below)                               | *Date - enter below |
| *Approved By (Signature of authorized department representative below) | *Date - enter below |
| *If Transfer (Signature of accepting department representative below)  | *Date - enter below |
| *If Transfer or Voluntary Demotion (Employee Signature below)          | *Date - enter below |
| *Entered into HRIS by (HRIS Representative Signature below)            | *Date - enter below |
| <u>Lisa Brown</u>  | <u>8/12/2010</u>    |

## Employee Job Change Form

|                               |  |                             |                               |
|-------------------------------|--|-----------------------------|-------------------------------|
| *Employee ID Number:          | 002654   | *Employee Name:             | Mark Hanneman                 |
| *Effective date of Action:    | 08/06/17   | *Action/Reasons:            | Pay Rate Change Step Increase |
| *Are these changes permanent? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If temporary,               |                               |
| *Is this a Detail?            | <input type="checkbox"/> Yes <input type="checkbox"/> No | indicate expected end date: | Ann Date 8/10/201x            |
| *Is this a Concurrent Job?    | <input type="checkbox"/> Yes <input type="checkbox"/> No |                             |                               |
| *Dept Code:                   | POLICE DEPARTMENT - 4000000                              | Location Code:              |                               |
|                               |  | Company Code:               |                               |

|                                  |                         |
|----------------------------------|-------------------------|
| *Job Code/Job Title:             | 08170C Police Officer-C |
| Position Number (if applicable): |                         |

| REGULAR/TEMPORARY/SEASONAL STATUS | HOURS STATUS  |
|-----------------------------------|---|
| Regular                           | <input checked="" type="checkbox"/> Full-Time                           |
|                                   | <input type="checkbox"/> Part-Time (enter hours per week):              |
|                                   | <input type="checkbox"/> Intermittent (enter approximate hrs per week): |

| EMPLOYEE CLASS  | CLASSIFIED INDICATOR   |
|---|--|
| Certified   | Classified (City)  |
| PAY GROUP (if Detail use positive pay group for all records): | STANDARD HOURS PER WEEK (use 0 for details or intermittent): |
| PDP Police Dept Positive Employee                             | 40   |

| Salary Plan | Salary Grade | Current Step | New Step | Current Base Rate | New Base Rate |
|-------------|--------------|--------------|----------|-------------------|---------------|
| CPO         | 01           | 3            | 4        | 32.672            | 34.306        |

| JOB EARNINGS DISTRIBUTION (Combo Code) |           |      |            |      |         |          |
|--|-----------|------|------------|------|---------|----------|
| Percent                                | Earn Code | Fund | Department | Task | Project | Activity |
|  | REG       |      |            |      |         |          |
|  | REG       |      |            |      |         |          |
|  | REG       |      |            |      |         |          |

| PROBATION                     |                                   |                                   |                                    |                                | PROBATION END DATE | DATE LAST WORKED |
|-------------------------------|-----------------------------------|-----------------------------------|------------------------------------|--------------------------------|--------------------|------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> 3 Months | <input type="checkbox"/> 6 months | <input type="checkbox"/> 12 months | <input type="checkbox"/> Other |                    |                  |

| Union Code | New Union Code | Officer Code  | FICA Status   |
|------------|----------------|---|---|
|            |                | <input type="checkbox"/> Non-Sworn <input type="checkbox"/> Sworn | <input type="checkbox"/> Exempt <input type="checkbox"/> Medicare Only <input type="checkbox"/> Subject |

Requires SEI (Statement of Economic Interest)  No  Yes

|  |                     |
|--|---------------------|
| *Submitted By (type or print name below)                               | *Date - enter below |
| *Approved By (Signature of authorized department representative below) | *Date - enter below |
| *If Transfer (Signature of accepting department representative below)  | *Date - enter below |
| *If Transfer or Voluntary Demotion (Employee Signature below)          | *Date - enter below |
| *Entered into HRIS by (HRIS Representative Signature below)            | *Date - enter below |

**ACKNOWLEDGMENT**

**OF**

**Special Order S13-047**

|          |         |
|----------|---------|
| Filed By | CM      |
| Date     | 9-25-15 |

**Regarding Non-Public Data**

By signing this Acknowledgment\* I certify that I have read Special Order S13-047 and reviewed the specific Policy and Procedures listed in the Order. I further acknowledge that I am required to protect data in accordance with state and federal law and MPD policy and that the failure to do so may subject me to criminal charges as well as discipline, up to and including discharge.

This Acknowledgment supplements my receipt of the electronic version of the MPD Policy and Procedure Manual.

EMPLOYEE NAME: Mark Thomas Hanneman  
(please print)

EMPLOYEE SIGNATURE Mark Hanneman Date: 07/23/2015

BADGE/IDENTIFICATION NUMBER: \_\_\_\_\_

SUPERVISOR'S NAME AND SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Employees must sign in front of their supervisors. Supervisors must collect the signed forms and deliver them to their respective Inspector, Commander or Director.

\* Returning a signed acknowledgment form to your supervisor is mandatory.

## Training Records

**Training History for:** Mark Hanneman

**Employee Id:** 002654

**Total Continued Education Credits:** 1329.0

**Total Instructor Credits:** 0.0

(Add training that are not associated with an existing Event/TimeSlot)

|                      |                        | Course  | Start Date | End Date   | Grade          | Continued Education Credits | Ins Cre |
|----------------------|------------------------|---|------------|------------|----------------|-----------------------------|---------|
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 Annual In-Service, Phase II, Multiple Dates                              | 10/25/2021 | 10/25/2021 | Not Applicable | 7.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 12-Unit Trng-Gas Team (Oct 20)                                | 10/20/2021 | 10/20/2021 | Not Applicable | 7.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 12-Alpha, Bravo, Charlie Squads Trng (Oct 19, 26 or Nov 02)   | 10/19/2021 | 10/19/2021 | Not Applicable | 7.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 09-Gas Team Trng (Jul 28)                                     | 7/28/2021  | 7/28/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 09-Alpha, Bravo, Charlie Squads Trng (Jul 27; Aug 03 or 10)   | 7/27/2021  | 7/27/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 08-Unit Trng (Jun 30)   | 6/30/2021  | 6/30/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 08-Alpha, Bravo, Charlie Squads Trng (Jun 29, Jul 06 or 13)   | 6/29/2021  | 6/29/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 Annual In-Service, Phase I, Use of Force, Multiple Dates                 | 6/9/2021   | 6/9/2021   | Not Applicable | 3.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 07-Unit Trng-Gas & Logistics Teams (Jun 02)                   | 6/2/2021   | 6/2/2021   | Not Applicable | 4.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 07-Alpha, Bravo Squads Trng (Jun 01, 08)                      | 6/1/2021   | 6/1/2021   | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 04-Unit Trng (Mar 10)   | 3/10/2021  | 3/10/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 04-Alpha, Bravo, Charlie Squads Trng (Mar 09, 16 or 23)       | 3/9/2021   | 3/9/2021   | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 03-Unit Trng-Gas & Logistics Teams (Feb 10)                   | 2/10/2021  | 2/10/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 03-Alpha, Bravo, Charlie Squads Trng (Feb 09, 16, or 23)      | 2/9/2021   | 2/9/2021   | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 Annual Semi-Automatic Handgun Qualification                              | 2/1/2021   | 2/1/2021   | PASS           | 1.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 02-Unit Trng-Gas Team (Jan 13)                                | 1/13/2021  | 1/13/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 02-Alpha, Bravo, Charlie Squads Trng (Jan 12, 19 or 26)       | 1/12/2021  | 1/12/2021  | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 Use of Force Policy Updates, December 2020                               | 12/18/2020 | 12/18/2020 | Not Applicable | 2.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2021 SWAT-Cycle 01-Alpha, Bravo, Charlie Squads Trng (Dec 08, 15 or 22, 2020) | 12/15/2020 | 12/15/2020 | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 SWAT-Cycle 13-Unit Trng-Gas Team (Nov 18)                                | 11/18/2020 | 11/18/2020 | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 SWAT-Cycle 13-Alpha, Bravo, Charlie Squads Trng (Nov 10, 17, 24)         | 11/17/2020 | 11/17/2020 | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 Mobile Field Force Training Program, October                             | 10/22/2020 | 10/22/2020 | Not Applicable | 7.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 SWAT-Cycle 12-Unit Trng-Gas Team (Oct 21)                                | 10/21/2020 | 10/21/2020 | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2020 SWAT-Cycle 12-Alpha, Bravo, Charlie Squads Trng (Oct 20, 27)             | 10/20/2020 | 10/20/2020 | Not Applicable | 6.00                        |         |
| <a href="#">Edit</a> | <a href="#">Delete</a> |   | 8/26/2020  | 8/26/2020  |                | 6.00                        |         |

|      |        |   |            |            |                |       |  |
|------|--------|---|------------|------------|----------------|-------|--|
|      |        | 2020 SWAT-Cycle 10-Unit Trng-Entry & Logistics Teams (Aug 26)                                   |            |            | Not Applicable |       |  |
| Edit | Delete | 2020 SWAT-Cycle 10-Alpha, Bravo, Charlie Squads Trng (Aug 18, 25, Sep 01)                       | 8/25/2020  | 8/25/2020  | Not Applicable | 6.00  |  |
| Edit | Delete | 2020 SWAT-Cycle 09-Unit Trng-Logistics Team (Jul 29)  | 7/29/2020  | 7/29/2020  | Not Applicable | 6.00  |  |
| Edit | Delete | 2020 SWAT-Cycle 09-Bravo Squad Trng (Jul 28)  | 7/28/2020  | 7/28/2020  | Not Applicable | 6.00  |  |
| Edit | Delete | 2020 SWAT-Cycle 09-1280 Warrant Team Trng (Jul 20)  | 7/20/2020  | 7/20/2020  | Not Applicable | 4.00  |  |
| Edit | Delete | 2020 SWAT-Cycle 08-Unit Training (Jul 1)  | 7/1/2020   | 7/1/2020   | Not Applicable | 6.00  |  |
| Edit | Delete | 2020 Taser 7 Re-Certification Training Program, Multiple Dates                                  | 4/22/2020  | 4/22/2020  | Not Applicable | 4.00  |  |
| Edit | Delete | 2020 SWAT-Cycle 02-Logistics Team Trng-Days 1 &/or 2 (Jan 28&29)                                | 1/28/2020  | 1/28/2020  | Not Applicable | 6.00  |  |
| Edit | Delete | 2020 Annual In-Service Training Program, Phase I, January - December, Multiple Dates            | 1/23/2020  | 1/23/2020  | Not Applicable | 7.00  |  |
| Edit | Delete | 2020 Annual In-Service Training Program, Phase I, January - December, Multiple Dates            | 1/22/2020  | 1/22/2020  | Not Applicable | 7.00  |  |
| Edit | Delete | 2020 Annual Semi-Automatic Handgun and Gas Mask Fit Testing, January - February, Multiple dates | 1/6/2020   | 1/6/2020   | PASS           | 1.00  |  |
| Edit | Delete | 2019 Basic SWAT School-Day 4 (7 hr) CQB   | 12/11/2019 | 12/11/2019 | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 13-Alpha, Bravo & Charlie Squads Trng (Nov 12, 19, 26)                          | 11/26/2019 | 11/26/2019 | Not Applicable | 5.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 13-Entry & Logistics Teams Trng (Nov 20)  | 11/20/2019 | 11/20/2019 | Not Applicable | 6.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase III, September - December 2019                   | 11/19/2019 | 11/19/2019 | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase III, September - December 2019                   | 11/18/2019 | 11/18/2019 | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 12-Alpha, Bravo & Charlie Squads Trng (Oct 15,22,29)                            | 10/29/2019 | 10/29/2019 | Not Applicable | 3.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 12-Logistics Team Trng (Oct 23)   | 10/23/2019 | 10/23/2019 | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Fall Annual-Op 100 (Sep 19)   | 9/19/2019  | 9/19/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Fall Annual-CQB; M4 Skill; TC3; Less Lethal; Range; Slow Search (Sep 17-18)           | 9/17/2019  | 9/18/2019  | Not Applicable | 12.00 |  |
| Edit | Delete | 2019 SWAT-Fall Annual-Range Trng (Sep 16)   | 9/16/2019  | 9/16/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Fall Annual-Entry/Logistics Trng (Sep 15)   | 9/15/2019  | 9/15/2019  | Not Applicable | 5.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 10-Alpha, Bravo & Charlie Squads Trng (Aug 20, 27 or Sep 03)                    | 9/3/2019   | 9/3/2019   | Not Applicable | 6.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 10-Logistics Team Trng (Aug 28)   | 8/28/2019  | 8/28/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)                          | 8/13/2019  | 8/13/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)                          | 8/12/2019  | 8/12/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 EVOG Training Program, Multiple Dates  | 8/8/2019   | 8/8/2019   | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 09-Alpha, Bravo & Charlie Squads Trng (Jul 23; 30 or Aug 06)                    | 8/6/2019   | 8/6/2019   | Not Applicable | 6.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 09-Entry, Gas & Logistics Teams Trng (Jul 31)                                   | 7/31/2019  | 7/31/2019  | Not Applicable | 5.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 08-Logistics Team Trng (Jul 10)   | 7/10/2019  | 7/10/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 SWAT-Cycle 08-Alpha, Bravo, Charlie, Delta Squads Trng (Jun 25; Jul 02, 09, 16)            | 7/2/2019   | 7/2/2019   | Not Applicable | 7.00  |  |
| Edit | Delete |   | 3/13/2019  | 3/13/2019  |                | 3.00  |  |

|                      |                        |  |            |            |                |       |
|----------------------|------------------------|--|------------|------------|----------------|-------|
|                      |                        | 2019 Final Four Mandatory Orientation Session, March 11, 12, 13, 14, 2019                            |            |            | Not Applicable |       |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2019 Annual In-Service Training Program, Phase I, January - March 2019                               | 2/21/2019  | 2/21/2019  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2019 Annual In-Service Training Program, Phase I, January - March 2019                               | 2/20/2019  | 2/20/2019  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2019 Semi-Automatic Handgun Qualification ONLY, (Jan-Dec) multiple dates                             | 1/30/2019  | 1/30/2019  | PASS           | 1.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2019 Semi-Automatic Handgun Qualification ONLY, (Jan-Dec) multiple dates                             | 1/29/2019  | 1/29/2019  | PASS           | 1.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2019 Semi-Automatic Handgun Qualification and Gas Mask Fit Testing, January - February 2019, Multipl | 1/17/2019  | 1/17/2019  | PASS           | 1.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 TASER Re-Certification Training Program, December, Multiple Dates                               | 12/20/2018 | 12/20/2018 | Not Applicable | 4.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 FTO Training Program November 12-16, 2018   | 11/12/2018 | 11/16/2018 | Not Applicable | 35.00 |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Annual In-Service Training Program, Multiple Dates  | 11/1/2018  | 11/1/2018  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Annual In-Service Training Program, Multiple Dates  | 10/31/2018 | 10/31/2018 | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Shotgun and CIT Training Program, GROUP B, Multiple dates                                       | 8/28/2018  | 8/28/2018  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 NARCAN and Procedural Justice Refresher, GROUP A, SWORN, Multiple Dates                         | 8/23/2018  | 8/23/2018  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 M4 Rifle School (Aug 13-17)   | 8/13/2018  | 8/17/2018  | Not Applicable | 32.00 |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 09-Alpha, Bravo, Charlie Delta Squads Trng (Jul 24, 30, 31; Aug 7)                   | 7/24/2018  | 7/24/2018  | Not Applicable | 8.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 08-Alpha, Bravo, Charlie & Delta Squads Trng (Jun 26; Jul 03, 10, 17)                | 7/17/2018  | 7/17/2018  | Not Applicable | 8.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 08-Entry Team Trng (Jul 11)  | 7/11/2018  | 7/11/2018  | Not Applicable | 8.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 07-Alpha, Bravo, Charlie & Delta Squads Trng (May 29; Jun 5, 12, 19)                 | 6/12/2018  | 6/12/2018  | Not Applicable | 8.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 07-Unit Trng-Day 1-Rifle Team (Jun 6)  | 6/6/2018   | 6/6/2018   | Not Applicable | 9.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Gas School/Chemical Munitions Cert (May 7-9)   | 5/9/2018   | 5/9/2018   | Not Applicable | 5.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Cycle 06-Alpha, Bravo, Charlie & Delta Squads Trng (May 01, 08, 15, 22)                    | 5/8/2018   | 5/8/2018   | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Firearms Instructor Certification and Qualification Training Program (Apr 24 or May 02)         | 5/2/2018   | 5/2/2018   | Not Assigned   | 9.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Search/Movement/TeamSkills/BearTruck/Comms/Planning/CQB & Wt (Apr 26)    | 4/26/2018  | 4/26/2018  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Search/Movement/TeamSkills/BearTruck/Comms/Planning/CQB & Wt (Apr 25)    | 4/25/2018  | 4/25/2018  | Not Applicable | 9.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Breaching Tactics (Apr 24)   | 4/24/2018  | 4/24/2018  | Not Applicable | 2.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Firearms Trng (Apr 24)   | 4/24/2018  | 4/24/2018  | Not Applicable | 8.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Searching, Movement, Team Skills Prep (Apr 24)                           | 4/24/2018  | 4/24/2018  | Not Applicable | 3.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-Basic Weapons Handling Prep (Apr 23)                                     | 4/23/2018  | 4/23/2018  | Not Applicable | 4.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 SWAT-Basic SWAT School-FSDD/Gas Mask/Chemical Munitions/Less Lethal/CART Certification (Apr 23) | 4/23/2018  | 4/23/2018  | Not Applicable | 9.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1                 | 4/11/2018  | 4/12/2018  | Not Applicable | 7.00  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1                 | 4/10/2018  | 4/11/2018  | Not Applicable | 7.00  |

|                      |                        |  |            |            |                |        |  |
|----------------------|------------------------|--|------------|------------|----------------|--------|--|
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1         | 4/9/2018   | 4/10/2018  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Super Bowl LII, Law Enforcement Officer Orientation, January 09, 2018                   | 1/9/2018   | 1/9/2018   | Not Applicable | 6.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2018 Annual Handgun Qualification and Gas Mask Fit Testing, January 2 - 19, 2018             | 1/2/2018   | 1/2/2018   | PASS           | 1.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Stadium Exercise, December 8, 2017, 1330-1800 hours                                     | 12/8/2017  | 12/8/2017  | Not Applicable | 5.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/8/2017  | 12/8/2017  | Not Assigned   | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/7/2017  | 12/7/2017  | Not Assigned   | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/6/2017  | 12/6/2017  | Not Assigned   | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/5/2017  | 12/5/2017  | Not Assigned   | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/4/2017  | 12/4/2017  | Not Assigned   | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 TASER Re-Certification for Select MPD Personnel, May 2 or 3, 2017                       | 5/2/2017   | 5/2/2017   | Not Applicable | 4.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 In-Service Training Program, Active Shooter, Super Bowl, Phase II, for Patrol           | 3/9/2017   | 3/9/2017   | Not Applicable | 10.00  |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 In-Service Program, Super Bowl, Phase I, PATROL, 10 hours                               | 2/22/2017  | 2/22/2017  | Not Applicable | 10.00  |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2017 Annual Semi-Automatic Handgun, Shotgun Qualification and Gas Mask Fit Testing, Jan- Feb | 1/9/2017   | 1/9/2017   | PASS           | 1.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Procedural Justice, Module 3, October - December, various dates                         | 11/7/2016  | 11/8/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Shotgun and Defensive Tactics In-Service Training Program, September, various dates     | 9/26/2016  | 9/26/2016  | Not Applicable | 8.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 CIT Training Program, August 22-26, 2016  | 8/26/2016  | 8/26/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 CIT Training Program, August 22-26, 2016  | 8/25/2016  | 8/25/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 CIT Training Program, August 22-26, 2016  | 8/24/2016  | 8/24/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 CIT Training Program, August 22-26, 2016  | 8/23/2016  | 8/23/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 CIT Training Program, August 22-26, 2016  | 8/22/2016  | 8/22/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Body Worn Camera Patrol Training Program, Various Dates                                 | 7/18/2016  | 7/19/2016  | Not Applicable | 2.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Procedural Justice, Module 2, Various dates, May - July, 2016                           | 7/12/2016  | 7/12/2016  | Not Applicable | 8.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Procedural Justice, Module 1  | 2/11/2016  | 2/11/2016  | Not Applicable | 7.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2016 Annual Semi-Automatic Handgun Qualification only  | 1/13/2016  | 1/13/2016  | PASS           | 1.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 NARK II-Progressive System of Drug Identification Basic Skills Course                   | 11/23/2015 | 11/23/2015 | Not Applicable | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 Taser X2/X26 Conducted Electrical Weapon User Certification (Nov 16)                    | 11/16/2015 | 11/16/2015 | PASS           | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 FEMA: IS-00800.b National Response Framework - An Introduction                          | 11/15/2015 | 11/15/2015 | PASS           | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 Drugs That Impair Driving (DTID) (Sep 30)   | 9/30/2015  | 9/30/2015  | Not Applicable | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 Standardized Field Sobriety Testing (SFST) (Sep 28-29)                                  | 9/28/2015  | 9/29/2015  | Not Applicable | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2015 Academy-Recruit Class (#1)  | 8/9/2015   | 12/17/2015 | Not Applicable | 620.00 |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2010 FEMA IS-00200.a ICS for Single Resources and Initial Action Incidents                   | 9/12/2010  | 9/12/2010  | PASS           | 0.00   |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2010 FEMA IS-00700.a NIMS-An Introduction  | 9/12/2010  | 9/12/2010  | PASS           | 0.00   |  |

|                      |                        |  |           |           |      |      |  |
|----------------------|------------------------|--|-----------|-----------|------|------|--|
|                      |                        |  |           |           |      |      |  |
| <a href="#">Edit</a> | <a href="#">Delete</a> | 2010 FEMA IS-00100LE.a Introduction to Incident Command System ICS-100 for Law Enforcement | 9/11/2010 | 9/11/2010 | PASS | 0.00 |  |

Accelerated Vacation Accrual Worksheet for New Hires

|                      |
|----------------------|
| Filed By: <b>CM</b>  |
| Date: <b>9-25-15</b> |

|   |
|---|
| Candidate's Name: Mark Hanneman                 |
| Position to be filled: Police Officer (Recruit) |
| Hiring Authority: D.C. Travis Glampe            |
| Department: Police Department                   |
| City hire date: 8-10-2015                       |

| Former Employer       | Job Title      | Years of Relevant Experience |
|-----------------------|----------------|------------------------------|
| 1. Hutchinson (small) | Police Officer | 5 years                      |
| 2.                    |                |                              |
| 3.                    |                |                              |
| 4.                    |                |                              |
| 5.                    |                |                              |
| <b>TOTAL</b>          |                | <b>5</b>                     |

**Note:** The above information will be used to assist in negotiating the overall determination of awarding accelerated vacation accrual for new hires to the City of Minneapolis.

At the discretion of the Appointing Authority, as defined under the Minneapolis City Charter, and in the process of negotiating the compensation package for the initial hire of new employees, new hires may be granted additional vacation accrual rate credit based on documented relevant work experience as determined by the Human Resources Department. Credit may be granted on a year-for-year ratio up to a maximum of twenty-one (21) days of vacation per year.

Please refer to collective bargaining agreements and/or Civil Service Rules to determine if the position for which the person is hired qualifies for accelerated vacation accrual.  
<http://citytalk/labor-agreements/>

| Employee's Credited Continuous Service | Working Days' Vacation per Year |
|--|---------------------------------|
| 1 - 4                                  | 12 days                         |
| 5 - 7                                  | 15 days                         |
| 8 - 9                                  | 16 days                         |
| 10 - 15                                | 18 days                         |
| 16 - 17                                | 21 days                         |

|  |                     |
|--|---------------------|
| Hiring Authority:  | Date:               |
| HR Generalist: <i>Stephany Jones</i>   | Date: <i>8/1/15</i> |
| Final Approval: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied |                     |

Cc: Steve Anderson, Human Resources  
 HRIS representative  
 Employee Personnel File

**Police Department**

Janeé L. Harteau  
Chief of Police

350 South 5th Street - Room 130  
Minneapolis, MN 55415-1389

612 673-2735  
TTY 612 673-2157

July 22, 2015

Mark Hanneman

**13.43 - Personnel Data**

Dear Mark,

Congratulations! I am pleased to extend a final job offer to you, for the position of Police Officer with the Minneapolis Police Department. You have passed all of the requirements necessary for entrance into our Police Academy.

**Salary:** You will begin at Step 2 on our salary schedule, which is \$28.31 per hour. There are six steps in our salary schedule with step increases occurring annually on your employment anniversary, assuming a satisfactory performance review. City employees are paid bi-weekly. You will receive your first full paycheck on September 4, 2015.

**Probation:** Your probationary period will end upon having serviced 12 months as a sworn Police Officer with MPD. The primary objectives of a probationary period are training and evaluation of your job performance. You shall also receive informal review and feedback of your performance.

**Vacation:** Vacation time is determined on the basis of continuous years of service. Based on the collective bargaining agreement and your prior years of sworn experience, you are eligible for 15 days of vacation your first year. Vacation leave balances can be carried over from year-to-year up to a maximum of 400 hours. You will be eligible to use accrued vacation after 6 months of service.

**Sick Leave:** Full time employees earn up to twelve (12) days of sick leave per year. Sick leave balances can be carried over from year-to-year. You may begin to use sick leave immediately.

**Union:** Your job classification is represented by the **Police Officers Federation**. Their main number is 612-788-8484. You can review your contract at [www.minneapolismn.gov/hr/laboragreements](http://www.minneapolismn.gov/hr/laboragreements).

**Healthcare:** You will be eligible for benefits and City paid contributions towards the cost of medical, dental, and life insurance plans effective **November 1, 2015**. Please visit [www.ci.minneapolis.mn.us/benefits](http://www.ci.minneapolis.mn.us/benefits) for more detailed plan information. You may also contact our Benefit Division at 612-673-3333 for assistance with your benefit questions.



Filed By CM  
Date 9-25-15

bring your Physical Training (PT) gear. Your first Academy PT test will be given that afternoon. Please also bring either your checkbook or a debit card.

Human Resources Representatives will be in attendance on your first day to provide you with helpful information, to answer questions, and to complete the remainder of your employee paperwork.

**I-9 Requirements Prior to Start Date:**

Identity verification and employment eligibility to work in the United States is now processed through Equifax with E-Verify. This is a paperless process in which you will complete section 1 of the I-9 form online, prior to your first day:

- Log onto [www.newi9.com](http://www.newi9.com) to complete section 1 of the I-9 Form
- User employer code **11468**
- You will see a link for instructions once you have signed in

**Please note that you are also required to present the original documents to prove your identity and authorization to work in the United States on your first day of employment.**

**Academy:** The Police Academy is 17 full weeks of training. Except for the first day, your hours during the Recruit Academy will be Monday through Friday from 0730 – 1600 hours.

**Uniforms and Equipment:** See enclosed equipment document.

**Contacts:** If you have questions or concerns, feel free to call either of the following:

- Sergeant Steve Bantle (612) 673-3818
- Heather Rende, Human Resources Associate (612) 673-3476

We look forward to seeing you on your first day with the Minneapolis Police Department.

Sincerely,



Travis Glampe  
Deputy Chief  
Office of Professional Standards  
Minneapolis Police Department

Enclosure: Required Equipment for Minneapolis Police Recruits

Cc: Employee Personnel file  
Department HRIS Administrator

I, Mark Hanneman accept the job offer of Police Officer as outlined in this letter.

  
Signature

07/23/2015  
Date

Employee Acknowledgement

Filed By CM  
Date 9-25-15

I have received an electronic or paper copy of,  
or reviewed the CityTalk version of

the revised City's Electronic Communication Policy

approved by the Council on September 2, 2005

and effective September 10, 2005.

I understand that I am accountable for knowing and abiding by the Electronic Communication Policy and that I will be held accountable for abiding by this policy and its procedures. I understand how to access the online version of the Electronic Communication Policy in the CityTalk Policy Library.\*

*(\*If you do not understand how to access the online Policy Library, see your immediate supervisor for training until you are able to successfully access the Library.)*

I understand that this receipt is filed with my personnel records

Signature Mark Hammer

Date 07/23/2015

### Rank History

Close

Rank History for: Mark Hamonchin

Employee ID Number: 002654

Add Rank

| Edit | Delete | Rank           | Start Date | EndDate | Adjusted Days | Seniority Start Date | Hiring Year | Hiring Order | Reason |
|------|--------|----------------|------------|---------|---------------|----------------------|-------------|--------------|--------|
| Ess  | Delete | Police Officer | 8/10/2015  |         | 0             | 8/10/2015            | 2015        |              | None   |

Unit Assignment History

Close Add Historical Assignment

Assignment(s) for: Mark Romanien  
Employee ID Number: 002654

| Edit | Delete | Unit Assignment                | Assignment Type | StartDate  | EndDate    | Name Change |
|------|--------|--------------------------------|-----------------|------------|------------|-------------|
|      |        | Pvt 3 Daywatch                 | Temporary       | 12/13/2015 | 3/5/2016   |             |
|      |        | Pvt 3 Midweek                  | Temporary       | 2/2/2016   | 3/5/2016   |             |
|      |        | Academy                        | Primary         | 8/10/2015  | 6/11/2016  |             |
|      |        | Pvt 4 Daywatch                 | Temporary       | 5/6/2016   | 6/11/2016  |             |
|      |        | Pvt 4 Midweek                  | Primary         | 6/12/2016  | 1/7/2017   |             |
|      |        | SB Experience/Back Sustain     | Temporary       | 1/26/2018  | 2/4/2018   |             |
|      |        | Pvt 4 Daywatch                 | Primary         | 1/3/2017   | 1/3/2018   |             |
|      |        | Pvt 4 Midweek                  | Primary         | 1/4/2018   | 2/14/2019  |             |
|      |        | SWAT 1200                      | Temporary       | 5/24/2020  | 6/26/2020  |             |
|      |        | Benefits Outreach and Diversio | Primary         | 6/15/2019  | 7/18/2020  |             |
|      |        | SWAT 1200                      | Temporary       | 11/18/2020 | 11/19/2020 |             |
|      |        | SWAT 1200                      | Temporary       | 08/11/2020 | 11/22/2020 |             |
|      |        | Pvt 3 Daywatch                 | Primary         | 7/15/2020  | 1/22/2021  |             |
| SB   |        | SWAT Response                  | Secondary       | 3/15/2019  |            |             |
| SB   |        | Pvt 3 Daywatch                 | Primary         | 1/3/2021   |            |             |

|   |   |   |
|---|---|---|
| 3. Employer Name:<br>City of Minneapolis  | 4. Employer Identification Number (EIN)<br>41-6005375 | Filed By <u>CM</u><br>Date <u>9-25-15</u>       |
| 5. Employer Address<br>350 South 5th Street   | 6. Employer Phone Number<br>612-673-3333              |   |
| 7. City<br>Minneapolis  | 8. State<br>MN  | 9. ZIP Code<br>55415                            |
| 10. Who can we contact about employee health coverage at this job?<br>Human Resources Benefits Consultant |   |   |
| 11. Phone Number (if different from above)<br>612-673-3333  |   | 12. Email Address<br>Benefits@minneapolismn.gov |

Here is some basic information about health coverage offered by the City of Minneapolis:

- As your employer, the City offers a health plan to certain employees. Eligible employees are employees who, at the time of hire, are regularly scheduled to work at least 30 hours per week or who average at least 30 hours of service per week during a 52 week measurement period.
- For 2015, the City's lowest cost plan for an individual (non-wellness rate) has a monthly premium of \$66.00.
- With respect to dependents, the City offers coverage. Eligible dependents include the eligible employee's spouse, the eligible employee's child, and any other person who qualifies as a dependent of the employee for the purposes of Sections 105 and 106 of the Internal Revenue Code of 1986, as amended from time to time, as clarified in Revenue Procedure 2008-48.
- The City's coverage is designed to meet the minimum value standard, and the cost of this coverage to you is intended to be affordable, based on employee wages.
- Even though the City intends your coverage to be affordable, you may still be eligible for a premium discount through the Marketplace. The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount.
- If you purchase a health plan through the Marketplace instead of accepting health coverage offered by the City, then you will lose the City's contribution to the City's health coverage. Also, this City contribution—as well as your employee contribution to the City's health coverage—is excluded from income for Federal and State income tax purposes. Your payments for health coverage through the Marketplace are made on an after-tax basis.

The Marketplace can help you evaluate your health coverage options, including your eligibility for health coverage through the Marketplace and its cost. For more information, including an online application for health coverage, please call 1-855-366-7873 or visit <http://www.mnsure.com/> if you are a Minnesota resident or, <https://www.healthcare.gov/> if you live in any other state for a Health Insurance Marketplace in your area.

I acknowledge receipt of this health insurance Marketplace notice.

Signature: *M. H. Hansen*

Date: 07/23/2015

Return the original, signed form to your supervisor and keep a copy for your records.

## **PART A: General Information**

Key parts of the health care law took effect in 2014 which resulted in a new way to buy health insurance: the Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the new Marketplace and employment-based health coverage offered by the City of Minneapolis.

### **What is the Health Insurance Marketplace?**

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. Open enrollment for health coverage through the Marketplace begins in October each year for coverage starting January 1st of the following year.

### **Can I Save Money on my Health Insurance Premiums in the Marketplace?**

You may qualify to save money and lower your monthly premium, but only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards. Your eligibility for premium savings depends on your household income.

### **Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?**

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost-sharing, if your employer does not offer health coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.5% of your household income for the year, or if the health coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit.

**Note:** If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you will lose your employer's contribution (if any) to the employer's health coverage. Also, this employer contribution—as well as your employee contribution to employer-offered coverage—is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

### **How Can I Get More Information?**

For more information about the City's health coverage, please check your summary plan description or contact City of Minneapolis, Human Resources/Benefits, 250 South 4<sup>th</sup> Street, Room 100, Minneapolis, MN 55415-1339, calling 612-673-3333 or emailing [Benefits@minneapolismn.gov](mailto:Benefits@minneapolismn.gov).

The Marketplace can help you evaluate your health coverage options, including your eligibility for health coverage through the Marketplace and its cost. For more information, including an online application for health coverage, please call 1-855-366-7873 or visit <http://www.mnsure.com/> if you are a Minnesota resident or, <https://www.healthcare.gov/> if you live in any other state for a Health Insurance Marketplace in your area.

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\* An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs. (NOTE: The City's health plan is offered to employees working 30 or more hours a week and is designed to meet the Affordable Care Act's "minimum value" standard. The City's lowest cost non-wellness program plan for an individual has a monthly premium rate is \$66.00)

EDUCATION HISTORY

FILED BY K K NOV 30 2018

28. In chronological order, list all colleges and high schools you have attended, beginning with your most recent. Note: Provide a Copy of an official transcript from all colleges and high schools attended.

A. Alexandria Technical College LE Transition Online Yes  
(school) (degree/major) (graduated? Yes/No)

02/2008 07/2009  
(from: month/year) (to: month/year)

1601 Jefferson Street (888) 234-1222  
(address) (phone)

Alexandria Douglas MN 56308  
(city) (county) (state) (zip)

B. South Dakota State University Sociology Yes  
(school) (degree/major) (graduated? Yes/No)

01/2006 05/2008  
(from: month/year) (to: month/year)

100 Administration Lane (800) 952-3541  
(address) (phone)

Brookings Brookings SD 57006  
(city) (county) (state) (zip)

C. University of Minnesota - Twin Cities Undeclared No  
(school) (degree/major) (graduated? Yes/No)

09/2005 12/2005  
(from: month/year) (to: month/year)

3 Merril Hall 100 Church Street SE (612) 625-5000  
(address) (phone)

Minneapolis Hennepin MN 55455  
(city) (county) (state) (zip)

EDUCATION HISTORY

(Continued)

D. Ridgewater College Undeclared No  
(school) (degree/major) (graduated? Yes/No)

08/2003 05/2005  
(from: month/year) (to: month/year)

2 century Avenue SE (320) 234-8500  
(address) (phone)

Hutchinson McLeod MN 55350  
(city) (county) (state) (zip)

E. Hutchinson High School N/A Yes  
(school) (degree/major) (graduated? Yes/No)

09/2001 06/2005  
(from: month/year) (to: month/year)

1200 Roberts Road SW (320) 587-2151  
(address) (phone)

Hutchinson McLeod MN 55350  
(city) (county) (state) (zip)

~~F. \_\_\_\_\_  
(school) (degree/major) (graduated? Yes/No)~~

~~\_\_\_\_\_ (from: month/year) (to: month/year)~~

~~\_\_\_\_\_ (address) (phone)~~

~~\_\_\_\_\_ (city) (county) (state) (zip)~~

G. \_\_\_\_\_  
(school) (degree/major) (graduated? Yes/No)

\_\_\_\_\_ (from: month/year) (to: month/year)

\_\_\_\_\_ (address) (phone)

\_\_\_\_\_ (city) (county) (state) (zip)

EDUCATION HISTORY

(Continued)

29. List any disciplinary action (behavior or academic) taken against you by college(s) and/or high school(s) you have attended. Include name of school, date(s), situation and provide a brief explanation.

13.43 - Personnel Data

30. List any awards or certificates you received in college or high school (include school, date(s), and award/certificate with a brief explanation):

13.43 - Personnel Data

EMPLOYMENT HISTORY

44. In chronological order, list all of your employers since you were 18 years old. **Begin with your present employer** (full time, part time, seasonal, etc.), **OMIT NONE**. Give correct and complete information. Indicate the full name under which you were employed if different than your present name. (Make photocopies if additional space is needed.)

A. City of Hutchinson (320) 587-5151  
 (present employer) (phone)

Sergeant Joseph Nagel (320) 587-2242 jnagel@ci.hutchinson.mn.us  
 (immediate supervisor) (phone) (e-mail address)

10 Franklin Street SW  
 (address)

Hutchinson McLeod MN 55350  
 (city) (county) (state) (zip)

02/2010 Present Police Officer  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving: **13.43 - Personnel Data**

| 1a. PERIOD OF UNEMPLOYMENT | From: | To: |
|----------------------------|-------|-----|
|                            |       |     |

B. City of Hutchinson (320) 587-5151  
 (employer) (phone)

Sergeant Eric Kilian (320) 587-2242 ekilian@ci.hutchinson.mn.us  
 (immediate supervisor) (phone) (e-mail address)

10 Franklin Street SW  
 (address)

Hutchinson McLeod MN 55350  
 (city) (county) (state) (zip)

06/2008 02/2010 Communications Specialist (Dispatcher)  
 (from: month/year) (to: month/year) (position)

Duties and reason for leaving: **13.43 - Personnel Data**

| 1b. PERIOD OF UNEMPLOYMENT | From: | To: |
|----------------------------|-------|-----|
|                            |       |     |

**EMPLOYMENT HISTORY**

(Continued)

C. South Dakota State University Police Department (605) 688-5117  
(employer) (phone)

Officer Cora Olson (605) 688-5117 cora.olson@sdsu.edu  
(immediate supervisor) (phone) (e-mail address)

Box 0520 726 Harvey Dunn  
(address)

Brookings Brookings SD 57007  
(city) (county) (state) (zip)

07/2006 05/2008 Student Officer  
(from: month/year) (to: month/year) (position)

Duties and reason for leaving:

**13.43 - Personnel Data**

|                            |       |     |
|----------------------------|-------|-----|
| 1c. PERIOD OF UNEMPLOYMENT | From: | To: |
|                            |       |     |

*IT now operates the window*

D. City of Hutchinson (320) 587-5151  
(employer) (phone)

Lieutenant Thomas Gifferson (320) 587-2242 tgifferson@ci.hutchinson.mn.us  
(immediate supervisor) (phone) (e-mail address)

10 Franklin Street SW  
(address)

Hutchinson McLeod MN 55350  
(city) (county) (state) (zip)

05/2007 08/2007 Park Patrol  
(from: month/year) (to: month/year) (position)

Duties and reason for leaving:

**13.43 - Personnel Data**

|                            |       |     |
|----------------------------|-------|-----|
| 1d. PERIOD OF UNEMPLOYMENT | From: | To: |
|                            |       |     |

**EMPLOYMENT HISTORY**

(Continued)

E. LineMagic Theatres (163) 746-0228  
(employer) (phone)  
Todd Tepley (320) 234-6800 ttepley@odysseytheatres.com  
(immediate supervisor) (phone) (e-mail address)  
766 Century Avenue SW  
(address)  
Hutchinson McLeod MN 55350  
(city) (county) (state) (zip)  
02/2004 01/2007 Assistant Manager  
(from: month/year) (to: month/year) (position)

Duties and reason for leaving:

**13.43 - Personnel Data**

|                             |       |     |
|-----------------------------|-------|-----|
| i.e. PERIOD OF UNEMPLOYMENT | From: | To: |
| [REDACTED]                  |       |     |

~~F. \_\_\_\_\_ (phone)  
\_\_\_\_\_  
(immediate supervisor) (phone) (e-mail address)  
\_\_\_\_\_  
(address)  
\_\_\_\_\_  
(city) (county) (state) (zip)  
\_\_\_\_\_  
(from: month/year) (to: month/year) (position)~~

Duties and reason for leaving:

|   |       |     |
|---|-------|-----|
| i.f. PERIOD OF UNEMPLOYMENT   | From: | To: |
| Check applicable: <input type="checkbox"/> Student <input type="checkbox"/> Between Jobs <input type="checkbox"/> Leave of Absence <input type="checkbox"/> Travel <input type="checkbox"/> Other |       |     |

**VOLUNTEER SERVICE**

52. List all volunteer and community services you have participated in since the age of 18. Do not include any court ordered community service. Include: name and address of organization, contact person, phone number, dates, e-mail address, and services performed.

Yes  No

If yes, provide the following information below: (Make photocopies if additional space is needed.)

A. Riversong Music Festival Karen Grasman (320) 583-5140  
(Volunteer agency) (Contact person and phone)

PO Box 667 kareng@swifoundation.org  
(address) (e-mail address)

Hutchinson McLeod MN 55350  
(city) (county) (state) (zip)

03/2011 Present  
(from: month/year) (to: month/year)

Technology Committee Chair Coordinate sound, stage, & lighting  
(position) (services performed)

~~B. \_\_\_\_\_  
(Volunteer agency) (Contact person and phone)~~

\_\_\_\_\_ (address) \_\_\_\_\_ (e-mail address)

\_\_\_\_\_ (city) \_\_\_\_\_ (county) \_\_\_\_\_ (state) \_\_\_\_\_ (zip)

\_\_\_\_\_ (from: month/year) \_\_\_\_\_ (to: month/year)

\_\_\_\_\_ (position) \_\_\_\_\_ (services performed)

C. \_\_\_\_\_  
(Volunteer agency) (Contact person and phone)

\_\_\_\_\_ (address) \_\_\_\_\_ (e-mail address)

\_\_\_\_\_ (city) \_\_\_\_\_ (county) \_\_\_\_\_ (state) \_\_\_\_\_ (zip)

\_\_\_\_\_ (from: month/year) \_\_\_\_\_ (to: month/year)

\_\_\_\_\_ (position) \_\_\_\_\_ (services performed)

# ALEXANDRIA TECHNICAL COLLEGE

## LAW ENFORCEMENT



*This is to certify that*

**Mark Hanneman**

*has been granted this*

*Certificate of Completion*

*as evidence of having completed 432 hours of training in the*

*Law Enforcement Skills Program*

A handwritten signature in black ink, appearing to read "Scott D. Ryan", written over a horizontal line.

Skills Coordinator

A handwritten signature in black ink, appearing to read "K. J. Gumbel", written over a horizontal line.

President

Date July 24, 2009



# New Mexico Tech

**ENERGETIC MATERIALS RESEARCH AND TESTING CENTER**

## **Mark T. Hanneman**

Is hereby awarded this certificate and 4 continuing education units  
for successfully completing the 4 hour

**Incident Response to Terrorist Bombings  
Awareness Level Training Course**

**June 17, 2009 - June 18, 2009**



Associate Director/Program Manager

Hanneman, Mark Thomas

DEGREES WERE GRANTED FROM  
THE FOLLOWING REGENTAL UNIVERSITIESSouth Dakota State University  
Bachelor of Arts, 05/09/08  
Major: Sociology  
Minor: Criminal Justice

13.43

SEND TO: Parchment  
Electronic TranscriptStudent Attended/Attending  
the Following Regental Universities:  
South Dakota State University, Brookings, SD

COURSE Course Title CRD GRD RPT COURSE Course Title CRD GRD RPT

**Beginning Fall 2003, credit earned from all six SD Regental Universities will be identified and displayed under the term header**

## 2003 FALL Transfer Credit - Ridgewater College

ENGL 0121 COLL COMPI  
HIST 0222 MID EURO HIST  
POLS 0132 AM NAT GOVERN

13.43

TERM ATT:  
CUM ATT:

## 2004 SPRING Transfer Credit - Ridgewater College

CHEM 0100 INTRO TO CHEM  
CHEM 0100 INTRO TO CHEM LAB  
ENGL 0122 COLL COMPIITERM ATT:  
CUM ATT:

## 2004 FALL Transfer Credit - Ridgewater College

HIST 0210 E ASIAN HIST  
PSYC 0131 INTRO TO PSYC  
SPCH 0121 INTRO TO COMMUNTERM ATT:  
CUM ATT:

## 2005 SPRING Transfer Credit - Ridgewater College

ART 0104 SURVEY IN ART  
BIOL 0108 HUMAN BIOLOGY  
HIST 0250 MINN HISTORYTERM ATT:  
CUM ATT:

## 2005 FALL Transfer Credit - Univ of Minnesota-Twin Cities

ENGV 1103 INTR POETRY WRITING  
ENGL 1301 MULTICULTURAL AMERICAN LIT  
POL 1015 MASS POLITICS IN A MEDIA AGE  
SOC 4001 INTRO TO SOCIOLOGYTERM ATT:  
CUM ATT:

## 2006 SPRING Institutional Credit - SD Board of Regents Universities

S GEOG 131 PHYSICAL GEOGRAPHY I  
S GEOG 131IL PHYSICAL GEOGRAPHY I LAB  
S MATH 120 TRIGONOMETRY  
S SOC 150 SOCIAL PROBLEMS  
S SOC 307 RESEARCH METHODS I  
S SOC 351 CRIMINOLOGYTERM ATT:  
CUM ATT:

## 2006 FALL Institutional Credit - SD Board of Regents Universities

S CIJS 201 INTRO TO CRIMINAL JUSTICE  
S GER 101 INTRODUCTORY GERMAN I  
S MUEN 102 MEN'S GROOMING  
S SOC 250 COURTSHIP AND MARRIAGE  
S SOC 308 RESEARCH METHODS II  
S SOC 353 SOCIOLOGY OF WORKTERM ATT:  
CUM ATT:

## 2007 SPRING Institutional Credit - SD Board of Regents Universities

S CIJS 331 CIVIL RIGHTS AND LIBERTIES  
S GER 102 INTRODUCTORY GERMAN II  
S PSYC 440 FORENSIC PSYCHOLOGY II  
S SOC 240 THE SOCIOLOGY OF RURAL AMERICA  
S SOC 440 URBAN SOCIOLOGYTERM ATT:  
CUM ATT:

## 2007 FALL Institutional Credit - SD Board of Regents Universities

S GER 201 INTERMEDIATE GERMAN I  
S SOC 350 SELF AND SOCIETY  
S SOC 402 SOCIAL DEVIANCE  
S SOC 403 SOCIOLOGICAL THEORY  
S SOC 490 SEM-WOMEN & CRIM JUSTICE SYSTERM ATT:  
CUM ATT:

## 2008 SPRING Institutional Credit - SD Board of Regents Universities

S ENGL 210 INTRODUCTION TO LITERATURE  
S GER 202 INTERMEDIATE GERMAN II  
S HIST 151 UNITED STATES HISTORY I  
S HLTH 251 FIRST AID & CPR  
S MSL 202 FOUNDN OF TACTICAL LEADERSHIP  
S SOC 455 JUVENILE DELINQUENCYTERM ATT:  
CUM ATT:ATT: CUM ATT: GPA GRADE GPA  
HRS HRS HRS PTS

\*\*\* End of Transcript \*\*\*

Aaron Aure  
Registrar

# TRANSCRIPT GUIDE

## BEGINNING FALL SEMESTER 2003

(Additional historic information for each university is enclosed as needed)

Black Hills State University, Spearfish, SD 57799 (605) 642-6092

Dakota State University, Madison, SD 57042 (605) 256-5139

Northern State University, Aberdeen, SD 57401 (605) 626-2012

South Dakota School of Mines and Technology, Rapid City, SD 57701 (605) 394-2400

South Dakota State University, Brookings, SD 57007 (605) 688-6195

The University of South Dakota, Vermillion, SD 57069 (605) 677-5301

*Accreditation: All of the above universities are fully accredited by The Higher Learning Commission of the North Central Association of Colleges and Schools. Each university is separately accredited.*

### Explanation of Transcript

October 2003, the individual student information system databases of the six South Dakota public universities were merged into one database. Beginning Fall Semester 2003, all credit earned at any of the six universities will be listed under the term header. An identifier for the university teaching each course is placed on the transcript prior to the Course Subject as follows:

- B - Black Hills State University
- D - Dakota State University
- M - South Dakota School of Mines and Technology
- N - Northern State University
- S - South Dakota State University
- U - The University of South Dakota

This conversion to a single database necessitates that the student enrolled Before the Merge, or Before and After the Merge, will receive a transcript from each university attended at each level (credit has been transferred between the universities). Students who attend After the Merge Only will receive one combined transcript. Some students who attended prior to 1987 will receive a transcript that is a copy of their hard copy (non-electronic) transcript.

Transcripts are issued only upon the written request of the student and payment of the required fees. In compliance with the Family Educational Rights and Privacy Act of 1974, no information contained on a transcript is to be released to a third party without the written consent of the student.

Official transcripts issued will include all credit, at all levels, that has been earned at all six universities. Official transcripts are issued on security paper.

### Academic Calendar

The universities are on a semester calendar: fall, spring, summer.

### Academic Level

Undergraduate - at all six universities

Graduate - at all six universities

Medical School and Law School - only at The University of South Dakota

### Academic Standing

A student is academically eligible to enroll unless indicated by an academic "Suspended" status.

### Course Numbering

001-099 Pre-College, non degree credit  
100-199 Freshman level  
200-299 Sophomore level  
300-399 Junior level  
400-499 Senior level  
500-599 Entry level graduates, open to approved seniors  
600-699 Graduate level - open to approved seniors  
700-799 Graduate level only  
800-899 Doctoral and post-doctoral level  
Law School - 700-899  
Medical School - 400-499 (First and second year courses in Medicine); 500 and above (Courses in Medicine beyond the second year).

### Repeated Courses

For the Undergraduate and Graduate academic levels, only the last grade is used in computing the grade point average. For the Law School, only the first grade is used in computing the grade point average. For the Medical School, all grades are averaged in the grade point average. Repeated courses are marked with an "R" or "Repeated."

### Transferred Credit

All courses from regionally accredited post secondary undergraduate institutions are recorded as transferred and are expressed in semester hours. Other transfer credit is recorded as transferred only if it is equivalent to a specific course at one of the public universities. Official transcripts from other institutions are not reissued or copied for distribution.

### Grading System

Undergraduate, Graduate, and Medical School Levels

Grades that calculate into the GPA

|   |                                    |
|---|------------------------------------|
| A | - 4 grade points per semester hour |
| B | - 3 grade points per semester hour |
| C | - 2 grade points per semester hour |
| D | - 1 grade point per semester hour  |
| F | - 0 grade points per semester hour |

Grades that do not calculate into the GPA

|        |  |
|--------|--|
| AU     | - Audit                                      |
| EX     | - Credit by Exam                             |
| Grade* | - Academic Amnesty                           |
| CR     | - Credit                                     |
| I      | - Incomplete                                 |
| IP     | - In Progress                                |
| LR     | - Lab Grade Linked to Recitation Grade       |
| NG     | - No Grade (0 CR Tracking/Sustaining Course) |
| NP     | - Normal Progress (Graduate only)            |
| NR     | - Grade Not Reported by Instructor           |
| RJ     | - Incomplete - Remedial                      |
| RS     | - Satisfactory - Remedial                    |
| RU     | - Unsatisfactory - Remedial                  |
| S      | - Satisfactory                               |
| SP     | - Satisfactory Progress (Remedial Only)      |
| TR     | - Note for NSE/MEDT                          |
| U      | - Unsatisfactory                             |
| W      | - Withdrawal                                 |

### Medical School

(Unique Grades Used - do not calculate into the GPA)

|     |                                   |
|-----|-----------------------------------|
| INC | - Incomplete                      |
| IWD | - Instructor Initiated Withdrawal |
| N   | - Pass-No Letter Grade            |
| NC  | - No Credit                       |
| NCI | - Incomplete, Not Finished        |

### Law School

Numeric grades are used.

Grades that do not calculate into the GPA

|   |                         |
|---|-------------------------|
| N | - Pass-No Numeric Grade |
|---|-------------------------|

## DISCONTINUED SYMBOLS

### BLACK HILLS STATE UNIVERSITY

|      |  |
|------|--|
| CORR | Correspondence Course                        |
| EXT  | Extension Course (Off-campus study center)   |
| EAFB | Course taken at Ellsworth AFB branch campus  |
| EC   | Course taken at Ellsworth Community College  |
| PS   | Cooperative course with Sinte Gleska College |
| SG   | Cooperative course with Sinte Gleska College |

### DAKOTA STATE UNIVERSITY

|      |  |
|------|--|
| CORR | Correspondence Course                      |
| EXT  | Extension Course (Off-campus study center) |

### SOUTH DAKOTA STATE UNIVERSITY

(4) Behind Indicates the course was college level but was *not* applicable to the student's current major.

### THE UNIVERSITY OF SOUTH DAKOTA

|   |  |
|---|--|
| G | Withdrawn failing—counted the same as the grade of "F" |
| H | Passed with honors for an honors seminar               |

Jointly Administered (Notation) Courses offered by another institution. Course level and quality monitored and approved by The University of South Dakota to insure equivalence to USD courses. Courses should be accepted in transfer as if they were USD credit.

**THE UNIVERSITY OF SOUTH DAKOTA**—From summer 1978 through summer 1987, the following symbols can be found in the "Codes" column of some transcripts. They are used for internal purposes only.

|   |  |
|---|--|
| C | Credit for correspondence course   |
| E | Credit by examination  |
| G | Grade change has been made; only the new grade is shown  |
| I | Grade of "I" removed; only the new grade is shown  |
| M | Class offered via television through the University of Mid-America, a consortium of universities in the Midwest, with credit awarded by The University of South Dakota |
| R | Repeat of course, considered in the grade point average and for graduation purposes.   |
| X | Class extension course (Off-campus study center)   |

## LAW SCHOOL GRADES (The University of South Dakota)

| Equivalent Grades | Prior to Fall 1976 | Beginning Fall 1981 |
|-------------------|--------------------|---------------------|
| A                 | 91-100             | 90-99               |
| B                 | 81-90              | 80-89               |
| C                 | 71-80              | 70-79               |
| D                 | 61-70              | 60-69               |
| F                 | Less than 61       | 50-59               |

From fall 1976 through spring 1987, Law School grades were recorded as A, B, C, D, F, etc.

From fall 1987 through spring 1998, Law School grades were recorded with the letter grade equivalent followed by the numeric Law School grade (A95, B80, C75, etc.). Although the numeric component of the grades can be manually calculated to derive a numeric Law GPA, the numeric GPA was not printed on the transcript.

From fall 1998, Law School numeric grades are recorded on the transcript and reflected in the printed GPA using the Law School's scale of 50-99.

## ACCREDITATION

### BLACK HILLS STATE UNIVERSITY

The Higher Learning Commission of the North Central Association of Colleges and Schools  
National Council for the Accreditation of Teacher Education  
National Association of Schools of Music  
South Dakota Department of Education

### DAKOTA STATE UNIVERSITY

The Higher Learning Commission of the North Central Association of Colleges and Schools  
National Council for the Accreditation of Teacher Education  
South Dakota Department of Education  
Allied Health Education and Accreditation  
Respiratory Therapy Education of the American Medical Association

### NORTHERN STATE UNIVERSITY

The Higher Learning Commission of the North Central Association of Colleges and Schools  
National Council for Accreditation of Teacher Education  
South Dakota Department of Education  
National Association of Schools of Music

### SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY

The Higher Learning Commission of the North Central Association of Colleges and Schools  
American Chemical Society  
Computer Science Commission-Computing Sciences Accreditation Board  
Accreditation Board for Engineering and Technology

### SOUTH DAKOTA STATE UNIVERSITY

The Higher Learning Commission of the North Central Association of Colleges and Schools  
Commission on Accreditation of Allied Health Education Programs  
Commission on Collegiate Nursing Education  
American Chemical Society  
American Dietetic Association  
American Association of Museums  
American Association of Family and Consumer Sciences  
Accrediting Council on Education in Journalism and Mass Communication  
National Council for Accreditation of Teacher Education  
Accreditation Board for Engineering and Technology  
Council for Accreditation of Counseling and Related Educational Programs  
American Council of Pharmaceutical Education  
American Society of Agricultural Engineering  
National Association for Education of Young Children  
American Association of Veterinary Laboratory Diagnosticians  
National Association of Schools of Music

### THE UNIVERSITY OF SOUTH DAKOTA

The Higher Learning Commission of the North Central Association of Colleges and Schools  
The Association to Advance Collegiate Schools of Business (Int'l)  
National Council for Accreditation of Teacher Education  
American Bar Association  
Liaison Committee on Medical Education  
National Association of Schools of Art and Design  
American Chemical Society  
American Speech-Language-Hearing Association  
Council for Accreditation of Counseling & Related Educational Programs  
Commission on Dental Accreditation of the American Dental Association  
Association of University Programs in Health Administration  
Accrediting Council on Education in Journalism & Mass Communication  
National Association of Schools of Music  
American Association of Museums  
National League of Nursing  
American Occupational Therapy Association  
American Physical Therapy Association  
Council on Accreditation of Allied Health Education Programs  
American Psychological Association  
National Association of Schools of Public Affairs and Administration  
National Association of School Psychology  
Council on Social Work Education  
National Association of Schools of Theatre

# South Dakota

## PUBLIC UNIVERSITIES

## SUPPLEMENTAL TRANSCRIPT GUIDE

BLACK HILLS STATE UNIVERSITY  
DAKOTA STATE UNIVERSITY  
NORTHERN STATE UNIVERSITY  
SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY  
SOUTH DAKOTA STATE UNIVERSITY  
THE UNIVERSITY OF SOUTH DAKOTA



This is a supplement to the guide found on the back of the official transcript.

**BLACK HILLS STATE UNIVERSITY**

1200 University Street, Spearfish, SD 57799-9666

Telephone: (605) 642-6092 Toll Free: 1-800-255-2478

Fax: (605) 642-4022 Home Page: www.bhst.edu

**NAME CHANGES**

1989 Black Hills State University  
 1964 Black Hills State College  
 1941 Black Hills Teachers College  
 1883 Spearfish Normal

**DAKOTA STATE UNIVERSITY**

420 N. Washington Avenue, Madison, SD 57042

Telephone: (605) 256-5152 Toll Free: 1-888-378-9988

Fax: (605) 256-5020 Home Page: www.dsu.edu

**NAME CHANGES**

1989 Dakota State University  
 1969 Dakota State College  
 1964 General Beadle State College  
 1947 General Beadle State Teachers College  
 1927 Eastern State Teachers College  
 1921 Eastern State Normal School  
 1902 Madison State Normal School  
 1881 Dakota Normal School

**NORTHERN STATE UNIVERSITY**

1200 S. Jay Street, Aberdeen, SD 57401-7198

Telephone: (605) 626-2012 Toll Free: 1-800-678-5330

Fax: (605) 626-2587 Home Page: www.northern.edu

**NAME CHANGES**

1989 Northern State University  
 1964 Northern State College  
 1939 Northern State Teachers College  
 1901 Northern Normal and Industrial School

**SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY**

501 E. Saint Joseph Street, Rapid City, SD 57701

Telephone: (605) 394-3400 Toll Free: 1-800-544-8162

Fax: (605) 394-1268 Home Page: www.sdsmst.edu

**NAME CHANGES**

1953 South Dakota School of Mines and Technology  
 1889 South Dakota School of Mines  
 1885 Dakota School of Mines

**SOUTH DAKOTA STATE UNIVERSITY**

ADM 310, Box 2201, Brookings, SD 57007-0498

Telephone: (605) 688-6637 Toll Free: 1-800-952-2541

Fax: (605) 688-6384 Home Page: www.sdstate.edu

**NAME CHANGES**

1964 South Dakota State University  
 1887 South Dakota State College of Agriculture and Mechanic Arts

**THE UNIVERSITY OF SOUTH DAKOTA**

414 E. Clark Street, Vermillion, SD 57069

Telephone: (605) 677-5301 Toll Free: 1-877-269-6837

Fax: (605) 677-6755 Home Page: www.usd.edu

**NAME CHANGES**

1966 The University of South Dakota  
 1964 University of South Dakota  
 1956 State University of South Dakota  
 1862 University of South Dakota

**CREDIT HOUR HISTORY****BLACK HILLS STATE UNIVERSITY**

Prior to Fall 1932 Semester Hours (3.0 grading scale)  
 Fall 1932 through summer 1963 Quarter Hours (3.0 grading scale)  
 Fall 1963 to present Semester Hours (4.0 grading scale)

**DAKOTA STATE UNIVERSITY**

Prior to Fall 1963 Quarter Hours (3.0 grading scale)  
 Fall 1963 to present Semester Hours (4.0 grading scale)

**NORTHERN STATE UNIVERSITY**

Prior to Fall 1963 Quarter Hours (3.0 grading scale)  
 Fall 1963 to present Semester Hours (4.0 grading scale)

**SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY**

Prior to Fall 1943 Semester Hours (4.0 grading scale)  
 Fall 1943 through summer 1960 Quarter Hours (4.0 grading scale)  
 Fall 1960 to present Semester Hours (4.0 grading scale)

**SOUTH DAKOTA STATE UNIVERSITY**

Prior to Fall 1963 Quarter Hours (4.0 grading scale)  
 Fall 1963 to present Semester Hours (4.0 grading scale)

**THE UNIVERSITY OF SOUTH DAKOTA**

Prior to Fall 1943 Semester Hours (4.0 grading scale)  
 Fall 1943 through summer 1945 Quarter Hours (4.0 grading scale)  
 Fall 1945 to present Semester Hours (4.0 grading scale)

**REPEATED COURSE HISTORY**

Not all summary data is recalculated following a repeat. Repeated courses are marked with a # sign after the grade, the word "Repeated" or the letter "R."

**BLACK HILLS STATE UNIVERSITY**

Prior to fall 1981, the higher grade was used to calculate the cumulative GPA. From fall 1981 to present, only the last grade is used in computing the cumulative GPA.

**SOUTH DAKOTA SCHOOL OF MINES AND TECHNOLOGY**

Prior to fall 1996, juniors, seniors, and graduate students were charged with all courses attempted, freshmen and sophomores were permitted to repeat a course once and only the second grade was used in the calculation of the GPA. From fall 1996 to present, only the last grade is used in computing the cumulative GPA.

**SOUTH DAKOTA STATE UNIVERSITY**

Prior to fall 1995, all attempts were computed into the cumulative GPA. Beginning fall 1995, only the most recent grade is computed in the GPA. Courses marked as repeated after spring 1998 are not factored into the cumulative GPA regardless of when taken.

**THE UNIVERSITY OF SOUTH DAKOTA**

From 1998-2001, if a student passed a course and subsequently retook and failed it, the original passed course is still counted as credit toward the degree but no longer counts in the GPA. The grade of the original course is changed to bear an "R" prefix (RA, RB, RC, RD).

NOTE: Dakota State University and Northern State University have always used the last grade to compute the cumulative GPA for repeated courses.

**TRANSCRIPT FORMAT**

The South Dakota public universities converted to a computerized student information system in the Fall of 1987. Students enrolled both before and after the conversion may have two record formats.

**ACADEMIC STANDING**

Beginning summer 1998, academic probation no longer prints on a transcript. A suspended status prints only if it reflects a student's final status.

**COURSE NUMBERING HISTORY**

(See back of official transcript for current numbering system.)

**NORTHERN STATE UNIVERSITY (Fall 1963—Summer 1973)**

1-49 Freshman/Sophomore  
 50-99 Junior/Senior  
 100-199 Upper Division/Graduate Level  
 200-299 Graduate Level Only

NOTE: Contact NSU for information on course numbering prior to 1963.

**SOUTH DAKOTA STATE UNIVERSITY (Ends Summer 1966)**

500-599 5th Year Pharmacy/Advanced Undergraduate

**THE UNIVERSITY OF SOUTH DAKOTA (Prior to Fall 1973)**

1-99 Freshman/Sophomore  
 100-199 Junior/Senior and Graduate Level  
 200 and above Graduate Level Only

NOTE: Contact The University of South Dakota for information on USD at Springfield.

**DISCONTINUED GRADES**

**Discontinued grades that calculate into the grade point average (Grade points reflected are per credit hour)**

|     |   |
|-----|---|
| A-  | 5.66 grade points                                     |
| A   | 5.33 grade points                                     |
| B+  | 2.66 grade points                                     |
| B   | 2.33 grade points                                     |
| C+  | 1.67 grade points                                     |
| C   | 1.33 grade points                                     |
| D+  | 1.00 grade points                                     |
| D   | 0.67 grade points                                     |
| H   | Withdraw failing—0 grade points                       |
| I   | (SDSU prior to Fall 1979) Incomplete—0 grade points   |
| INC | (SDSU prior to Fall 1979) Incomplete—0 grade points   |
| WF  | (DSU, NSU, SDSU, USD) Withdraw Failing—0 grade points |
| X   | Grade not reported—0 grade points                     |

**Discontinued grades that do not calculate into the grade point average.**

|     |                                  |
|-----|----------------------------------|
| AUF | (AP) Audit—Fail                  |
| AUP | (AP) Audit—Pass                  |
| E   | Satisfactory                     |
| G   | Withdraw                         |
| INC | Incomplete                       |
| LAB | Credit for lab                   |
| N   | Failing                          |
| N   | (USD) Pass/no                    |
| NC  | No Credit                        |
| NRP | Grade not reported by instructor |
| P   | Passing                          |
| SP  | Satisfactory Progress            |
| UP  | Unsatisfactory Progress          |
| WF  | Withdraw Failing                 |
| WP  | Withdraw Passing                 |

NOTE: Prior to June 1, 1922, grades at Black Hills State University and Dakota State University were indicated on the basis of percentage, with 70 as a passing grade.

TRN Grade—Currently used by The University of South Dakota to signify enrollment in an exchange program. The coursework is recorded elsewhere as transfer credit.

**PRE-COLLEGE, NON-DEGREE CREDIT COURSES (Numbered 001-099)**

Beginning fall 1998, courses numbered 001-099 were not calculated into the grade point average. Contact the individual schools for information prior to fall 1998.

Date: 03/04/2015  
Birthdate: 13.43

Hanneman, Mark Thomas  
13.43

MOST RECENT ACADEMIC PROGRAM(S):

| INSTITUTION | COLLEGE                 | ACADEMIC PLAN        | SUBPLAN | DEGREE SOUGHT     |
|-------------|-------------------------|----------------------|---------|-------------------|
| Twin Cities | College of Liberal Arts | Undeclared Pre-Major |         | Political Science |

ENROLLMENT STATUS:

| TERM/YEAR | TERM DATES            | INSTITUTION | COLLEGE | ACADEMIC LEVEL | ACADEMIC LOAD | TOTAL TERM ACADEMIC LOAD |
|-----------|-----------------------|-------------|---------|----------------|---------------|--------------------------|
| Fall 2005 | 09/06/2005-12/21/2005 | Twin Cities | CLA     | Sophomore      | Full-Time     | Full-Time                |

UNIVERSITY OF MINNESOTA CUMULATIVE UNITS AND GPA:

| CAREER LEVEL  | TOTAL UNITS            | UMN CUMULATIVE GPA |
|---------------|------------------------|--------------------|
| Undergraduate | 13.43 - Personnel Data |                    |

UNITS AND GPA FOR STUDENT'S MOST RECENT COMPLETED TERM:

| TERM/YEAR | CAREER        | UNITS EARNED | TERM GPA |
|-----------|---------------|--------------|----------|
| Fall 2005 | Undergraduate |              |          |

MOST RECENT ACADEMIC LEVEL(S):

|             |                         |                    |
|-------------|-------------------------|--------------------|
| Twin Cities | College of Liberal Arts | Sophomore 2nd Term |
|-------------|-------------------------|--------------------|

UNIVERSITY OF MINNESOTA DEGREES GRANTED:

No Degree Granted

\*\*\*\*\*END OF CERTIFICATION\*\*\*\*\*

THIS OFFICIAL UNIVERSITY CERTIFICATION IS PRINTED ON SECURITY PAPER AND DOES NOT REQUIRE A RAISED SEAL

Officer Joel Kimmerle  
350 South 5th Street  
Room 100  
Minneapolis MN 55415-1389

Susan Van Voorhis, Registrar  
University of Minnesota

In accordance with the Family Educational Rights and Privacy Act of 1974, non-public information about a student will not be released to a third party without written consent of the student. Certification key and authenticity confirmation information on back.

PLEASE QUESTION AUTHENTICITY OF DOCUMENT IF SIGNATURE AND SEAL ARE NOT VISIBLE OR ARE DISTORTED

THE WORDS "UNIVERSITY OF MINNESOTA" AND "COPY" APPEAR WHEN PHOTOCOPIED

Name : Hanneman, Mark Thomas  
Student ID :  
Birthdate : 13.43

Print Date : 02-25-2015

## MOST RECENT PROGRAMS

Campus : University of Minnesota, Twin Cities  
Program : College of Liberal Arts  
Plan : Undeclared Pre-Major  
Subplan : Political Science  
Advisor : Kaphakdy, Christopher H

## ----- Transfer Credits -----

## Transfer Credit from Credit by Advanced Placement (AP)

Semester Credits Transferred : [REDACTED]

## Transfer Credit from Ridgewater College

Semester Credits Transferred : [REDACTED]

## ----- Beginning of Undergraduate Record -----

## Fall Semester 2005

University of Minnesota, Twin Cities  
College of Liberal Arts  
Undeclared Pre-Major  
Political Science

| <u>COURSE</u> | <u>DESCRIPTION</u>           | <u>Attempted</u> | <u>Earned Grade</u> | <u>Points</u> |
|---------------|------------------------------|------------------|---------------------|---------------|
| ENGL 1301W    | Multicultural American Lit.  | [REDACTED]       | [REDACTED]          | [REDACTED]    |
| ENGL 1103     | Intr Poetry Writing          | [REDACTED]       | [REDACTED]          | [REDACTED]    |
| POL 1015      | Mass Politics in a Media Age | [REDACTED]       | [REDACTED]          | [REDACTED]    |
| SOC 1001      | Introduction to Sociology    | [REDACTED]       | [REDACTED]          | [REDACTED]    |

13.43

TERM GPA : [REDACTED] TERM TOTALS :

## Spring Semester 2006

University of Minnesota, Twin Cities  
College of Liberal Arts  
Undeclared Pre-Major  
Political Science

Cancelled

## University of Minnesota Summary Information

## Undergraduate Career Totals

|             | <u>Attempted</u> | <u>Earned</u> | <u>Points</u> |
|-------------|------------------|---------------|---------------|
| CUM GPA :   | [REDACTED]       | [REDACTED]    | [REDACTED]    |
| GPA UNITS : | [REDACTED]       | [REDACTED]    | [REDACTED]    |

\*\*\*\*\* End of Transcript \*\*\*\*\*

Page 1 of 1

Mark Hanneman

Susan Van Voorhis, Registrar  
University of Minnesota, Twin Cities

# Transcript key

## Academic calendar

The semester system started Fall 1999 for all University of Minnesota campuses. Prior to Fall 1999 the University used a quarter system with these exceptions: Law school started on semesters Fall 1981, and some College of Continuing Education courses were taught on a semester calendar but the credits reported as quarter credits.

## Accreditation

The University of Minnesota is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

## Course (class) numbering system (from Fall 1999)

0000 to 0999 remedial courses  
 1000 to 1999 primarily for undergraduates in first year  
 2000 to 2999 primarily for undergraduates in second year  
 3000 to 3999 primarily for undergraduates in third year  
 4000 to 4999 primarily for undergraduates in fourth year, may be applied to a Graduate School degree with approval by the student's major field and if taught by a member of the graduate faculty or an individual authorized by the program to teach at the graduate level  
 5000 to 5999 primarily for graduate students but third and fourth year undergraduates may enroll  
 6000 to 7999 for postbaccalaureate professional degree students  
 8000 to 9999 for graduate students

## Prior course numbering systems

For Fall 1970 through Summer 1999 (course numbering prior to 1970 is noted in parentheses):

0000 to 0999 noncredit courses  
 1000 to 1999 (01 - 49) introductory courses primarily for freshmen and sophomores  
 3000 to 3999 (50 - 99) intermediate courses primarily for juniors and seniors  
 5000 to 5999 (100 - 199) advanced courses for juniors, seniors, and graduate students  
 8000 to 8999 (200 and higher) for graduate and professional school students

## Credit

Starting Fall 1999 - units are semester credit

Prior to Fall 1999 - units generally are quarter credit (see calendar for exceptions).

This credit - an asterisk (\*) will appear following the course title of courses numbered 8777, 8888, or 8999 if the degree award is shown. An asterisk (\*) indicates graduate credit taken through College of Continuing Education (Continuing Education and Extension prior to Fall 1999).

## Grading policy (complete)

Available online at [policy.umn.edu/Politics/Education/Education/GRADINGTRANSCRIPTS.html](http://policy.umn.edu/Politics/Education/Education/GRADINGTRANSCRIPTS.html)

## Campus records office locations:

University of Minnesota, Crookston  
 9 Hill Hall  
 Crookston, MN 55871-5001  
 218-281-8548  
 Dept of Educ Inst cd: 004669

University of Minnesota, Duluth  
 184 Durland Administration Building  
 Duluth, MN 55812-3031  
 218-726-8009  
 Dept of Educ Inst cd: 002388

University of Minnesota, Morris  
 212 Behrler Hall  
 Morris, MN 56267-2122  
 210-389-6010  
 Dept of Educ Inst cd: 002389

333 Science Teaching & Student Services  
 Minneapolis, MN 55455  
 612-624-1111  
 Dept of Educ Inst cd: 003969

University of Minnesota, Twin Cities  
 or 130 Coffey Hall or 130 West Bank Skyway  
 St. Paul, MN 55108  
 Minneapolis, MN 55455  
 612-624-1111  
 612-624-1111

University of Minnesota, Rochester  
 111 South Broadway  
 Rochester, MN 55904  
 507-258-4857  
 Dept of Educ Inst cd: 003969

The University of Minnesota, Wacona campus closed in 1992. For information on Wacona student transcripts, contact the St. Paul office.

## Grading definitions

- A - achievement that is outstanding relative to the level necessary to meet course requirements  
 B - achievement that is significantly above the level necessary to meet course requirements  
 C - achievement that meets the course requirements in every respect  
 D - achievement that is worthy of credit even though it fails to meet fully the course requirements  
 E - achievement that is significantly greater than the level required to meet the basic course requirements but not judged to be outstanding  
 F (or N) - represents failure (or no credit) and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or (2) was not completed and there was no agreement between the instructor and the student that the student would be awarded an I (see also I)  
 H - Honors (used by Law School and Medical School only)  
 I - (Incomplete) assigned at the discretion of the instructor when, due to extraordinary circumstances, e.g., hospitalization, a student is prevented from completing the work of the course on time. Requires a written agreement between instructor and student  
 K - assigned by an instructor to indicate the course is still in progress and that a grade cannot be assigned at the present time  
 LP - low pass (used by Law School only)  
 NG - no grade required  
 NR - grade not reported  
 O - represents outstanding achievement for Doctor of Medicine and Doctor of Veterinary Medicine programs  
 P - achievement designating passing work  
 Q - achievement designating passing work  
 R - a course related registration symbol  
 S - achievement that is satisfactory, which is equivalent to a C- or better for undergraduate students (C or better on the Duluth campus). Graduate and professional programs may establish higher standards for earning a grade of S.  
 T - test credit  
 V - registration as an auditor or visitor (a non-grade non-credit registration)  
 W - entered by the registrar's office when the student officially withdraws from a course after the second week  
 X - reported by the instructor for a student in a sequence course where the grade cannot be determined until the sequence is complete - (the instructor is to submit a grade for each X when the sequence is complete)  
 Y - assigned from Fall 1929 to Summer 1959 to indicate the student canceled while doing passing work  
 Z - assigned from Fall 1929 to Summer 1959 to indicate the student canceled while doing failing work

On the Twin Cities campus from Fall 1972 through Summer 1977 and on the Morris campus from Fall 1972 through Summer 1985, the official University transcript included only positive academic achievements. Courses in which the student received a grade of N or a registration symbol of I or W did not appear on the transcript.

## Grade/Numeric Point Average formula

Effective Fall 1997, grade point values were standardized for the University. All units except Law use: A = 4.000, A- = 3.667, B+ = 3.333, B = 3.000, B- = 2.667, C+ = 2.333, C = 2.000, C- = 1.667, D+ = 1.333, D = 1.000, F = 0.000, I = 0.000, K = 0.000, X = 0.000. Effective Fall 2004, the Twin Cities campus Law School uses University standard grading, with the addition of A+ = 4.333 and excluding D+. Before 1997, most units did not use +/- . But the Duluth campus and the School of Management used: A = 4.0, A- = 3.6, B+ = 3.3, B = 3.0, B- = 2.6, C+ = 2.3, C = 2.0, C- = 1.6, D+ = 1.3, D = 1.0, F = 0.0 and the Twin Cities General College used: A = 4.0, A- = 3.6, B = 3.2, B- = 2.8, C+ = 2.4, C = 2.0, C- = 1.6, D = 1.2, D- = 0.8, F = 0.0

Prior to Fall 2004, the Twin Cities campus Law School used a numeric rather than a grade point average for the *juris doctor (J.D.)* degree program. Grades ranged from 4-16 points based on the following: 14-16: Excellent/Outstanding; 11-13: Substantially better than average; 8-10: Minimally acceptable; 5-7: Inadequate (credits count towards degree completion, and NPA); 4: Failing; 0: Non-performance. Classes for which a 0 grade was earned are not included in NPA calculation. Grades earned in the LL.M. (Master of Laws) program were: A=4.00, B=3.00, C=2.00, D=1.00, F=0.00. No +/- distinctions are given.

## Symbols following course numbers

- C - certificate credit  
 E - on Duluth campus, registration in Continuing Education, or on Twin Cities campus, an MBA course  
 G - honors course for extra credit  
 H - honors course  
 J - evening MBA course for extra credit  
 K - evening MBA course by independent study  
 L - honors course by independent study  
 M - extra credit by independent study  
 Q - evening MBA extra credit by independent study  
 R - honors extra credit by independent study  
 S - semester registration (pre-1999)  
 T - semester honors course (pre-1999)  
 U - special term course taken for extra credit  
 V - honors and writing intensive  
 W - writing intensive  
 X - extra credit  
 Y - independent study  
 Z - special term registration

## Additional notations

Canceled means that all course registration was canceled (i.e., dropped) before the end of the second week of the term.

Degree with distinction indicates graduation with high GPA; degree with honors (laude) indicates completion of honors program.

Second Language Proficiency means demonstrated intermediate proficiency in reading, writing, listening, and speaking.

For more information, visit [www.umn.edu](http://www.umn.edu)

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This document may not be re-released by any third party without the written consent of the student. This is in accordance with the Family Educational Rights and Privacy Act of 1974. If you have any questions about this document, please contact the appropriate campus records office (see above).

## 13.43 - Personnel Data

Name: Hanneman, Mark Thomas

SSN: 13.355 - SSN

Ridgewater College  
Undergraduate Academic Record  
2101 15th Ave NW  
Willmar MN 56201 1097

Date of Issue: 02/25/2015 Page: 1 of 1  
Student Campus ID: 13.43

| Subj Nbr | Title | Course Credit | Grade | Credit Earned | GPA Credit | GPA Pts | Subj Nbr | Title | Course Credit | Grade | Credit Earned | GPA Credit | GPA Pts |
|----------|-------|---------------|-------|---------------|------------|---------|----------|-------|---------------|-------|---------------|------------|---------|
|----------|-------|---------------|-------|---------------|------------|---------|----------|-------|---------------|-------|---------------|------------|---------|

\*\*\*\*\* Ridgewater College \*\*\*\*\*

Fall 2003

Major: Liberal Arts and Sciences

Special

ENGL 0121 Coll Comp I  
POLS 0132 Am Nat Govern  
HIST 0222 Mod Euro Hist

13.43 - Personnel Data

UNDG Term Att:

\*\*\*\* Cum Att:

Spring 2004

OREN 0100 Coll Orient  
CHEM 0100 Intro to Chem  
ENGL 0122 Coll Comp II

UNDG Term Att:

\*\*\*\* Cum Att:

Fall 2004

HIST 0210 E Asian Hist  
PSYC 0131 Intro to Psyc  
SPCH 0121 Intro to Commun

UNDG Term Att:

\*\*\*\* Cum Att:

Spring 2005

ART 0104 Survey in Art  
BIOL 0108 Human Biology  
HIST 0250 Minn History

UNDG Term Att:

\*\*\*\* Cum Att:

Spring 2009

EMS 2009 First Responder Blended

UNDG Term Att:

\*\*\*\* Cum Att:

Career Undergrad

Summary - Semester Hours

Local: Att:

Total: Att:

\*\*\* END OF ACADEMIC TRANSCRIPT \*\*\*

*Kelli S. Kienitz*  
Registrar

OFFICIAL ACADEMIC TRANSCRIPT

Name: Hanneman, Mark Thomas SSN: **13.355 - SSN**

Alexandria Technical and Community College  
Undergraduate Academic Record  
1601 JEFFERSON ST  
ALEXANDRIA MN 56308

Date of Issue: 02/25/2015 Page: 1 of 1  
Student Campus ID: **13.43**

| Subj Nbr | Title | Course Credit | Grade | Credit Earned | GPA Credit | GPA Pts | Subj Nbr | Title | Course Credit | Grade | Credit Earned | GPA Credit | GPA Pts |
|----------|-------|---------------|-------|---------------|------------|---------|----------|-------|---------------|-------|---------------|------------|---------|
|----------|-------|---------------|-------|---------------|------------|---------|----------|-------|---------------|-------|---------------|------------|---------|

Inst. Name: Alexandria Technical College  
Award Name: DIPLOMA  
Major: Law Enforcement: Career Transition  
Program requirements completed on July 24, 2009  
Awarded on: 08/14/2009

South Dakota State University  
UNDG SEMESTER Credits Accepted in Transfer Fall 2008: **[REDACTED]**

\*\*\*\*\* Alexandria Technical and Community College \*\*\*\*\*

Fall 2008  
Major: Law Enforcement: Career Transition  
Previous Degree

LENF 1670 Overview/Juv Jstc  
LENF 2623 Crim Pro/Con Law/Cvl

**13.43 - Personnel Data**

UNDG Term Att: **[REDACTED]**  
\*\*\*\* Trsf Att: **[REDACTED]**  
\*\*\*\* Cum Att: **[REDACTED]**

Spring 2009  
LENF 1604 MN Criminal Code  
LENF 2602 Report Writ/Emp Prep  
LENF 1629 Diversity/Policing/Victim

UNDG Term Att: **[REDACTED]**  
\*\*\*\* Cum Att: **[REDACTED]**

Summer 2009  
LENF 6601 Law Enf Skills  
LENF 1623 First Responder  
(First Responder Certificate)

UNDG Term Att: **[REDACTED]**  
\*\*\*\* Cum Att: **[REDACTED]**

Career Undergrad Summary - Semester Hours

Local: Att: **[REDACTED]**  
Transfer: Att: **[REDACTED]**  
Total: Att: **[REDACTED]**

\*\*\* END OF ACADEMIC TRANSCRIPT \*\*\*

Issued in Sealed  
Envelope

*[Handwritten Signature]*

EXPLANATIONS OF LEGEND AND AUTHENTICITY STATEMENT ARE PEAK ONLINE SERVICES

# **I. Purpose**

The Nepotism policy is intended to mirror Section 15.160 of the Minneapolis Code of Ordinances, Ethics in Government which include a prohibition against nepotism in the workplace.

## **II. Policy**

No local official or employee shall be the immediate supervisor, or that supervisor's immediate supervisor, of a related person. The Human Resources Department will work with the affected related persons to resolve violations of this provision that exist because of existing supervisory relationships.

A local official or employee of the city shall not influence or attempt to influence the hiring, transfer, suspension, promotion, discharge, reward, discipline, or the adjustment of grievances of a related person.

A local official or employee of the city shall not influence, or attempt to influence the awarding of a city contract to a related person. No local official or employee shall be responsible for managing a city contract with a related person.

## **III. Definitions**

A. Related person shall mean a person in a marital relationship, a domestic partner relationship or other committed relationship with a local official or employee, or in a significant familial relationship with a local official or employee.

B. Significant familial relationship means:

1. By blood or adoption: parent, child, grandparent, grandchild brother, sister, half-brother, half-sister, uncle, aunt, nephew, niece, first cousin.
2. By marriage: husband, wife, stepparent, stepchild, stepbrother, stepsister, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, uncle, aunt, nephew, niece. Divorce terminates a significant familial relationship by marriage.

Last updated Oct. 23, 2012

You are required to complete and return this form to Human Resources.

By my signature, I acknowledge receipt of the nepotism provision of the City's Ethics Code, Chapter 15, *Ethics in Government*. I further acknowledge that I can access and review the Ethics Code in its entirety via CityTalk at <http://citytalk/policies/policies-council-code-of-ethics.pdf>.

|          |         |
|----------|---------|
| Filed By | CM      |
|          | 9-25-15 |

Print Name: Mark Thomas Hanneman

Job Title: Police Officer Department/Division: Police

Signature: *Mark Hanneman* Date: 07/23/2015

Completed Acknowledgement forms should be sent to:  
The Department of Human Resources, PSC Room 100

Every MPD employee is accountable for knowing and abiding by all policies and procedures contained within the Minneapolis Police Department Policy and Procedure Manual. The Manual is now available and accessible to every employee in electronic format on the MPD's internal website, "MPD Net."

|          |         |
|----------|---------|
| Filed By | CM      |
| Date     | 9-25-15 |

**To access the MPD Policy & Procedure Manual:**

1. Log on to any MPD-networked PC using standard user name format and personal password. (Standard log-on format is the first five letters of your last name, first and middle initial, followed immediately by the number *zero*, not the letter "O" (Example: jonesds0). If you do not have a password, contact the BIS Service Desk at 1-800-262-3112 for assistance in choosing one.
2. A properly executed logon will take the user to the Windows icon screen. Select the blue "e" (Internet Explorer) icon to open the MPD intranet web page.
3. The "MPD Manual" is accessible by clicking on "MPD Policy/Procedures" which is a link located on the left side of the webpage.
4. The manual is divided into ten volumes with general headings. Each volume is divided into sections with more specific headings. A single mouse click on the section of choice will open the manual to the selected section. The scroll bar or the up and down arrows on the right side will move the screen from page to page.

Special Orders are also published on the "MPD Net" website. Special Orders are new policies, policy revisions or deletions. Any changes can be reviewed on the Special Order. Once published, the new or revised policy is incorporated into or the deleted policy is deleted from the electronic MPD Policy and Procedure Manual.

**\*\*NOTE: The online manual is the most up-to-date version of the MPD Policy and Procedure Manual available anywhere in the department; therefore, it should be used as a definitive resource for policy issues.**

Every employee will be assigned an e-mail address. Special Orders and Administrative Announcements are distributed to all precincts, units and divisions as well as via e-mail to all MPD employees. It is each employee's responsibility to review their e-mail as well as MPD documents posted on roll call or informational boards in the precincts, units and divisions on a **regular basis**, as employees are responsible for knowing the content of all Special Orders and Administrative Announcements.

I understand that I am accountable for knowing and abiding by all policies and procedures contained within the Minneapolis Police Department Policy and Procedure Manual and that I will be held accountable for abiding by the policies and procedures contained therein.

I have read the instructions and understand how to access the online electronic version of the Minneapolis Police Department Policy and Procedure Manual.

*\*\*If you do not understand how to access the online manual, see your immediate supervisor for training until you are able to successfully access the online manual.\*\**

NAME: Mark Thomas Hanneman  
(Please print)

SIGNED: *Mark Hanneman*

BADGE/EMPLOYEE #: \_\_\_\_\_

DATE: 07/23/2015

**SIGNATURE AND RETURN OF THIS RECEIPT IS MANDATORY**

## Training Records

**Training History for:** Mark Hanneman

**Employee Id:** 002654

**Total Continued Education Credits:** 1162.0

**Total Instructor Credits:** 0.0

**Add** (Add training that are not associated with an existing Event/TimeSlot)

|      |        | Course  | Start Date | End Date   | Grade          | Continued Education Credits | Ins Cre |
|------|--------|---|------------|------------|----------------|-----------------------------|---------|
| Edit | Delete | 2020 Mobile Field Force Training Program, October   | 10/22/2020 | 10/22/2020 | Not Applicable | 7.00                        |         |
| Edit | Delete | 2020 Taser 7 Re-Certification Training Program, Multiple Dates                                  | 4/22/2020  | 4/22/2020  | Not Applicable | 4.00                        |         |
| Edit | Delete | 2020 Annual In-Service Training Program, Phase I, January - December, Multiple Dates            | 1/23/2020  | 1/23/2020  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2020 Annual In-Service Training Program, Phase I, January - December, Multiple Dates            | 1/22/2020  | 1/22/2020  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2020 Annual Semi-Automatic Handgun and Gas Mask Fit Testing, January - February, Multiple dates | 1/6/2020   | 1/6/2020   | PASS           | 1.00                        |         |
| Edit | Delete | 2019 Basic SWAT School-Day 4 (7 hr) CQB   | 12/11/2019 | 12/11/2019 | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 13-Alpha, Bravo & Charlie Squads Trng (Nov 12, 19, 26)                          | 11/26/2019 | 11/26/2019 | Not Applicable | 5.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 13-Entry & Logistics Teams Trng (Nov 20)  | 11/20/2019 | 11/20/2019 | Not Applicable | 6.00                        |         |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase III, September - December 2019                   | 11/19/2019 | 11/19/2019 | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase III, September - December 2019                   | 11/18/2019 | 11/18/2019 | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 12-Alpha, Bravo & Charlie Squads Trng (Oct 15,22,29)                            | 10/29/2019 | 10/29/2019 | Not Applicable | 3.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 12-Logistics Team Trng (Oct 23)   | 10/23/2019 | 10/23/2019 | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Fall Annual-Op 100 (Sep 19)   | 9/19/2019  | 9/19/2019  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Fall Annual-CQB; M4 Skill; TC3; Less Lethal; Range; Slow Search (Sep 17-18)           | 9/17/2019  | 9/18/2019  | Not Applicable | 12.00                       |         |
| Edit | Delete | 2019 SWAT-Fall Annual-Range Trng (Sep 16)   | 9/16/2019  | 9/16/2019  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Fall Annual-Entry/Logistics Trng (Sep 15)   | 9/15/2019  | 9/15/2019  | Not Applicable | 5.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 10-Alpha, Bravo & Charlie Squads Trng (Aug 20, 27 or Sep 03)                    | 9/3/2019   | 9/3/2019   | Not Applicable | 6.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 10-Logistics Team Trng (Aug 28)   | 8/28/2019  | 8/28/2019  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)                          | 8/13/2019  | 8/13/2019  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase II, (Apr-Aug/Sep 25-26)                          | 8/12/2019  | 8/12/2019  | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 EVOC Training Program, Multiple Dates  | 8/8/2019   | 8/8/2019   | Not Applicable | 7.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 09-Alpha, Bravo & Charlie Squads Trng (Jul 23; 30 or Aug 06)                    | 8/6/2019   | 8/6/2019   | Not Applicable | 6.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 09-Entry, Gas & Logistics Teams Trng (Jul 31)                                   | 7/31/2019  | 7/31/2019  | Not Applicable | 5.00                        |         |
| Edit | Delete | 2019 SWAT-Cycle 08-Logistics Team Trng (Jul 10)   | 7/10/2019  | 7/10/2019  | Not Applicable | 7.00                        |         |

|      |        |  |            |            |                |       |  |
|------|--------|--|------------|------------|----------------|-------|--|
| Edit | Delete | 2019 SWAT-Cycle 08-Alpha, Bravo, Charlie, Delta Squads Trng (Jun 25; Jul 02, 09, 16)                 | 7/2/2019   | 7/2/2019   | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Final Four Mandatory Orientation Session, March 11, 12, 13, 14, 2019                            | 3/13/2019  | 3/13/2019  | Not Applicable | 3.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase I, January - March 2019                               | 2/21/2019  | 2/21/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Annual In-Service Training Program, Phase I, January - March 2019                               | 2/20/2019  | 2/20/2019  | Not Applicable | 7.00  |  |
| Edit | Delete | 2019 Semi-Automatic Handgun Qualification ONLY, (Jan-Dec) multiple dates                             | 1/30/2019  | 1/30/2019  | PASS           | 1.00  |  |
| Edit | Delete | 2019 Semi-Automatic Handgun Qualification ONLY, (Jan-Dec) multiple dates                             | 1/29/2019  | 1/29/2019  | PASS           | 1.00  |  |
| Edit | Delete | 2019 Semi-Automatic Handgun Qualification and Gas Mask Fit Testing, January - February 2019, Multipl | 1/17/2019  | 1/17/2019  | PASS           | 1.00  |  |
| Edit | Delete | 2018 TASER Re-Certification Training Program, December, Multiple Dates                               | 12/20/2018 | 12/20/2018 | Not Applicable | 4.00  |  |
| Edit | Delete | 2018 FTO Training Program November 12-16, 2018   | 11/12/2018 | 11/16/2018 | Not Applicable | 35.00 |  |
| Edit | Delete | 2018 Annual In-Service Training Program, Multiple Dates  | 11/1/2018  | 11/1/2018  | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 Annual In-Service Training Program, Multiple Dates  | 10/31/2018 | 10/31/2018 | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 Shotgun and CIT Training Program, GROUP B, Multiple dates                                       | 8/28/2018  | 8/28/2018  | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 NARCAN and Procedural Justice Refresher, GROUP A, SWORN, Multiple Dates                         | 8/23/2018  | 8/23/2018  | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 M4 Rifle School (Aug 13-17)   | 8/13/2018  | 8/17/2018  | Not Applicable | 32.00 |  |
| Edit | Delete | 2018 SWAT-Cycle 09-Alpha, Bravo, Charlie Delta Squads Trng (Jul 24, 30, 31; Aug 7)                   | 7/24/2018  | 7/24/2018  | Not Applicable | 8.00  |  |
| Edit | Delete | 2018 SWAT-Cycle 08-Alpha, Bravo, Charlie & Delta Squads Trng (Jun 26; Jul 03, 10, 17)                | 7/17/2018  | 7/17/2018  | Not Applicable | 8.00  |  |
| Edit | Delete | 2018 SWAT-Cycle 08-Entry Team Trng (Jul 11)  | 7/11/2018  | 7/11/2018  | Not Applicable | 8.00  |  |
| Edit | Delete | 2018 SWAT-Cycle 07-Alpha, Bravo, Charlie & Delta Squads Trng (May 29; Jun 5, 12, 19)                 | 6/12/2018  | 6/12/2018  | Not Applicable | 8.00  |  |
| Edit | Delete | 2018 SWAT-Cycle 07-Unit Trng-Day 1-Rifle Team (Jun 6)  | 6/6/2018   | 6/6/2018   | Not Applicable | 9.00  |  |
| Edit | Delete | 2018 SWAT-Gas School/Chemical Munitions Cert (May 7-9)   | 5/9/2018   | 5/9/2018   | Not Applicable | 5.00  |  |
| Edit | Delete | 2018 SWAT-Cycle 06-Alpha, Bravo, Charlie & Delta Squads Trng (May 01, 08, 15, 22)                    | 5/8/2018   | 5/8/2018   | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 Firearms Instructor Certification and Qualification Training Program (Apr 24 or May 02)         | 5/2/2018   | 5/2/2018   | Not Assigned   | 9.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Search/Movement/TeamSkills/BearTruck/Comms/Planning/CQB & Wt (Apr 26)    | 4/26/2018  | 4/26/2018  | Not Applicable | 7.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Search/Movement/TeamSkills/BearTruck/Comms/Planning/CQB & Wt (Apr 25)    | 4/25/2018  | 4/25/2018  | Not Applicable | 9.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Breaching Tactics (Apr 24)   | 4/24/2018  | 4/24/2018  | Not Applicable | 2.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Firearms Trng (Apr 24)   | 4/24/2018  | 4/24/2018  | Not Applicable | 8.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Searching, Movement, Team Skills Prep (Apr 24)                           | 4/24/2018  | 4/24/2018  | Not Applicable | 3.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-Basic Weapons Handling Prep (Apr 23)                                     | 4/23/2018  | 4/23/2018  | Not Applicable | 4.00  |  |
| Edit | Delete | 2018 SWAT-Basic SWAT School-FSDD/Gas Mask/Chemical Munitions/Less Lethal/CART Certification (Apr 23) | 4/23/2018  | 4/23/2018  | Not Applicable | 9.00  |  |
| Edit | Delete | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1                 | 4/11/2018  | 4/12/2018  | Not Applicable | 7.00  |  |

## WorkForce Director

|      |        |  |            |            |                |        |  |
|------|--------|--|------------|------------|----------------|--------|--|
| Edit | Delete | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1         | 4/10/2018  | 4/11/2018  | Not Applicable | 7.00   |  |
| Edit | Delete | 2018 PIMS Basic Patrol Training Program, April 9-11, 2018, Night Session and Venue 1         | 4/9/2018   | 4/10/2018  | Not Applicable | 7.00   |  |
| Edit | Delete | 2018 Super Bowl LII, Law Enforcement Officer Orientation, January 09, 2018                   | 1/9/2018   | 1/9/2018   | Not Applicable | 6.00   |  |
| Edit | Delete | 2018 Annual Handgun Qualification and Gas Mask Fit Testing, January 2 - 19, 2018             | 1/2/2018   | 1/2/2018   | PASS           | 1.00   |  |
| Edit | Delete | 2017 Stadium Exercise, December 8, 2017, 1330-1800 hours                                     | 12/8/2017  | 12/8/2017  | Not Applicable | 5.00   |  |
| Edit | Delete | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/8/2017  | 12/8/2017  | Not Assigned   | 7.00   |  |
| Edit | Delete | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/7/2017  | 12/7/2017  | Not Assigned   | 7.00   |  |
| Edit | Delete | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/6/2017  | 12/6/2017  | Not Assigned   | 7.00   |  |
| Edit | Delete | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/5/2017  | 12/5/2017  | Not Assigned   | 7.00   |  |
| Edit | Delete | 2017 Firearms Instructor Training Program, December 4-8, 2017                                | 12/4/2017  | 12/4/2017  | Not Assigned   | 7.00   |  |
| Edit | Delete | 2017 TASER Re-Certification for Select MPD Personnel, May 2 or 3, 2017                       | 5/2/2017   | 5/2/2017   | Not Applicable | 4.00   |  |
| Edit | Delete | 2017 In-Service Training Program, Active Shooter, Super Bowl, Phase II, for Patrol           | 3/9/2017   | 3/9/2017   | Not Applicable | 10.00  |  |
| Edit | Delete | 2017 In-Service Program, Super Bowl, Phase I, PATROL, 10 hours                               | 2/22/2017  | 2/22/2017  | Not Applicable | 10.00  |  |
| Edit | Delete | 2017 Annual Semi-Automatic Handgun, Shotgun Qualification and Gas Mask Fit Testing, Jan- Feb | 1/9/2017   | 1/9/2017   | PASS           | 1.00   |  |
| Edit | Delete | 2016 Procedural Justice, Module 3, October - December, various dates                         | 11/7/2016  | 11/8/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 Shotgun and Defensive Tactics In-Service Training Program, September, various dates     | 9/26/2016  | 9/26/2016  | Not Applicable | 8.00   |  |
| Edit | Delete | 2016 CIT Training Program, August 22-26, 2016  | 8/26/2016  | 8/26/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 CIT Training Program, August 22-26, 2016  | 8/25/2016  | 8/25/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 CIT Training Program, August 22-26, 2016  | 8/24/2016  | 8/24/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 CIT Training Program, August 22-26, 2016  | 8/23/2016  | 8/23/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 CIT Training Program, August 22-26, 2016  | 8/22/2016  | 8/22/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 Body Worn Camera Patrol Training Program, Various Dates                                 | 7/18/2016  | 7/19/2016  | Not Applicable | 2.00   |  |
| Edit | Delete | 2016 Procedural Justice, Module 2, Various dates, May - July, 2016                           | 7/12/2016  | 7/12/2016  | Not Applicable | 8.00   |  |
| Edit | Delete | 2016 Procedural Justice, Module 1  | 2/11/2016  | 2/11/2016  | Not Applicable | 7.00   |  |
| Edit | Delete | 2016 Annual Semi-Automatic Handgun Qualification only  | 1/13/2016  | 1/13/2016  | PASS           | 1.00   |  |
| Edit | Delete | 2015 NARK II-Progressive System of Drug Identification-Basic Skills Course                   | 11/23/2015 | 11/23/2015 | Not Applicable | 0.00   |  |
| Edit | Delete | 2015 Taser X2/X26 Conducted Electrical Weapon User Certification (Nov 16)                    | 11/16/2015 | 11/16/2015 | PASS           | 0.00   |  |
| Edit | Delete | 2015 FEMA: IS-00800.b National Response Framework - An Introduction                          | 11/15/2015 | 11/15/2015 | PASS           | 0.00   |  |
| Edit | Delete | 2015 Drugs That Impair Driving (DTID) (Sep 30)   | 9/30/2015  | 9/30/2015  | Not Applicable | 0.00   |  |
| Edit | Delete | 2015 Standardized Field Sobriety Testing (SFST) (Sep 28-29)                                  | 9/28/2015  | 9/29/2015  | Not Applicable | 0.00   |  |
| Edit | Delete | 2015 Academy-Recruit Class (#1)  | 8/9/2015   | 12/17/2015 | Not Applicable | 620.00 |  |
| Edit | Delete | 2010 FEMA IS-00200.a ICS for Single Resources and Initial Action Incidents                   | 9/12/2010  | 9/12/2010  | PASS           | 0.00   |  |

|      |        |  |           |           |      |      |  |
|------|--------|--|-----------|-----------|------|------|--|
|      |        |  |           |           |      |      |  |
| Edit | Delete | 2010 FEMA IS-00700.a NIMS-An Introduction  | 9/12/2010 | 9/12/2010 | PASS | 0.00 |  |
| Edit | Delete | 2010 FEMA IS-00100LE.a Introduction to Incident Command System ICS-100 for Law Enforcement | 9/11/2010 | 9/11/2010 | PASS | 0.00 |  |

**Minneapolis**  
City of Lakes

**Police Department**

Janeé L. Harteau  
Chief of Police

350 South 5th Street - Room 130  
Minneapolis MN 55415-1389

612 673-2735  
TTY 612 673-2157

|          |         |
|----------|---------|
| Filed By | CM      |
| Date     | 9-25-15 |

**All MPD Personnel:**

**RE: Important Message Concerning Email**

This is a reminder that email privileges are governed by the City of Minneapolis Electronic Communication Policy. The Policy is located on the Intranet at: [http://www.ci.minneapolis.mn.us/policies/policies\\_electronic-communications-policy](http://www.ci.minneapolis.mn.us/policies/policies_electronic-communications-policy). Electronic communications are public data and must reflect a positive, professional image of the City of Minneapolis.

The policy covers all electronic communications, including the City's email, and internal and external websites. Every person who was given or has gained access to the City's computer system is responsible for adhering to City standards when electronic communications are sent, received, forwarded, saved or otherwise disseminated. Anyone who uses this system in a manner that is not consistent with City policies may be subject to disciplinary action, up to and including termination.

Employees are prohibited from intentionally viewing, sending or disseminating inappropriate email materials, including harassing, threatening or obscene materials (any materials with ANY sexual connotation). You are encouraged to advise anyone who sends or disseminates such inappropriate materials to stop from doing so. If you view such materials or receive such materials from a City employee, vendor, volunteer or other agent of the City, report it to your immediate supervisor, the Human Resources Generalist, or the Minneapolis Police Department's Internal Affair Unit. Do not delete the information from your computer until appropriate authorities have had an opportunity to retrieve the information for their investigation. Employee email and/or electronic files may be audited in an attempt to determine if the policy is being violated.

Sincerely,



Chief of Police Janeé Harteau

Name Mark Thomas Hanneman Employee Number \_\_\_\_\_

(Print)

Signature Mark Hanneman Date 07/23/2015

(Acknowledgment Receipt)

**311**

City Information  
and Services

[www.minneapolismn.gov](http://www.minneapolismn.gov)  
Affirmative Action Employer

Print by **CM**  
Date **9-25-15**

## 2014-00009 - Police Officer (Recruit)

Contact Information -- Person ID: **13.43**

Name: Mark T Hanneman Address: **13.43 - Personnel Data**  
Home Phone: **13.43 - Personnel Data** Alternate Phone:  
Email:

## Personal Information

Driver's License:  
Can you, after employment, submit proof of your legal right to work in the United States?  
What is your highest level of education?

**13.43 - Personnel Data**

Bachelor's Degree

## Education

## College

*Alexandria Technical College*  
www.alextech.edu  
8/2008 - 7/2009  
Alexandria, Minnesota

Did you graduate: Yes  
College Major/Minor: Law Enforcement Career  
Transition Online  
Units Completed: 2 Semester  
Degree Received: Other

## College

*South Dakota State University*  
www.sdstate.edu  
1/2006 - 5/2008  
Brookings, South Dakota

Did you graduate: Yes  
College Major/Minor: Sociology Major, Criminal  
Justice Minor  
Units Completed: 6 Semester  
Degree Received: Bachelor's

## College

*University of Minnesota - Twin Cities*  
www.umn.edu  
8/2005 - 12/2005  
Minneapolis, Minnesota

Did you graduate: No  
College Major/Minor: Undeclared  
Units Completed: 1 Semester  
Degree Received: No Degree

## High School

*Hutchinson High School*  
www.isd423.org/high-school/  
9/2001 - 6/2005  
Hutchinson, Minnesota

Did you graduate: Yes  
Highest Level Completed: 12  
Did you receive a GED? No  
Degree Received: High School Diploma

## College

*Ridgewater College*  
www.ridgewater.edu  
8/2003 - 5/2005  
Hutchinson, Minnesota

Did you graduate: No  
College Major/Minor: Undeclared (PSEO Student)  
Units Completed: 4 Semester  
Degree Received: No Degree

## Work Experience

## Police Officer

2/2010 - Present  
City of Hutchinson  
www.ci.hutchinson.mn.us  
10 Franklin Street SW  
Hutchinson, Minnesota 55350  
320-587-2242

Hours worked per week: 40  
Monthly Salary: \$4,193.00  
# of Employees Supervised: 0  
Name of Supervisor: Joseph Nagel - Sergeant  
May we contact this employer? **13.43**

**Duties**

I am currently a police officer with the City of Hutchinson. I enforce the laws of the state of Minnesota as well as the ordinances of the city. I respond to calls for service and use my skills to assist and protect the citizens of the city in any way I can. Additionally I proactively patrol the city and take action whenever I can to make the city a better place.

**Reason for Leaving****13.43 - Personnel Data****Communications Specialist (Dispatcher)**

6/2008 - 2/2010

City of Hutchinson  
www.ci.hutchinson.mn.us  
10 Franklin Street SW  
Hutchinson, Minnesota 55350  
320-587-2242

Hours worked per week: 40  
Monthly Salary: \$3,360.00  
# of Employees Supervised: 0  
Name of Supervisor: Eric Killian - Sergeant  
May we contact this employer? **13.43**

**Duties**

I received and disseminated telephone calls in the dispatch center. I also monitored several public safety radio talkgroups and oversaw the communications of police, fire, and EMS in the area. Additionally I completed records entry work and other clerical duties.

**Reason for Leaving****13.43 - Personnel Data****Student Officer**

9/2006 - 5/2008

South Dakota State University Police Department  
www.sdstate.edu/safety  
926 Harvey Dunn Street  
Brookings, South Dakota 57006  
605-688-5117

Hours worked per week: 15  
Monthly Salary: \$500.00  
# of Employees Supervised: 0  
Name of Supervisor: Cora Olson - Corporal  
May we contact this employer? **13.43**

**Duties**

I enforced the parking signage on campus. I wrote parking citations to violators. I provided event security at sporting events and other university functions. I conducted night rounds, in which I patrolled the campus on foot during nighttime hours and sought out criminal activity.

**Reason for Leaving****13.43 - Personnel Data****Park Patrol Officer**

5/2007 - 8/2007

City of Hutchinson  
www.ci.hutchinson.mn.us  
10 Franklin Street SW  
Hutchinson, Minnesota 55350  
320-587-2242

Hours worked per week: 32  
Monthly Salary: \$800.00  
# of Employees Supervised: 0  
Name of Supervisor: Thomas Gifferson - Lieutenant  
May we contact this employer? **13.43**

**Duties**

I patrolled the city via bicycle and served as a conduit for community policing. I specifically patrolled the city's parks and interacted with visitors. If I discovered criminal activity I contacted a licensed officer to assist me. I also assisted licensed officers in any way I could and took part in many large city events, particularly in a security roll.

**Reason for Leaving****13.43 - Personnel Data****Certificates and Licenses**

## 13.43 - Personnel Data

### Skills

#### Office Skills

Typing: 97

Data Entry: 29100

### Additional Information

#### Volunteer Experience

I volunteer for a local music festival in Hutchinson called Riversong. It takes place during July of each year. I serve on the steering committee and hold the position of chair of the technology committee. I have done so since 2011. Each month I attend a meeting and arrange and carry out the setup of the festival's sound, lighting, and staging needs. I have four people who work under me on this committee and help me make my area of the festival a success.

#### Additional Information

I am the City of Hutchinson's ARMER System Manager. I am a voting member of the South Central Regional Advisory Committee. Meetings for this committee occur monthly in Mankato. Along with my operations lieutenant I manage and maintain the city's ARMER radios and ensure that all radio-related issues are resolved.

Interests & Activities

**13.43 - Personnel Data**

I serve on the city of Hutchinson's Bicycle and Pedestrian Safety Committee. I meet monthly with city leaders and community members to promote bicycle and pedestrian safety within the community.

Additional Information

I am a member of the Hutchinson Police Department's Special Response Team (SWAT team). I am certified as a basic operator and my primary role on the team is entry. I have attended a ballistic shield course and have deployed with a shield in the team's operations.

References



**13.43 - Personnel Data**

Resume

Text Resume

City of Minneapolis has chosen not to collect this information for this job posting.

Attachments

| Attachment | File Name | File Type | Created By |
|------------|-----------|-----------|------------|
|------------|-----------|-----------|------------|



**13.43 - Personnel Data**

# 13.43 - Personnel Data

## Agency-Wide Questions

1. Q: Have you ever been employed by the City of Minneapolis?

A: No -- I have never been employed by the City

2. Q: For City of Minneapolis employees, in which department do you work?

A:

3. Q: For City of Minneapolis employees, please provide your job title.

A:

4. Q: For City of Minneapolis employees, please provide your employee ID or Badge number.

A: 002654

5. Q: Do you have any related persons who work for the City of Minneapolis?

A: 13.43 - Personnel Data

6. Q: If you answered "Yes" to the nepotism question above, provide the related person's name, department they currently work in at the City, and their relationship to you.

A: 13.43 - Personnel Data

7. Q: Are you a veteran who is requesting Veterans' Preference Points? If yes, complete and attach to your application the Veterans Preference Form and your DD-214 showing discharge type.

A: 13.43 - Personnel Data

8. Q: The City of Minneapolis provides applicant notifications and status updates electronically.

A: I understand that all notices and status updates will be sent to the e-mail address I provided in my application.

## Supplemental Questions

1. Q: Are you able to fluently speak, write, and understand any of the following languages? (Check all that apply)

A: None of the above

2. Q: Do you have a Bachelor's Degree?

A: Yes

3. Q: Do you have a Master's Degree?

A: No

4. Q: How much previous law enforcement experience do you have?

A: More than 5 years

5. Q: Are you a Minneapolis resident?

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6. Q: How did you find out about this position? (Select all that apply)

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