



■ **FTP**

Agency Orientation/ Department Policies

AGENCY-SPECIFIC TRAINING

During the orientation period, the trainee shall be given an opportunity to become familiar with the specific training requirements of his/her agency. The trainee shall have been scheduled for and successfully completed the following training prior to starting the uniformed patrol field training program:

1.1.01 Firearms/Weapons qualification

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								

1.1.02 Arrest and control techniques

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								

1.1.03 Impact weapon qualification

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								

AGENCY ORIENTATION

1.1.04 The trainee will discuss his/her duties and obligations and demonstrate a working knowledge of the agency's organization, functions, work schedule, chain of command, and rules and regulations.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.05 The trainee shall review and briefly explain agency directives, rules, and regulations pertaining to:

- A. Standard of conduct on and off duty (values, ethics, principles)
- B. Rules governing outside employment
- C. Regulations on carrying weapons off duty
- D. Hours of all shifts and absence reporting requirements
- E. Interaction with associated law enforcement agencies
- F. News media release laws, rules and regulations
- G. Security of agency facilities
- H. Any additional agency-specific directives, rules and regulations

Reference: G.O. 300, 342, 346, 430, 1000, 1018 and 1040

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.06 The trainee shall review and explain department General Orders related to:

- A. Use of Force
- B. Use and Discharge of Firearms
- C. Domestic Violence
- D. Emergency Vehicle Operations
- E. Sexual Harassment
- F. Use of Less-Lethal Weapons
- G. Protective Orders
- H. Hate Crimes
- I. Child Abuse Investigations
- J. Response to Fire / Bomb Calls
- K. Private Persons Arrest
- L. Arrest or Detention of Foreign Nationals
- M. Property / Evidence Policy

Reference: G.O. 300, 302, 310, 314, 316, 318, 326, 328, 336, 356, 402, 418, 424, 806

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.07 The trainee shall be oriented to the work area, including:

- A. Introductions to key personnel
- B. Equipment and supply locations

Reference:

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	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.08 The trainee shall know the operation of and agency policy regarding authorized personal equipment, safety equipment, and agency equipment used by officers in the field.

Reference: G.O. 700

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.09 The trainee shall review and explain what constitutes unauthorized equipment.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.10 The trainee shall review and explain agency policy on uniforms and equipment damage.

Reference: G.O. 1046

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.11 The trainee shall demonstrate the procedures for obtaining and using the following items:

- A. Vehicle
- B. Hand-held radio
- C. Firearms/Weapons
- D. Ammunition
- E. Special equipment (i.e., helmet, mace, gas mask, etc.)
- F. Report forms
- G. Flares

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

COMMUNITY ORIENTATION / GEOGRAPHIC LOCATIONS

1.1.12 The trainee shall know the following locations within the agency's jurisdiction:

- A. Hospital(s)
- B. Firehouse(s)
- C. Bars and "hot" spots
- D. Schools
- E. Community service organizations, local shelters
- F. Park and recreation areas
- G. Hazardous material/priority locations (refineries, WMD potential targets, etc.)
- H. Animal Shelter

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.13 The trainee shall know the names and locations of important types of roadways in the community or assigned area. These shall include:

- A. Major arteries
- B. "Through streets"
- C. Dead-end streets

1.1.13 continued

- D. Freeways
- E. Fire trails or other special access routes
- F. Kendall Hall
 - 1. President's Office, Rm. 105
 - 2. Vice-President Academic Affairs, Rm. 106
 - 3. Vice-President Business and Finance, Rm. 107
 - 4. Vice-President for Student Affairs, Rm. 110
- G. Bell Memorial Union (BMU)
 - 1. Basement and Logan's Run
 - 2. First floor
 - 3. Second floor
 - 4. Third floor
 - 5. Bookstore
 - 6. Store Manager's Office
 - 7. General Manager's Office
 - 8. Accounting Office
 - 9. Market Place Café
- H. Meriam Library
 - 1. Main Circulation
 - 2. Special Resources
- I. Student Housing
 - 1. Whitney Hall
 - 2. Shasta Hall
 - 3. Lassen Hall
 - 4. Esken Hall
 - 5. Mechoopda Hall
 - 6. Konkow Hall
 - 7. University Village (1325 Nord Ave)
 - 8. Sutter Hall/UHUB
- J. Computer Areas on Campus
 - 1. Computer Services (Butte Hall 4th floor)
 - 2. Computer Labs/Smart Rooms (See Appendix-A)
 - 3. Tehama Hall 3rd floor
- K. Health Center
 - 1. Nurse Station
 - 2. Emergency Treatment Room
 - 3. Pharmacy
- L. Warrens Reception Center- 341 Mansion Ave (459PC Alarm)
- M. Facilities Management
 - 1. Administration Office and Grounds
 - 2. Boiler Chiller Plant / Greenhouses
 - 3. S Building (459PC Alarm)
 - 4. R Building (459PC Alarm)
 - 5. Patrol vehicle washing area
 - 6. Key Shop
- N. University Farm
 - 1. Administration Office
 - 2. Meat Lab

3. Greenhouses
- O. Wildcat Activity Center (WREC)
 1. Pool/Chemical storage locations
 2. Video Surveillance
- P. Student Services Center
 1. Cashiering/Vault
- Q. Emergency Operations Center and Environmental Health
- R. Arts Building (Taylor 2)

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.1.14 The trainee shall know the jurisdictional boundaries, beats, districts, or sector assignments utilized by the agency.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

SUPPORT SERVICES

- 1.1.15 The trainee shall identify the location and general function of each of the following:
- A. City Hall or County Administration Building
 - B. Superior and Juvenile Courts
 - C. District Attorney's Office
 - D. Probation Department
 - E. Health Department and/or Coroner's Office
 - F. Emergency Hospital (including emergency entrance, psychiatric facilities and entrance, police parking area, and any other agency-utilized rooms or departments)
 - G. County/City Jail(s)
 - H. Welfare Department
 - I. Juvenile Hall
 - J. State and Federal law enforcement agencies, including:
 1. California Highway Patrol – CHP
 2. Department of Motor Vehicles – DMV
 3. Federal Bureau of Investigations – FBI
 4. Postal Inspectors
 5. Bureau of Narcotic Enforcement – BNE

6. Secret Service
7. Immigration and Naturalization Service – INS
8. Bureau of Alcohol, Tobacco, and Firearms – ATF
9. Military Police
10. US Marshall Service
11. Railroad Police (Union Pacific)
12. Chico Police Department/Sub-station

K. Additional support services (Service Centers, Child Protective Services, etc.)

1. Safe Place

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.16 The trainee shall explain the proper utilization of agency or request for allied agency special teams/units, including:

- A. SRT/SWAT
- B. K-9
- C. Search and Rescue
- D. Critical Response Unit
- E. Additional Agency-specific units (Mental Health Units/Liaisons; Bomb Squad, CARE, Hostage Negotiation)

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.1.17 The trainee shall know hazardous campus locations that may contain the following types of hazards: (Flammable liquid storage, Toxic and unstable chemicals, Radioactive materials, and Oxygen acetylene cylinders.)

- A. Plumas Hall
 1. Flammable liquids (Lab area)
 2. General chemical storage (Rm. 312)
- B. Physical Science Building
 1. Radioactive materials (Rms. 121A, 121B, 121C & 123)

AGENCY ORIENTATION / DEPARTMENT POLICIES

2. General chemical storage (Rms. 210, 214 & 214A)
 3. Flammable, toxic and unstable chemical storage (Rms. 304A, 313, 313A, 313B & 313C)
 4. Radioactive machines or sources (Rms. 104, 108, 123, 132 & 312)
- C. Facilities Management
1. Chemical storage building (near garage)
 2. Paint shop
 3. Property Management (east side Temp. Building)
- D. Holt Hall
1. Flammable liquid and radioactive storage (Rm. 301 A-J)
 2. General chemical storage (Rm. 325)
 3. Radioactive machines or sources (Rm. 301 & 307)

Check with Hazardous Material Section in the Dispatch center for classification and warning labels in the above areas.

Hazardous Materials Contact Personnel (898-5126)

1. Marvin Pratt (Director of EHS)
2. Richard Perrelli (EHS)
3. Katherine Kinch (EHS office)
4. Kenny Wahl (EHS Hazardous Materials)
5. Yvette Streeter (Emergency Prep)

Reference: G.O. 414

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIATED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:



■ FTP

Officer Safety

CONTACT AND COVER (PRIMARY/BACKUP)

1.2.01 The trainee shall explain and demonstrate contact officer tactics and responsibilities to include:

- A. Primary responsibility dealing with situation/suspect(s)/victim(s)/witness (es)/RPs
- B. Records incident information (FIs)
- C. Performs pat down and custody search of suspect(s)
- D. Issues all citations
- E. Recovers evidence and contraband
- F. Handles routine radio communications
- G. Relays pertinent information to cover officer and medical personnel
- H. Watches hand movement

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.2.02 The trainee shall explain and demonstrate cover officer tactics and responsibilities to include:

- A. Approach
- B. Cover positions with vehicle(s) and person(s)
- C. Position of advantage
- D. What to watch for:
 - 1. Hands in pockets or otherwise concealed
 - 2. Weapons or contraband
 - 3. Hostility or anger
 - 4. The approach of other persons or vehicles
 - 5. Symptoms of intoxication or illness
 - 6. Potential reactions and escape
- E. Communications with contact officer/danger signals
- F. Position of assistance, if needed, during arrest
- G. Provides assistance as directed by contact officer

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.2.03 The trainee shall discuss the roles of the contact and cover officers during and after a pursuit, felony car stop, or foot chase. These shall include:

- A. Radio responsibilities
- B. Firearms/Weapons systems
- C. Position to assume after the vehicle or person is stopped
- D. Officer-to-officer communication

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.2.04 The trainee shall safely and effectively demonstrate the responsibilities of **both** the contact and cover officer positions during:

- A. Calls for service
- B. "In-progress" calls
- C. Pedestrian stops
- D. Traffic stops
- E. High-speed pursuit, felony stop, and/or foot chase

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

BODY ARMOR

- 1.2.05 The trainee shall discuss benefits, limitations, and characteristics of protective body armor, including.

- A. Benefits of wearing
- B. Types of body armor

- C. Level of protection against firearms
- D. Level of protection against knives and other penetrating weapons

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

OFFICER SURVIVAL

- 1.2.06 The trainee shall identify and explain the importance of physical, mental, and emotional conditioning in officer survival. These shall minimally include:

- A. Concept of tactical retreat
 - 1. Pre-planning (mental scenarios)
 - 2. Reduction of unnecessary risks (stress management, “keeping your cool”)
- B. Mental conditioning
 - 1. Will to live
 - 2. Continue to fight, regardless of odds
 - 3. Mental alertness
 - 4. Self-confidence
- C. Physical conditioning
 - 1. Agency policy on physical fitness and officer standards
 - 2. Role of good health and nutrition
- D. Weapon retention

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:



■ FTP

Ethics

ETHICS

- 1.3.01 The trainee shall identify law enforcement ethical standards (Law Enforcement Code of Ethics, Oath of Honor, and the Code of Conduct) and explain or demonstrate how they apply to ethical decision-making.

Reference: *General Orders 1000*

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.3.02 The trainee shall demonstrate the ability to accept responsibility for his/her actions.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.3.03 The trainee shall illustrate, through explanation or example, the following aspects of ethical conduct:
1. An officer shall not engage in any conduct or activities on or off duty that reflect discredit on the officer, bring the department into disrepute, or impair its efficient and effective operation.
 2. Officers shall conduct themselves in a manner that will foster cooperation among members of the department, showing respect, courtesy, and professionalism in their dealings with one another.
 3. Officers shall not use language or engage in acts that demean, harass, or intimidate another. (Refer to agency policy)
 4. Officers shall conduct themselves toward the public in a civil and professional manner that implies a service orientation and that will foster public respect and cooperation.
 5. Officers shall treat violators with respect and courtesy, guard against employing an officious or overbearing attitude or language that may belittle, ridicule, or intimidate the individual, or act in a manner that unnecessarily delays the performance of duty.

6. While recognizing the need to demonstrate authority and control over criminal suspects and prisoners, officers shall adhere to the department's use-of-force policy and shall observe the civil rights and protect the well being of those in their charge.

Reference: G.O. 1000

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.3.04 The trainee shall recognize his/her responsibility to intervene to stop offenses (unlawful/unethical acts) by other officers in order to maintain or restore professional control over a given situation or to improve the professional quality of future interactions.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.3.05 The trainee shall identify and evaluate methods for handling unethical or criminal conduct on the part of a fellow officer.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.3.06 The trainee shall identify and discuss problems associated with some common ethical decisions, including:

- A. Non-enforcement of specific laws by personal choice
- B. Acceptance of gratuities
- C. Misuse of sick time, etc.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.3.07 The trainee shall review and explain the General Orders and/or policy and procedures associated with conduct both on and off duty.

Reference: G.O. 1000

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

DECISION MAKING

1.3.08 The trainee shall explain the most common limitations of their discretionary authority, to include:

- A. Law
- B. Departmental policy and procedure
- C. Departmental goals and objectives
- D. Community expectations
- E. Officer safety

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.3.09 The trainee shall identify the potential consequences of inappropriate discretionary decision making, including:

- A. Death or injury
- B. Additional crime
- C. Civil and vicarious liability
- D. Discipline
- E. Embarrassment to department
- F. Relationship with the community

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.3.10 Given various scenarios, simulated incidents, or calls for service the trainee shall identify and conclude which of the following are acceptable decisions:

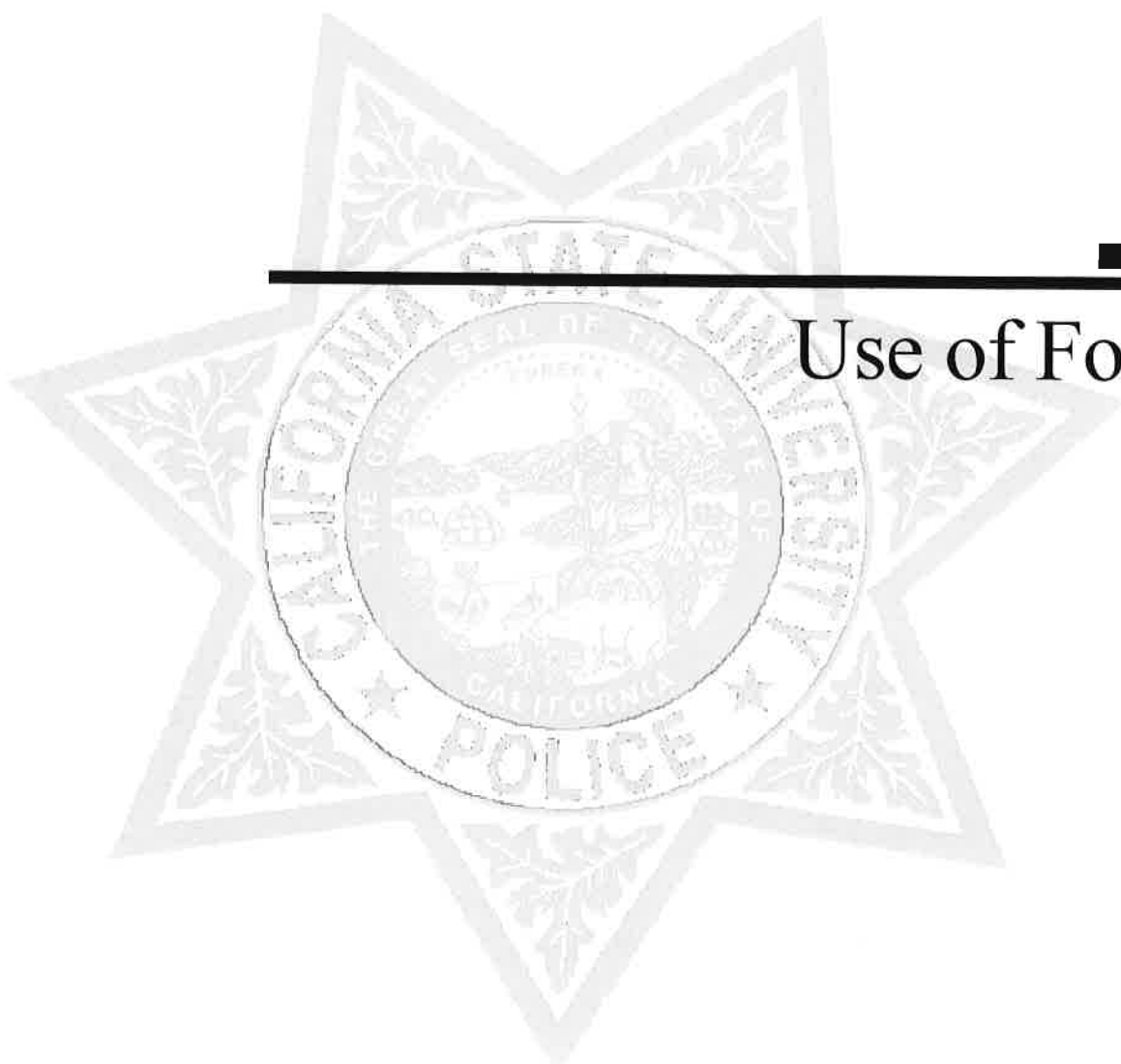
- A. Arrest
- B. Cite and Release
- C. Referral
- D. Verbal warning
- E. No action

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

■ FTP

Use of Force



LEGAL AND ETHICAL ISSUES

- 1.4.01 The trainee shall review and discuss the legal and ethical considerations pertaining to the use of force, including “reasonable force.”

Reference: 835 PC; 835a PC; 843 PC; 198 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
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Trainee								
Comments:								Case/Report No.:

- 1.4.02 The trainee shall explain agency policy, legal ramifications, and civil liabilities attached to both the officer and the agency through the use of physical force or deadly force.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 1.4.03 The trainee shall identify and evaluate situations that justify the use of deadly force and those situations that do not justify such use.

Reference: 196 PC; 198 PC; 835a PC; 843 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

FORCE OPTIONS

1.4.04 The trainee shall explain what is meant by 'force options' and provide examples of each that would fall within legal and moral limits, to minimally include:

- A. Non-verbal/police presence
- B. Verbal (Tactical communication)
- C. Physical (Weaponless)
- D. Less lethal weapons, including:

CHEMICAL AGENTS

The trainee shall explain the regulations governing the use of chemical agents, including the follow-up procedures for persons who have had it applied to them, and the reporting procedures in cases where it is used.

IMPACT WEAPONS

- 1. The trainee shall know when and how to effectively use the police baton/impact weapon in an authorized manner.
- 2. The trainee shall identify the vital-body points and bone edges recognized as baton/impact weapon "target" areas.
- 3. The trainee shall identify those body points that are potentially lethal when struck by a baton/impact weapon.

ADDITIONAL AGENCY APPROVED LESS-LETHAL WEAPONS (including Conductive Energy Weapons, Pepper Ball and/or Bean Bag Weapons, etc.)

E. **Deadly force**

The trainee shall explain considerations to be made when determining whether or not to resort to the use of deadly force. These considerations shall minimally include:

- 1. Type of crime and suspect(s) involved
- 2. Threat to the lives of innocent persons
- 3. Law and agency policy
- 4. Officer's present capabilities
- 5. Capabilities of officer's weapon

Reference: G.O. 300, 310, and 312

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Trainee								
Comments:								Case/Report No.:



■ FTP

Patrol Vehicle Operations

PATROL VEHICLE INSPECTION

1.5.01 The trainee shall explain the purposes of a vehicle inspection prior to driving. These shall minimally include:

- A. Prevention of accidents
- B. Promotion of operational efficiency
- C. Reduction of maintenance and repair costs
- D. Location of contraband, evidence, or property

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.5.02 The trainee shall point out the location and describe the use of the following:

- A. Rear door locks
- B. Trunk and hood release
- C. Firearms/Weapon release systems
- D. Emergency lights and siren switches
- E. Flares
- F. First aid equipment/AED
- G. Radio
- H. Spare tire release
- I. Jack and handle
- J. Spare tire
- K. Engine fluid compartments and dip sticks
- L. Bicycle Horns for transporting bicycle

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

1.5.03 The trainee shall explain agency policy regarding requests for vehicle service in the field.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.5.04 The trainee shall explain agency policy regarding proper maintenance of the police vehicle. This explanation shall minimally include:

- A. The procedure for regular maintenance and service of patrol vehicles
- B. The procedure for turning in a damaged or mechanically deficient vehicle for repair
- C. The proper documentation to be completed

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.5.05 The trainee shall conduct a patrol vehicle pre-shift inspection, to include:

- A. Visual check of vehicle exterior for damage and the tires for wear and proper inflation
- B. An inspection of the trunk for the spare tire and required equipment
- C. An operations check of the vehicle equipment (lights, horn, etc.) and the emergency equipment (light bar, siren, public address system, etc.)
- D. An inspection of the firearms/weapons and release systems
- E. An inspection of vehicle interior that includes checking behind the sun visors, in the glove box, and beneath the seats for contraband, evidence, property, or items left from a previous shift

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

PATROL VEHICLE OPERATIONAL SAFETY

1.5.06 The trainee shall review and explain agency policy on approved driving techniques, including:

- A. Backing
- B. Parking
- C. Right-of-way violations
- D. Passing
- E. Excessive speed

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.5.07 The trainee shall discuss the factors which influence the overall stopping distance of a vehicle, including:

- A. Driver condition
- B. Vehicle condition
- C. Environmental conditions, including road surfaces
- D. Vehicle speed
- E. Reaction time and distance
- F. Braking distance
- G. Knowledge of anti-lock braking systems
- H. High Visual Horizon

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.5.08 The trainee shall identify the components of “defensive driving.” These shall include:

- A. Driver attitude
- B. Driver skill
- C. Vehicle capability
- D. Seat belt usage

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

1.5.09 The trainee shall identify driver attitudes that can contribute to the occurrence of traffic accidents, including:

- A. Over-confidence
- B. Impatience (including “road rage”)
- C. Self-righteousness

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.5.10 The trainee shall discuss the effects of driver fatigue, including:

- A. Lower visual efficiency
- B. Slower reaction time

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 1.5.11 The trainee shall drive the vehicle in a safe and alert manner complying with all laws, regulations, and policies.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

EMERGENCY VEHICLE OPERATIONS/PURSUIT

- 1.5.12 The trainee shall review and explain the agency's policy concerning pursuits and code-three driving.

Reference: G.O. 314

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

- 1.5.13 The trainee shall identify the tactics that should be utilized by the driver of an emergency vehicle while in a pursuit or any other emergency response. These tactics shall minimally include:
- A. Slowing for intersections
 - B. Careful observation at cross streets
 - C. Caution when passing other vehicles
 - D. Constant alertness for any unforeseen hazard
 - E. Using a well-planned route of travel in emergency response situations

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.5.14 The trainee shall discuss those factors to consider in determining whether to continue or abandon a pursuit. These factors shall minimally include:

- A. Amount of other traffic, both vehicular and pedestrian
- B. Road hazards and road conditions
- C. Environmental conditions
- D. Capability and condition of patrol vehicle and driver
- E. Seriousness of the crime(s) in relation to potential likelihood of causing injury to innocent persons or damage to property
- F. Whether vehicle or driver can be identified

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

1.5.15 Given a simulated or an actual emergency response or pursuit, the trainee shall demonstrate safe and effective driving practices.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

VEHICLE OPERATION LIABILITY

1.5.16 The trainee shall discuss how an officer operating a law enforcement vehicle under non-emergency conditions is subject to the same "rules of the road" as any other driver.

Reference: 21052 VC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

- 1.5.17 The trainee shall explain the situations in which the driver of an authorized emergency vehicle is exempt from the Vehicle Code provisions listed in Section 21055, including:

- A. Responding to an emergency call
- B. Engaged in a rescue operation
- C. In pursuit of a violator
- D. Responding to a fire alarm

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.5.18 The trainee shall explain the exemption requirements of the Vehicle Code regarding the use of red lights and siren, under Sections 21055(b) and 21807.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.5.19 The trainee shall explain the conditions under which he/she or their agency may be held liable for deaths, injury, or property damage which occur while an emergency vehicle is being operated with red lights and siren (Code 3), including:

- A. Failure to drive with due regard for the safety of all persons described in VC Section 21056
- B. When the agency has not adopted a written policy on police pursuits in compliance with VC Section 17004.7
- C. A negligent or wrongful act or omission by an employee of the entity described in VC Section 17001
- D. When not in immediate pursuit of an actual or suspected violator or responding to a bona fide emergency as described in VC Section 17004

Reference:

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F.T.O.								
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■ FTP

Community Relations/ Professional Demeanor

COMMUNITY RELATIONS AND SERVICE

1.6.01 The trainee shall explain the agency's responsibilities to community service.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.6.02 The trainee shall identify roles encompassed in the agency's responsibilities to provide community service. Those roles may include:

- A. Protect life and property
- B. Maintain order
- C. Crime prevention
- D. Public education
- E. Delivery of service
- F. Enforcement of law(s)
- G. Community partnerships, such as:
 - 1. COPS
 - 2. PAL
 - 3. DARE
 - 4. Any other agency-specific programs

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Comments:								Case/Report No.:

PROFESSIONAL Demeanor AND COMMUNICATIONS

- 1.6.03 The trainee shall identify the basic principles of a profession and discuss the professional aspects of law enforcement.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 1.6.04 The trainee shall explain the various methods by which citizens evaluate law enforcement agencies and their officers.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 1.6.05 The trainee shall identify verbal factors which could contribute to a negative response from the public, including:

- A. Profanity
- B. Derogatory language
- C. Ethnically offensive terminology

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.6.06 The trainee shall identify non-verbal factors which could contribute to a negative response from the public, including:

- A. Officious and disrespectful attitude
- B. Improper use of body language
- C. Improper cultural response

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

1.6.07 The trainee shall discuss why it may be beneficial to explain the reasons for actions taken to inquiring citizens.

Reference:

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Trainee								
Comments:								Case/Report No.:

1.6.08 The trainee shall conduct telephone conversations in a professional manner.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

- 1.6.09 The trainee shall demonstrate the ability to communicate with any segment of the public in such a way as to enhance police service and community attitudes toward the police. This can be demonstrated through:

- A. Community contacts
- B. Business contacts
- C. Community involvement
- D. Positive role modeling
- E. Mentoring

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
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CULTURAL DIVERSITY

- 1.6.10 The trainee shall explain how the culture of the community can have an affect on the community's relationship with his/her agency.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 1.6.11 The trainee shall identify cultural motivations and biases that may affect professional ethics and the law.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 1.6.12 The trainee shall assess and explain ways in which he/she can increase the trust of the community he/she serves.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

RACIAL PROFILING

- 1.6.13 The trainee shall distinguish that effective police work profiles behavior rather than race.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.6.14 The trainee shall recognize that 13519.4(f) PC states, “a law enforcement officer shall not engage in racial profiling,” and that it applies to all protected classes including gender and religion.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
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Trainee								
Comments:								Case/Report No.:

- 1.6.15 The trainee shall explain the 4th and 14th amendments of the US Constitution and how they define law enforcement activities that pertain to racial profiling.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.6.16 The trainee shall discuss how the history of the community can have an affect on the community's relationship with his/her agency.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.6.17 The trainee shall be able to summarize and apply the agency's policy regarding racial profiling.

Reference: G.O. 404

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

CRIME PREVENTION

- 1.6.18 The trainee shall demonstrate the knowledge and skills necessary to gain citizen support and participation in the prevention of crime.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.6.19 The trainee shall give examples of general forms of crime prevention, including:

- A. Advice concerning mechanical devices (alarms, locks, and target hardening)
- B. Control of conditions (lighting, access, and architecture)
- C. Public awareness
- D. Property identification
- E. Neighborhood watch programs

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

COMMUNITY/PROBLEM-ORIENTED POLICING

- 1.6.20 The trainee shall review and explain the agency's concept of community/problem-oriented policing as it relates to community priorities and needs, focusing on specific violations, crimes, or circumstances.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.6.21 The trainee shall explain the crime triangle (offender, victim, and location).

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.6.22 The trainee shall describe the advantages of working with the community to find solutions to problems related to community safety and quality of life issues.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.6.23 The trainee shall demonstrate leadership by becoming a facilitator who assists and motivates the community to develop solutions to their problems.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.6.24 The trainee shall explain the agency's problem-solving model (e.g. SARA) and be able to:

- A. Learn the service needs and demands in their patrol area.
- B. Devise ways to manage information gleaned from various community sources.
- C. Learn how to identify crime and disorder problems **and** distinguish them from incidents.
- D. Develop plans with citizens to address crime and disorder problems.
- E. Work with citizens to assess the results of their efforts.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:





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Radio Communications

RADIO COMMUNICATIONS

- 1.7.01 The trainee shall review and briefly summarize agency policy on communications control and coordination and radio call numbers.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.7.02 The trainee shall memorize the phonetic alphabet and agency brevity radio codes, including commonly used Penal Code Section numbers and codes for dispatching emergency vehicles.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.7.03 The trainee shall demonstrate knowledge of agency radio procedures and proficient use of the radio including:

- Waiting until the air is clear before pressing the transmit button.
- Pressing the transmit button firmly and speaking calmly and clearly into the microphone.
- Avoiding over-modulation by speaking moderately into the microphone.
- Knowing the meaning of “emergency traffic only” and always saving routine and non-emergency transmissions until the termination of “emergency traffic only” status.
- Knowing the call signs, assignments, and beat locations of other units in the area.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.7.04 Given a situation in which there is one or more suspect description(s), the trainee shall properly utilize the radio to complete a crime broadcast. This description shall minimally include:

- A. Type of incident and number of suspects
- B. Complete known description of suspect(s), including height, weight, hair color and style, eye color, clothing description, and distinguishing characteristics
- C. Loss (if any), including approximate value and denomination of bills
- D. Weapon(s) used
- E. Vehicle(s) used
- F. Direction(s) of flight

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.7.05 The trainee shall explain the proper use of the police radio and transmissions to maintain control of a vehicle pursuit. Appropriate transmissions shall minimally include:

- A. Identification of the vehicle in pursuit
- B. What the vehicle or occupant(s) is wanted for
- C. Complete description of the vehicle, including license number
- D. Number of occupants and possibility of weapons
- E. Direction of travel
- F. Approximate speed
- G. Conditions (light or moderate traffic, dry or wet pavement, damage to suspect vehicle, etc.)
- H. Necessity for backup and number of units needed
- I. Location of stop

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.7.06 Given a situation involving an in-progress assignment, the trainee shall use the police radio to maintain control of the situation. This shall minimally include:

- A. Voice control so as not to escalate the situation
- B. Control of possible escape routes and establishment of perimeter
- C. Control of response of other police units

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

INFORMATION SYSTEMS/TELECOMMUNICATIONS

1.7.07 The trainee shall give examples where inquiries into a law enforcement information system would be necessary. These may include:

- A. To locate information on lost, stolen, or recovered property (including vehicles)
- B. To establish probable cause for a search or an arrest
- C. To verify the validity of a warrant
- D. To verify the validity of a driver's license, vehicle registration, or occupational license
- E. To determine if a person is wanted
- F. To determine the status of a person on parole or probation
- G. To report or locate a missing person

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

1.7.08 The trainee shall be able to identify the law enforcement information systems used by the agency including:

- A. Automated Property System (APS)
- B. Stolen Vehicle System (SVS)
- C. Wanted Persons System (WPS)

- D. Automated Firearms System (AFS)
- E. Domestic Violence Restraining Order System (DVROS)
- F. Missing Unidentified Person System (MUPS)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.7.09 Given an incident in which information is required to complete an investigation, the trainee shall demonstrate a knowledge of the minimum information requirements for generating a system inquiry related to the following categories:

- A. Wanted persons
- B. Property, vehicles, and firearms
- C. Criminal histories
- D. DMV information
- E. Miscellaneous information

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.7.10 The trainee shall review and explain agency policy regarding the proper use and/or misuse of Mobile Data Terminals (MDT's) and on-board laptop computers.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 1.7.11 The trainee shall identify inappropriate use(s) of law enforcement information systems according to agency policy and law.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:





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Leadership

LEADERSHIP

- 2.8.01 The trainee shall identify and develop effective leadership strategies that provide purpose, direction, and motivation to co-workers and community members.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.8.02 The trainee shall illustrate through explanation or example how each of the following leadership competencies can affect his/her skills and abilities as an officer:

1. Integrity
2. Credibility
3. Trust
4. Discretion
5. Duty
6. Loyalty
7. Honesty

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

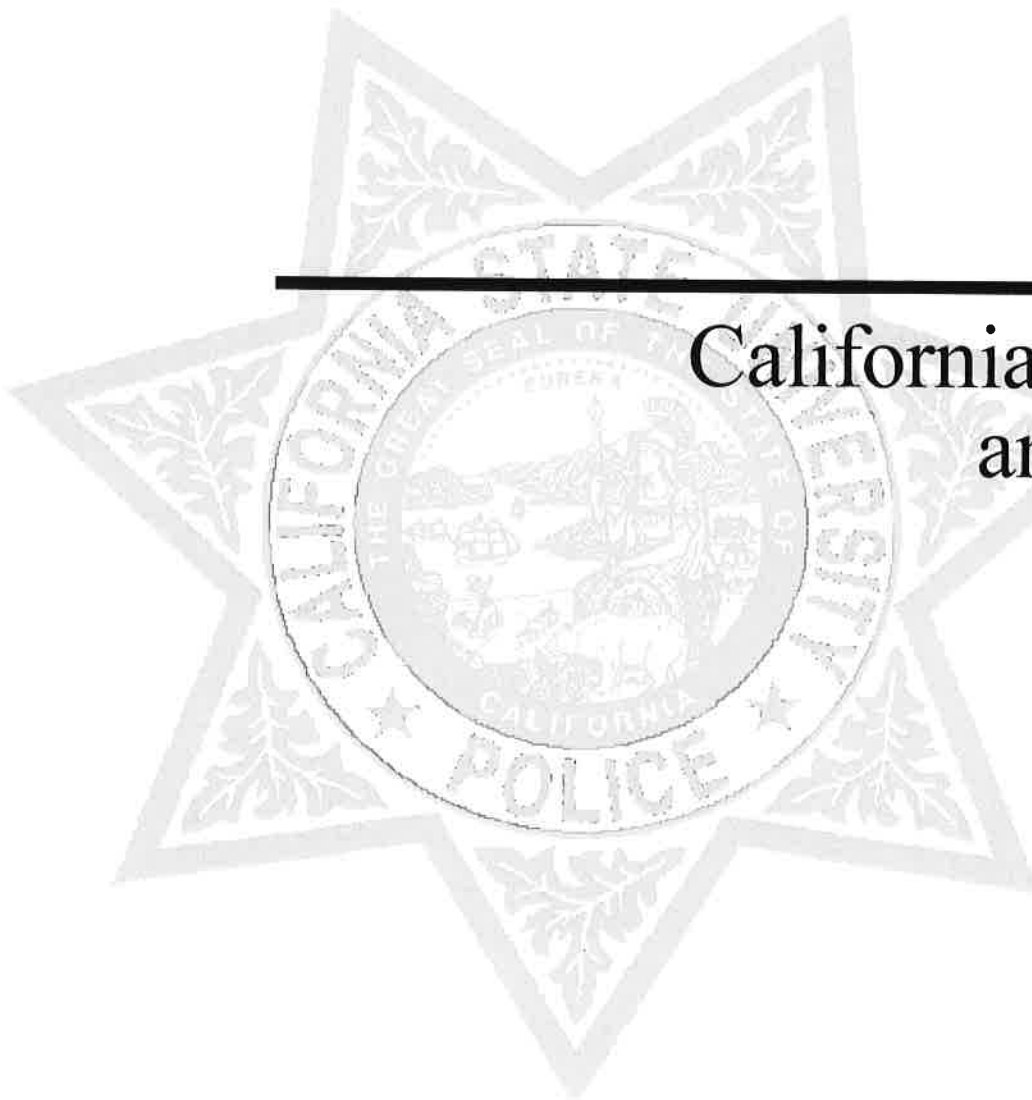
- 2.8.03 The trainee shall assess and explain his/her leadership role within the department with clear consideration of the organization's vision, mission, and values statement.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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California Codes and Law



CRIMINAL LAW

2.9.01 The trainee shall define certain terms as recognized in California criminal law. These shall minimally include:

- A. Accessory
- B. Accomplice
- C. Criminal negligence
- D. Corpus delicti
- E. Entrapment
- F. Implied intent
- G. Principal
- H. Specific intent
- I. Transferred intent

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIATED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.02 The trainee shall identify the elements of a crime. These shall include:

- A. Any act or omission
- B. By a person
- C. In violation of statutory law
- D. For which there is punishment

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIATED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.9.03 The trainee shall describe those persons who are legally incapable of committing a crime in the state of California (PC 26).

Reference: PC 26

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.9.04 Given any situation in which a possible crime has occurred, the trainee shall recognize those situations where the crime is complete and shall identify the crime by its common name, code number, and crime classification. These crimes shall minimally include California laws pertaining

- A. Obstruction of justice
- B. Homicide
- C. Robbery
- D. Assaults
- E. Criminal threats (formerly Terrorist threats)
- F. Stalking
- G. Restraining order violations
- H. Cruelty to animals
- I. Crimes against children
- J. Sex crimes
- K. Disturbing the peace
- L. Burglary
- M. Trespassing
- N. Arson
- O. Vandalism
- P. Theft (including Identity Theft)
- Q. Forgery and check offenses
- R. Disorderly conduct
- S. Control and use of dangerous weapons
- T. Use, possession, and sales of dangerous drugs (including under the influence)
- U. Receiving or possession of stolen property (including alteration of serial numbers)
- V. Firearms and knives on state property

Reference: California Penal Code; Health and Safety Codes

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

PROBABLE CAUSE

2.9.05 The trainee shall identify and explain the following elements of “reasonable suspicion” as those required to lawfully stop, detain, or investigate a person:

- A. Specific and articulable facts
- B. Crime related activity that has occurred, is occurring, or is about to occur
- C. Involvement by the person to be detained in a crime-related activity

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.06 The trainee shall recognize and explain the police officer’s right to search a person when probable cause to arrest exists.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.07 Given various scenarios, simulated incidents, or calls for service depicting instances where probable cause for police action may or may not exist, the trainee shall recognize its presence or absence and explain the reasons behind that decision.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

LAWS OF ARREST

2.9.08 The trainee shall explain a peace officer's authority to make an arrest.

Reference: 836 PC; 40300.5 through 40302

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.09 The trainee shall explain the various requirements related to arrests, to minimally include:

- A. Time of day or night that an arrest may be made
- B. The information the person arrested must be provided and at what time it must be provided
- C. What must be done with the person arrested

Reference: 840 PC; 841 PC; 825 PC; 848 PC; 849 PC; 851.5 PC; 853.5 PC; 853.6 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.10 The trainee shall explain the requirements placed upon a private person making the arrest of another and be able to determine if the "private persons" arrest is legal.

Reference: 837 PC; 847 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.11 The trainee shall explain the requirements for advising a person of his/her Miranda rights.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

2.9.12 The trainee shall explain the requirements regarding gaining admittance into a location to make an arrest.

Reference: 844 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

2.9.13 The trainee shall explain the amount of force that may be used when effecting an arrest.

Reference: 835 PC; 843 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

2.9.14 The trainee shall explain the term “reasonable” as it applies to the use of force.

Reference: 835 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

- 2.9.15 The trainee shall review and explain California law and department policy concerning the use of physical force and deadly force.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.9.16 The trainee shall explain instances where he/she is not civilly liable for false imprisonment arising out of an arrest.

Reference: 142(c) PC; 836.5 PC; 847 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.9.17 The trainee shall explain situations where legal exceptions to an arrest might exist, including:

- A. Diplomatic immunity (22 U.S. Const. 252)
- B. Stale misdemeanor rule (Hill v. Levy, 117 CA 2nd, 667) (Roynin v. Battin, 55 CA 2nd 861)
- C. Congressional exceptions (Art. 1, Section 6, US Const.) (Art. 4, Section 2, Cal. Const.)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

JUVENILE LAW AND PROCEDURE

- 2.9.18 The trainee shall explain applicable laws pertaining to the investigation of juvenile offenses and to the apprehension and detention of juvenile offenders. These shall minimally include:
- A. Miranda advisement
 - B. 300 W&I; 305 W&I; 601 W&I; 602 W&I; 625 W&I; 627 W&I; 707 W&I; and any additional local ordinances/curfews
 - C. Laws pertaining to schools, including 626 PC sections and Ed. Code sections 48906, 48260-66, etc.
 - D. Secure/Non-secure detention of juveniles (206 W&I; 207 W&I; 207.1 W&I; and 207.2 W&I)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

ADDITIONAL LAWS

- 2.9.19 The trainee shall recognize violations of the Alcoholic Beverage Control Act and, given a copy of that act, will locate the applicable sections including those prohibiting:
- A. After-hours sale/consumption of alcoholic beverages on licensed premises
 - B. Selling/providing alcoholic liquor to any person under the age of 21 years
 - C. Selling/providing alcoholic liquor to a person who is visibly intoxicated

Reference: Business and Professions Codes

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.20 The trainee shall review and explain the laws regarding parole and probation violations, searches, and holds including:

- A. 3056 PC
- B. 1203.2 PC

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.21 The trainee shall recognize violations of local ordinances and, given reference text, will locate the applicable sections.

Reference: City of Chico Municipal Code and University Code of Regulations

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.22 The trainee shall recognize the basic rights of all persons as granted by the United States Constitution and shall at all times adhere to those rights granted by the following amendments:

- A. First – Freedom of religion, speech, press, and public assembly
- B. Fourth – Search and seizure only by warrant or good cause
- C. Fifth – Right to trial; no double jeopardy; no self incrimination; no punishment without due process; and no confiscation without compensation
- D. Sixth – Right to a speedy trial
- E. Eighth – Excessive bail prohibited
- F. Fourteenth – Civil rights (see 18 USC, 242 – Color of law/authority)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.9.23 The trainee shall review, explain, and/or give examples of any new/revised state legislative mandates.

Reference: POST Legislative Update Telecourses and CD ROMS

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:





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Search and Seizure

SEARCH CONCEPTS

2.10.01 The trainee shall review and explain the following terms relative to searches:

- A. Consent
- B. Scope of searches
- C. Contemporaneous
- D. Probable cause
- E. Instrumentalities of a crime
- F. Contraband
- G. Knock and notice
- H. Container search doctrine

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.02 The trainee shall recognize and explain the circumstances under which the following types of legally authorized searches may be made. These circumstances shall minimally include:

- A. Pat searches for weapons
- B. Consent searches
- C. Probable cause searches
- D. A search warrant
- E. Plain sight
- F. Incident to arrest
- G. Exigent circumstances
- H. Probation/parole search

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.03 The trainee shall identify those items for which an officer may legally search. These items shall minimally include:

- A. Dangerous weapons
- B. Fruits of the crime
- C. Instruments of the crime
- D. Contraband
- E. Suspects
- F. Additional victims

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.04 The trainee shall discuss the limits of searches when conducted with persons, vehicles, and buildings including:

- A. Protective sweeps
- B. Closed containers
- C. Inventory searches

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.05 The trainee shall explain the “exclusionary rule” and its effect upon police action and procedures including:

- A. Court filings
- B. Prosecution of suspects

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

SEIZURE CONCEPTS

2.10.06 The trainee shall review and explain the concept of lawful evidence seizure, including instances where force may be justified, such as:

- A. Preventing a suspect from swallowing evidence
- B. Inducing a suspect to vomit
- C. Extracting blood evidence from a suspect
- D. Extracting fingerprint evidence from a suspect

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

WARRANTS

2.10.07 The trainee shall explain the laws and procedures for obtaining search or arrest warrants, to minimally include:

- A. Probable cause necessity
- B. Allowable exclusions (including hot pursuit and emergency situations)
- C. Process for obtaining warrants during and after business hours

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.08 The trainee shall describe the process for serving search and arrest warrants, including:

- A. Hours of service for felony arrest warrants
- B. Hours of service for misdemeanor arrest warrants
- C. Hours of service for search warrants
- D. Knock and notice for search warrants and exceptions to
- E. "Signing off" warrants/return

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.10.09 Given an incident and necessary probable cause that calls for a search or arrest warrant, the trainee shall follow agency procedures for obtaining and serving the appropriate warrant(s).

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:



■ FTP

Report Writing

FIELD NOTES AND NOTEBOOK

2.11.01 The trainee shall identify the types of information that may/should be entered into his/her field notes or notebook. This information may include:

- A. Date, day, time, vehicle number
- B. Name of partner or supervisor
- C. Type of incident
- D. Pertinent information
- E. Names of suspects, victims, witnesses, and reporting persons

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.02 The trainee shall recognize that the contents of field notes and notebooks are discoverable in a court proceeding.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.03 The trainee shall explain the necessity for field notes. The explanation shall minimally include:

- A. Reference for future investigation
- B. Reference for future court appearance
- C. Beat or area information

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.11.04 Given an incident, the trainee shall properly use field notes or a note book to record pertinent information.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

REPORT WRITING

- 2.11.05 The trainee shall exhibit an appropriate knowledge of the flow of completed reports and the relative importance of the information that they contain.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.11.06 The trainee shall give the location of the report depository.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIATED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.07 The trainee shall describe the function for the records unit in the reporting process.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

2.11.08 The trainee shall describe the functions of the investigative unit(s) and the District Attorney's Office in the reporting process.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
F.T.O.					↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test			↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
Trainee								
Comments:								Case/Report No.:

2.11.09 The trainee shall discuss the importance of police reports, including these uses:

- A. Recording facts to a permanent record
- B. Providing coordination of follow-up activities
- C. Providing investigative leads
- D. Providing statistical data
- E. Providing a source for trainee evaluation
- F. Providing reference material

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIED		How Remediated?
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

2.11.10 The trainee shall explain the qualities of a good police report. These shall include:

- A. Accuracy
- B. Brevity
- C. Completeness
- D. Clarity
- E. Legibility/Neatness
- F. Objectivity
- G. Grammatical and structural correctness
- H. Timely
- I. First person/active voice/past tense

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.11 The trainee shall identify the proper report forms to be utilized in given situations (i.e. missing persons, DUI, found property, etc).

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field-Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.12 Following the completion of a preliminary investigation of a “cold” crime, the trainee shall record all pertinent information in correct format on the proper report form.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.13 The trainee shall prepare a report that minimally includes:

- A. Organizing facts in chronological order
- B. Relating facts in appropriate sentence form
- C. Correctly filing in all appropriate boxes
- D. Properly establishing who, what, when, where, why, how and how many
- E. Properly establishing the elements of the crime(s), when appropriate

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIED		How Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.11.14. Given an incident in which an arrest is made, the trainee shall demonstrate the ability to satisfactorily complete all the appropriate police reports involved, to minimally include:

- A. The elements constituting the offense
- B. A complete documentation of reasonable/probable cause to arrest
- C. A complete description of all physical evidence, where it was found, and its disposition
- D. A complete listing of all suspects, including whether or not they are in custody.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:



■ FTP

Control of Persons/ Prisoners/ Mentally Ill

CONTROL / SEARCHING OF PERSONS

- 2.12.01 The trainee shall be able to safely and effectively control (verbally and physically), one or more suspects, applying all officer safety tactics.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.02 The trainee shall be able to demonstrate effective search techniques for both male and female suspects, including:

- A. Constant alertness, including keeping hands in view
- B. Maintaining control and position of advantage
- C. Standing, kneeling, and prone position searches
- D. Safeguarding of weapons

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.03 The trainee shall review and explain agency policy regarding searching individuals of the opposite sex.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

HANDCUFFING

2.12.04 The trainee shall identify the purposes for handcuffing. These purposes shall minimally include the temporary restraint of a suspect to prevent:

- A. Attack
- B. Escape
- C. The destruction or concealment of evidence or contraband

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↓ Field Perform ↓ Role Play ↓ Written Test ↓ Verbal Test	REMEDIED		How Remediated? ↓ Field Perform ↓ Role Play ↓ Written Test ↓ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.12.05 The trainee shall discuss various handcuffing principles which should be met in order to reasonably guarantee the temporary restraint of a suspect. The principles shall minimally include:

- A. Control of the suspect(s) and the handcuffs
- B. Proper positioning of the suspect's hands, key outlets, and double locking mechanisms
- C. Reasonable degree of tightness
- D. Observation of restrained suspects
- E. Other approved restraint devices (i.e., flex cuffs, hobbles, etc.)
- F. Safe and controlled removal of handcuffs and other restraint devices

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↓ Field Perform ↓ Role Play ↓ Written Test ↓ Verbal Test	REMEDIED		How Remediated? ↓ Field Perform ↓ Role Play ↓ Written Test ↓ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.06 The trainee shall review and explain the agency policy regarding the handcuffing of prisoners, including males, females, juveniles, mentally ill, pregnant females, and all other types of detainees/prisoners.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.07 The trainee shall be able to safely and effectively handcuff single or multiple suspects and, if necessary, transport single or multiple suspects away from an arrest scene.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS

- 2.12.08 The trainee shall review and explain the legal responsibilities for protecting prisoners.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.12.09 The trainee shall discuss the legal responsibilities for providing prisoners with shelter, food, and medical care.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.10 The trainee shall review and explain prisoner's rights to telephone calls.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.11 The trainee shall explain the requirements for issuing property receipts.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.12 The trainee shall review and explain local policy and the legal aspects pertaining to the rights and privileges of prisoners, including the constitutional rights of prisoners while in custody.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.13 The trainee shall identify the provisions of Penal Code Section 147 pertaining to willful inhumanity or oppression toward prisoners in the custody of an officer.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.12.14 The trainee shall identify the provisions of Penal Code Section 149 pertaining to assaulting a prisoner "under color of authority."

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

TRANSPORTATION OF PRISONERS

- 2.12.15 The trainee shall review and explain the agency's policy regarding the transportation of prisoners. This explanation shall minimally include:

- A. Prisoners restrained with specialty devices (i.e., hobble, expectorant shields, etc.)
- B. Sick, injured, mentally ill, physically challenged, or pregnant prisoners
- C. Juveniles with/without adults
- D. Females
- E. Use of seat belts
- F. A search of the area in which the prisoner is about to be placed prior to transportation
- G. A search of the area where the prisoner has been following transportation
- H. The proper positioning of the officer(s) and the prisoner(s) within the vehicle
- I. Close and constant observation of the prisoner(s)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.16 Given a situation in which prisoner(s) must be transported in a patrol vehicle, the trainee shall safely place the handcuffed (according to agency policy) prisoner(s) into the vehicle and safely transport the prisoner(s) to the predetermined destination.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.17 The trainee will review and explain the legal constraints, agency policy and procedure, and custody facility requirements relative to medical clearance/approval prior to booking.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

BOOKING PRISONERS

- 2.12.18 The trainee shall explain how to properly book a juvenile prisoner in conformance with agency policy, legal codes, and minimum jail standards, including:

- A. Miranda advisement
- B. Right to phone calls
- C. What notifications are required
- D. Secure/Non-secure detention of juveniles
- E. Strip search of juveniles
- F. Requirements pertaining to the confinement of a child under 16 years of age with an adult accused or convicted of a crime
- G. Custody alternatives

Reference: 625 W&I; 206 W&I; 207.1-2 W&I; 4030 PC; 273b PC; 626 W&I; 626.5 W&I

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.19 The trainee shall acquire (preferably through a tour) an understanding of the basic functions, layout, organization, and staffing of the jail facility his/her agency utilizes most often.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.20 The trainee shall review and explain reasons and procedures for securing his/her weapon prior to entering any custody facility.

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

- 2.12.21 The trainee shall explain his/her responsibilities to provide proper documentation to book an inmate into a facility, including:
- Complete and accurate Pre-booking form, Receiving Sheet, and/or Probable Cause Statement to include charges and sub-sections
 - Confirm arrestee is adult versus juvenile
 - Valid court and/or warrant paperwork
 - Inmate is medically screened and has medical clearance/approval form
 - Physical condition as to injuries and/or current medical problems (DT's, heart problems, etc.)

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.12.22 The trainee shall explain how to properly book adult prisoners in conformance with agency policies, legal codes, and minimum jail standards, including notifications and procedures for the following:

- A. Alcoholics
- B. Narcotic/Drug users
- C. Mentally ill
- D. Sex offenders
- E. Escape risks
- F. Non-conformists
- G. Civil bookings

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.12.23 The trainee shall identify other prisoners who may warrant special considerations, including:

- A. Injured or sick
- B. Females (including pregnant females)
- C. Elderly
- D. Gang members or police informants
- E. Current or former police officers, judges, etc.
- F. High-profile prisoners
- G. Any other prisoner(s) who may need specialized classification/housing needs

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.12.24 The trainee shall explain the concept of inmate classification, to include:

- A. Sex
- B. Age
- C. Criminal sophistication
- D. Seriousness of offense
- E. Assaultive behavior
- F. Medical disabilities
- G. Gang Affiliation
- H. Overt sexual behavior

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

2.12.25 The trainee shall review and explain the legalities of prisoner/inmate searches, including:

- A. Search by same sex
- B. Clothed search
- C. Strip or skin search, including documentation

Reference:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test	REMEDIED		How Remediated? ↑ Field Perform ↑ Role Play ↑ Written Test ↑ Verbal Test
	Name	Date	Name	Date		Name	Date	
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2.12.26 The trainee shall review and explain methods and procedures for releasing a prisoner.

Reference: 849(b)(1) and (2) PC

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	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

2.12.27 The trainee shall discuss his/her agency's response, if any, to a jail emergency, including:

- A. Fire
- B. Earthquake
- C. Civil disorder
- D. Escape

Reference:

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	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

PEOPLE WITH DISABILITIES

2.12.28 The trainee shall recognize that the ADA (Americans with Disabilities Act) also covers people with developmental and mental impairments and impacts law enforcement as follows:

- A. Requires reasonable adjustments and modifications in policies and practices or procedures, on a case-by-case basis.
- B. Prohibits the arrest of an individual for behavioral manifestations of a disability that is not criminal in nature.
- C. Requires that the safety and civil rights of people with disabilities be protected during transport and while detained.
- D. Requires officers to make accommodations for persons with disabilities, except where safety is compromised.

Reference:

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	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.12.29 The trainee shall acknowledge that some disabilities (including mental retardation, cerebral palsy, epilepsy, autism, and other neurological conditions) are not readily apparent and that sometimes people with developmental or cognitive disabilities may have little or no conscious ability to control their behavior.

Reference:

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	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.12.30 The trainee shall recognize and demonstrate effective communications for persons with cognitive impairments, to minimally include:

- A. Give one direction or ask one question at a time.
- B. Allow the person to process what you have said and respond (10-15 seconds, then repeat).
- C. Avoid questions that tell the person the answer you expect (avoid questions with yes/no answers).
- D. Repeat questions from a slightly different perspective, if necessary.
- E. Avoid questions about time, complex sequences, or reasons for behavior.
- F. Use concrete terms and ideas. Avoid jargon or figures of speech.

Reference:

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	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

- 2.12.31 The trainee shall explain how non-compliance is a warning sign that indicates a person may need more time to mentally grasp and respond to what is being said or asked of them and that it may be due to fear, confusion, auditory hallucinations, etc., rather than defiance.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 2.12.32 Recognizing that safety (officer safety, public safety, and the safety of the person in crisis) is always the top priority when dealing with impaired people, the trainee shall explain and demonstrate standard tactical assessments and safeguards, including:

- A. His/her own abilities to physically control the person
- B. Escape routes
- C. Use of cover
- D. Call for backup
- E. The T.A.C.T. Model

Tone (Present a calm and firm demeanor/Maintain respect and dignity)

Atmosphere (Reduce distractions/Respect personal space)

Communication (Establish contact/Develop rapport)

Time (Slow down/Reassess)

Reference: POST Field Guide – Police response to people with mental illness or developmental disability

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MENTAL ILLNESS CASES

- 2.12.33 The trainee shall review and explain state law and agency policy regarding mental illness cases.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 2.12.34 The trainee shall identify considerations to be made when handling and dealing with mentally ill or emotionally disturbed persons. These considerations shall minimally include:

- A. Ignoring verbal abuse
- B. Avoiding excitement
- C. Avoiding unnecessary deception
- D. Requesting backup to minimize resistance
- E. Requesting ambulance prior to confronting subject, if necessary

- F. Keeping the disturbed person in sight constantly
- G. Continual alertness
- H. Seizing firearms for safekeeping

Reference:

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Comments:								Case/Report No.:

- 2.12.35 The trainee shall identify the appropriate mental health facility or regional center within the agency's jurisdiction to be used for evaluation, treatment, counseling, or referral.

Reference:

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Trainee								
Comments:								Case/Report No.:

- 2.12.36 The trainee shall identify and explain the criteria as set forth in the Welfare and Institutions Code by which an individual may be committed for a 72-hour hold:

- A. Danger to himself/herself
- B. Danger to others
- C. Gravely disabled

Reference: 5150 W&I

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Trainee								
Comments:								Case/Report No.:

2.12.37 The trainee shall explain procedures required of officers for safeguarding the rights of a person detained under the authority of Section 5150 of the Welfare and Institutions Code, including:

- A. The circumstance under which the person's condition was called to their attention and the observation constituting probable cause for detention must be recorded on the Application for 72-Hour Detention for Evaluation and Treatment.
- B. Advisement of Miranda rights, as appropriate, when criminal action is involved.
- C. Reasonable precaution must be made to safeguard personal property in the possession of or on the premises occupied by the person.
- D. The person must be informed of the officer's name and agency and the reason the person is being detained.
- E. If taken into custody at a residence, inform person of personal items that may be brought along (with approval), right to a telephone call, and right to leave a note to friends or family.

Reference:

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Trainee								
Comments:								Case/Report No.:

2.12.38 The trainee shall discuss appropriate alternative methods for handling the situation if involuntary detention for evaluation and treatment is NOT appropriate, including:

- A. Urgent medical attention
- B. Arrest
- C. Referral for mental health services
- D. Referral to local developmental disabilities agency
- E. No police action required

Reference:

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Trainee								
Comments:								Case/Report No.:

2.12.39 The trainee shall explain the warrant process for mentally ill persons. This discussion shall minimally include:

- A. Affidavit (who makes it, where, and to whom)
- B. Notice to Appear papers
- C. Commitment papers (warrant)

Reference:

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Comments:								Case/Report No.:

2.12.40 The trainee shall identify the agency and mental health (if required) reports involved in a mental illness arrest both with and without a warrant.

Reference:

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

2.12.41 Given a scenario or an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall take all necessary precautions in dealing with the person, safely take the person into custody (if necessary), assure safe transportation of the person, and properly complete all necessary forms and reports.

Reference:

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