

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM  
MANUAL**

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM MANUAL  
INDEX**

**Orientation Check List  
Phases of Training**

**SECTION**

- 1 Agency Orientation / Department Policy**
- 2 Officer Safety**
- 3 Ethics**
- 4 Use of Force**
- 5 Patrol Vehicle Operations**
- 6 Community Relations / Professional Demeanor**
- 7 Radio Communications**
- 8 Leadership**
- 9 California Codes and Law**
- 10 Search and Seizure**
- 11 Report Writing**
- 12 Control of Persons / Prisoners / Mentally Ill**
- 13 Patrol Procedures**
- 14 Investigations / Evidence**
- 15 Tactical Communication / Conflict Resolution**
- 16 Traffic**
- 17 Self Initiated Activity**

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM  
ORIENTATION CHECK LIST**

Trainee's name: \_\_\_\_\_

**Orientation Phase (FTO Sergeant):**

**Locations of:**

(date / initials)

- CPS/APS
- DA's Office & Victim Witness
- Animal Services
- Calaveras Crisis Center
- Code Enforcement
- Hospital
- Sheriff's Mechanic
- Government Center

(date / initials)

- Adult Probation
- Juvenile Probation Holding
- Drug and Alcohol
- Behavioral Health
- DMV / CHP offices
- Marine Safety (boat barn)
- Courts
- Other: \_\_\_\_\_

**Forms, Documents, Study Sheets, Hand-outs:**

(date / initials)

- Department Policy Manual CD
- 10-Code & Phonetic alphabet
- Penal Code & CVC Study Sheet
- Miranda Card & DV Checklist
- Commonly Used Ordinances

(date / initials)

- General Report Forms
- Citation book & Court Dates
- Org Chart / Chain of Command
- DOR & SEGs Review
- Other: \_\_\_\_\_

**Miscellaneous:**

(date / initials)

- Voicemail procedure
- Armory procedure
- Vehicle check out / Keys
- Vehicle (radio/MDT/safety check/inspection)
- Jail Booking (procedure/secure gun/forms)
- Office supplies / Purchase requests
- Alarm code to substations
- Other:

(date / initials)

- Windows Login / Checking email
- R Drive / SO Forms
- Timesheet Procedure
- RIMS Intro
- Help Desk / Vehicle maintenance
- Lexipol (login/DTBs)
- iSUBPOENA / motion to continue
- POST Learning Portal

**Radio:**

(date / initials)

- Intro to Portable Radio (Channels)
- 10 Code vs Plain Speech
- Other:

(date / initials)

- Common Radio Procedures
- Listen/key mic/pause/talk clear
- Start of shift (call sign, vehicle, mileage)
- Proper Format: 10-27/10-29s & 11-96s

**FTP Phases (Respective phase FTOs):**

**Locations of:**

(date / initials)

- Sheriff Sub-stations
- Schools
- Fire houses (CalFIRE & Local Districts)
- Commonly known landmarks

(date / initials)

- Ambulance Quarters / Zones
- Medical clinics
- Heliports
- Other: \_\_\_\_\_

**Additional Information / Notes:**

Trainee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **PHASE OF TRAINING**

## **PHASE I**

**Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11**

## **PHASE II**

**Sections 12, 13(a), 13(b)**

## **PHASE III**

**Sections 14, 15, 16, 17**

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM**

**INDEX Sections 1, 2**

**SECTION 1**

**AGENCY ORIENTATION / DEPARTMENT POLICY**

- |                                       |  |                                       |
|---------------------------------------|--|---------------------------------------|
| 1.01 Firearms / Weapons qualification | 1.07 Trainee oriented to the work area | 1.13 Location of important roadways   |
| 1.02 Arrest and Control Techniques    | 1.08 Policy regarding equipment        | 1.14 Boundaries , beats and districts |
| 1.03 Impact Weapon Qualification      | 1.09 Unauthorized equipment            | 1.15 Location / Function of agencies  |
| 1.04 Department Orientation           | 1.10 Policy on uniform / equip. damage | 1.16 Special Teams / Units            |
| 1.05 Review directives, rules & regs. | 1.11 Obtaining & using equipment       |                                       |
| 1.06 Review / Explain General Orders  | 1.12 Hospitals, Firehouses, Schools    |                                       |

**SECTION 2**

**OFFICER SAFETY**

- |   |                                      |                             |
|---|--------------------------------------|-----------------------------|
| 2.01 Officer Tactics and Responsibilities | 2.03 Role of contact & cover officer | 2.05 Benefits of Body Armor |
| 2.02 Cover Officer Tactics                | 2.04 Demonstrate contact & cover     | 2.06 Officer Survival       |

**CALAVERAS COUNTY SHERIFF'S OFFICE**  
**FIELD TRAINING PROGRAM**  
**AGENCY ORIENTATION / DEPARTMENT POLICIES**

**DEPARTMENT - 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 successfully completed the following training prior to starting the uniformed patrol field training program.

**1.01 Firearms / Weapons qualification (including shotgun)**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

**1.02 Arrest and Control Techniques**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

**1.03 Impact Weapon Qualification**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

**DEPARTMENT - SPECIFIC TRAINING (continued)**

**1.04 Department Orientation**

Overview:

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.

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**1.05 Department Directives, Rules and Regulations**

The trainee shall discuss the benefits, limitations, and characteristics of protective body armor, including:

- 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 department facilities
- H. Any additional department-specific directives, rules and regulations

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**1.04 DEPARTMENT ORIENTATION**

Additional Comments:

**1.05 DEPARTMENT DIRECTIVES, RULES AND REGULATIONS**

Additional Comments:

**DEPARTMENT - SPECIFIC TRAINING (continued)**

**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. Any additional department-specific General Orders

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

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

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

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**1.08 The trainee shall know the operation of, and department policy regarding authorized personal equipment, safety equipment, and agency equipment used by deputies in the field.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							



**DEPARTMENT - SPECIFIC TRAINING (continued)**

**1.09 The trainee shall review and explain what constitutes unauthorized equipment.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**1.10 The trainee shall review and explain department policy on uniforms and equipment damage.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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, Oc spray, gas mask, etc.)
- F. Report Forms
- G. Flares

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**1.09 Unauthorized Equipment/ 1.10 Policy on uniform and equipment damage/ 1.11 Obtaining & using equipment**

Additional Comments:

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**COMMUNITY ORIENTATION / GEOGRAPHIC LOCATIONS**

**1.12 The trainee shall know the following locations within the department's jurisdiction:**

- A. Hospital(s)
- B. Firehouse(s)
- C. Schools
- D. Community service organizations
- E. Park and recreation areas
- F. Hazardous material / priority locations (potential WMD targets,etc.)
- G. Bars and taverns, nightclubs, etc.
- H. Local "hang outs" and/or "hot spots"
- I. Known gang territories (if any)
- J. Areas known for drug and any prostitution activity

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							
Incident #: _____							
Case Report #: _____ (If applicable)							

**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
- D. Highways
- E. Fire trails or other special access routes / Forest Roads

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							
Incident #: _____							
Case Report #: _____ (If applicable)							

**1.14 The trainee shall know jurisdictional boundaries, beats, and districts utilized by the department.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							
Incident #: _____							
Case Report #: _____ (If applicable)							

**SUPPORT SERVICES**

**1.15 The trainee shall identify the location and general function of each of the following:**

- A. County Administrative Building / City Hall (Angels Camp)
- B. Superior Courts / Juvenile Courts
- C. District Attorney's Office
- D. Probation Department (Juvenile / Adult)
- E. Health Department and Coroner's Office
- F. Emergency Hospital (E.R.Entrance, L.E.parking, entry codes)
- G. Child Protective Services / Adult Protective Services
- H. Welfare Department
- I. Angels Camp Police Department
- 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. Bureau of Narcotic Enforcement (BNE)
  - 5. Immigration and Naturalization Services (INS)
  - 6. Bureau of Alcohol, Tobacco and Firearms (ATF)
  - 7. Secret Service
  - 8 U.S. Marshall Service
  - 9. Department of Fish & Game
- K. Additional support services

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**1.16 The trainee shall explain the proper utilization of department special teams / units, including:**

- A. S.W.A.T. / H.N.T.
- B. K-9
- C. C.N.E.U. / M.E.T.
- D. S.A.R.T.
- E. Search and Rescue
- F. Additional Units: (Mental Health Liaison, EOD, UAS/Drone, etc.)

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

1.12 1.13 1.14 1.15 1.16 Any Additional Comments:

# OFFICER SAFETY

## CONTACT AND COVER (PRIMARY / BACKUP)

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

- A. Primary responsibility dealing with situation, suspect, victim, witness, RF
- 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

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments: <div style="float: right; text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>							

### 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

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments: <div style="float: right; text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>							

**CONTACT / COVER (CONTINUED)**

**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

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**BODY ARMOR**

**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 & other penetrating weapons

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**OFFICER SURVIVAL**

**2.06 The trainee shall identify and explain the importance of physical, mental and emotional conditioning in officer survival, and shall understand the organizational resources available to assist in counseling due to traumatic incidents. This discussion shall minimally include:**

- A. Concept of tactical retreat
  - 1. Pre-planning (mental scenarios)
  - 2. Reduction of unnecessary risks (stress management)
- 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
- E. Employee Assistance Program
  - 1. Counseling through HR and/or contracted professionals
  - 2. Critical incident stress debriefings
  - 3. Law Enforcement Chaplains
- E. Peer Support Program (peer counseling)

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
<b>Comments:</b> <div style="text-align: right; margin-top: 10px;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>							

**Additional Comments:**

**CALAVERAS COUNTY SHERIFF'S OFFICE**  
**FIELD TRAINING PROGRAM**  
**INDEX Sections 7, 8, 9**

**SECTION 7**

**RADIO COMMUNICATIONS**

- |                                    |  |  |
|------------------------------------|--|--|
| 7.01 Communications Policy         | 7.05 Radio control / vehicle pursuits  | 7.09 Requirements to make an inquiry   |
| 7.02 Memorize phonetic alphabet    | 7.06 Radio control / in-progress calls | 7.10 Use of on-board laptops (policy)  |
| 7.03 Knowledge of radio procedures | 7.07 Information system inquiries      | 7.11 Inappropriate use of info.systems |
| 7.04 Complete a crime broadcast    | 7.08 Identify information systems used |  |

**SECTION 8**

**LEADERSHIP**

- |                                     |                              |                                       |
|-------------------------------------|------------------------------|---------------------------------------|
| 8.01 Identify leadership strategies | 8.02 Leadership competencies | 8.03 Leadership role within the Dept. |
|-------------------------------------|------------------------------|---------------------------------------|

**SECTION 9**

**CALIFORNIA CODES AND LAW**

- |   |  |                                      |
|---|--|--------------------------------------|
| 9.01 Terms in criminal law              | 9.09 Requirements related to arrests     | 9.17 Legal exceptions to an arrest   |
| 9.02 Elements of a crime                | 9.10 Private person arrest (847PC)       | 9.18 Juvenile law and procedures     |
| 9.03 Incapable of committing crimes     | 9.11 Miranda rights / requirements       | 9.19 A. B. C. violations             |
| 9.04 How Probable Cause is used         | 9.12 Gaining admittance to make arrest   | 9.20 Parole and Probation violations |
| 9.05 Elements of reasonable suspicion   | 9.13 Amount of force / effecting arrest  | 9.21 Violation of county ordinances  |
| 9.06 Right to search / probable cause   | 9.14 "Reasonable" as it applies to force | 9.22 Basic rights of all persons     |
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**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM**

**RADIO COMMUNICATIONS**

RADIO COMMUNICATIONS

**7.01 The trainee shall review and briefly summarize department policy on communications control and coordination and radio call signs.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <p align="right">Incident #: _____</p> <p align="right">Case Report #: _____ (If applicable)</p>							

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

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <p align="right">Incident #: _____</p> <p align="right">Case Report #: _____ (If applicable)</p>							



**7.03 The trainee shall demonstrate knowledge of department radio procedures and proficient use of the radio, including:**

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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<p>Comments:</p> <p style="text-align: right;">Incident #: _____</p> <p style="text-align: right;">Case Report #: _____ (If applicable)</p>							

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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<p>Comments:</p> <p style="text-align: right;">Incident #: _____</p> <p style="text-align: right;">Case Report #: _____ (If applicable)</p>							

**RADIO COMMUNICATIONS**

(continued)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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 & establishment of perimeter
- C. Control of response of other police units

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

# INFORMATION SYSTEMS / TELECOMMUNICATIONS

## 7.07 The trainee shall identify appropriate use(s) of law enforcement information systems according to agency policy and law, including:

- 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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

## 7.08 The trainee shall be able to identify the law enforcement information systems used by the department including:

- A. Automated Property System (APS)
- B. Stolen Vehicle System (SVS)
- C. Wanted Person System (WPS)
- D. Automated Firearms Systems (AFS)
- E. Domestic Violence Restraining Order System (DVROS)
- F. Missing Unidentified Person System (MUPS)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

INFORMATION SYSTEMS / TELECOMMUNICATIONS (continued)

**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 systems inquiry related to the following categories:

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

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

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

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**7.11** The trainee shall identify inappropriate use(s) of law enforcement information systems according to department policy and law.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM**

**REPORT WRITING**

**FIELD NOTES AND NOTEBOOK**

**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(s) of additional personnel or supervisor
- C. Type of incident
- D. Pertinent information
- E. Names of suspects, victims, witnesses and reporting persons

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**REPORT WRITING**

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**11.06** The trainee shall give the location of the report depository.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

- A. Recording facts in 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:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**11.10 The trainee shall explain the qualities of a well-written 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:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)



**REPORT WRITING**

(continued)

**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
- 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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM**

**INDEX Section 12**

**SECTION 12**

**CONTROL OF PERSONS / PRISONERS / MENTALLY ILL**

- |   |   |  |
|---|---|--|
| <b>12.01 Control one or more suspects</b>         | <b>12.15 Policy / transportation of prisoners</b> | <b>12.29 Disabilities not readily apparent</b>     |
| <b>12.02 Effective search techniques</b>          | <b>12.16 Trainee shall transport prisoner</b>     | <b>12.30 Communications/persons impaired</b>       |
| <b>12.03 Policy for searching opposite sex</b>    | <b>12.17 Medical clearance requirements</b>       | <b>12.31 Non-compliance may be a warning</b>       |
| <b>12.04 Purposes for handcuffing</b>             | <b>12.18 Properly book a juvenile prisoner</b>    | <b>12.32 Tactical assessments / safeguards</b>     |
| <b>12.05 Various handcuffing principles</b>       | <b>12.19 Understanding of jail facility</b>       | <b>12.33 State law / policy re: mental illness</b> |
| <b>12.06 Explain handcuffing policies</b>         | <b>12.20 Reasons for securing weapons</b>         | <b>12.34 Considerations for / mentally ill</b>     |
| <b>12.07 Trainee shall handcuff suspect(s)</b>    | <b>12.21 Responsibilities during booking</b>      | <b>12.35 Facility used for evaluation</b>          |
| <b>12.08 Responsibility to protect prisoner</b>   | <b>12.22 Properly book an adult prisoner</b>      | <b>12.36 Explain criteria for 72-Hour hold</b>     |
| <b>12.09 Providing shelter, food, medical</b>     | <b>12.23 Prisoners - special considerations</b>   | <b>12.37 Explain procedures of 5150 W&amp;I</b>    |
| <b>12.10 Prisoner's rights to telephone calls</b> | <b>12.24 Explain inmate classification</b>        | <b>12.38 If evaluation is not appropriate</b>      |
| <b>12.11 Required to issue property receipt</b>   | <b>12.25 Legalities of inmate searches</b>        | <b>12.39 Require Documentation</b>                 |
| <b>12.12 Rights and privileges of prisoners</b>   | <b>12.26 Releasing a prisoner per 849(b) PC</b>   | <b>12.40 Taking mentally ill into custody</b>      |
| <b>12.13 Identify provisions of 147 PC</b>        | <b>12.27 Response to a jail emergency</b>         |  |
| <b>12.14 Identify provisions of 149 PC</b>        | <b>12.28 ADA(Americans w/Disabilities Act)</b>    |  |

# CONTROL OF PERSONS / PRISONERS / MENTALLY ILL

## CONTROL / SEARCHING OF PERSONS

**12.01 The trainee shall be able to safely and effectively control (verbally and physically), one or more suspects, applying all officer safety tactics, including:**

- A. Approach
- B. Cover position with vehicle(s) and person(s)
- C. Position of advantage
- D. What to watch for
- E. Communications with cover officer/danger signals

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

**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:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

**12.03 The trainee shall review and explain department policy regarding searching individuals of the opposite sex.**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

# HANDCUFFING

**12.04 The trainee shall identify the purposes for handcuffing. These 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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

# HANDCUFFING

(continued)

**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:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

# LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS

**12.08** The trainee shall review and explain the legal responsibilities for protecting prisoners.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

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

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS** (continued)

**12.10 The trainee shall review and explain prisoners' rights to telephone calls.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**12.11 The trainee shall explain the requirements for issuing property receipts.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS (continued)**

**12.13 The trainee shall identify the provisions pertaining to willful inhumanity or oppression toward prisoners in the custody of an officer / deputy.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**12.14 The trainee shall identify the provisions pertaining to assaulting a prisoner "under the color of authority."**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**TRANSPORTATION OF PRISONERS**

**12.15 The trainee shall review and explain the department'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, mentall ill, physically challenged, or pregnant prisoners
- C. Juveniles with / without adults
- D. Females
- E. Use of seat belts
- F. Search of the area in where prisoner is about to be placed prior to transportation
- G. Search of the area where prisoner has been following transportation
- H. Proper positioning of deputy(s) and prisoner(s) within the vehicle
- I. Close and constant observation of the prisoner(s)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**12.16** Given situations in which a prisoner(s) must be transported in a patrol vehicle, the trainee shall safely place the handcuffed (if according to department policy) prisoner(s) into the vehicle and safely transport the prisoner(s) to the predetermined destination.

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Written Test	Trainee _____ Date	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<b>Comments:</b>          <div style="text-align: right;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>				

**12.17** The trainee shall review and explain the legal constraints, department policy and procedure, and custody facility requirements relative to medical clearance / approval prior to booking.

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Written Test	Trainee _____ Date	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<b>Comments:</b>          <div style="text-align: right;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>				

## BOOKING PRISONERS

**12.18** The trainee shall explain how to properly book a juvenile prisoner in conformance with department 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 for the confinement of a child under 16 years of age with an adult accused or convicted of a crime
- G. Custody alternatives

**Reference:**

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

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Written Test	Trainee _____ Date	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<b>Comments:</b>          <div style="text-align: right;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>				



**BOOKING PRISONERS**

(continued)

**12.19 The trainee shall acquire (preferably through a tour) an understanding of the basic functions, layout, organization and staffing of the jail facility.**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Role Play	Trainee <small>Date</small>	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

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

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Role Play	Trainee <small>Date</small>	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**12.21 The trainee shall explain his / her responsibilities to complete the proper procedure of booking an inmate into a facility, including:**

- A. Complete and accurate pre-booking form, receiving sheet, and/or probable cause statement to include charges and sub-sections.
- B. Confirm arrestee is adult versus juvenile
- C. Valid court and / or warrant paperwork
- D. Inmate is medically screened and has medical clearance / approval form
- E. Physical condition / injuries and /or current medical problems (delirium tremens/DTs, heart problems, etc.

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Role Play	Trainee <small>Date</small>	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**BOOKING PRISONERS**

(continued)

**12.22** The trainee shall explain how to properly book adult prisoners in conformance with department policies, legal codes and minimum jail standards, including:

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____	
						(If applicable)	

**12.26 The trainee shall review and explain methods and procedures for releasing a prisoner (including per 849(b) PC).**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____	
						(If applicable)	

**12.27 The trainee shall discuss his / her department's response, if any, to a jail emergency, including:**

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____	
						(If applicable)	

## PEOPLE WITH DISABILITIES

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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<b>Comments:</b>          <div style="text-align: right;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>							

**12.29 The trainee shall acknowledge that some disabilities are not readily apparent and that sometimes people with developmental or cognitive disabilities may have little or no conscious ability to control their behavior.**

Discussion should include how to identify indicators of:

- A. Mental illness
- B. Intellectual disabilities
- C. Substance use disorders
- D. Neurological disorders
- E. Cerebral Palsy
- F. Epilepsy
- G. Autism spectrum
- H. Traumatic brain injury
- I. Post Traumatic Stress Disorder
- J. Dementia
- K. Genetic disorders, including Down syndrome

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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<b>Comments:</b>          <div style="text-align: right;">           Incident #: _____            Case Report #: _____            (If applicable)         </div>							

**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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Trainee	Date	Trainee	Date			Trainee	Date
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**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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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**PEOPLE WITH DISABILITIES**

(continued)

**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
  - T**one - Present a calm and firm demeanor / Maintain respect and dignity)
  - A**tmosphere - Reduce distractions / Respect personal space
  - C**ommunication - Establish contact / Develop rapport
  - T**ime - Slow down / Reassess

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

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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<b>Comments:</b> <div style="text-align: right; margin-top: 10px;">                     Incident #: _____                      Case Report #: _____                      (If applicable)                 </div>				

**MENTAL ILLNESS CASES**

**12.33 The trainee shall review and explain state law and department policy regarding mental illness cases.**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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<b>Comments:</b> <div style="text-align: right; margin-top: 10px;">                     Incident #: _____                      Case Report #: _____                      (If applicable)                 </div>				

**MENTAL ILLNESS CASES**

(continued)

**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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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

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

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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 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 department 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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**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:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)



**12.39 The trainee shall explain the required documentation and/or reports for detaining and placing mentally ill persons. This discussion shall minimally include:**

- A. Application for 72-Hour Detention for Evaluation and Treatment
- B. Verbal admonishment and supplementary written documentation as specified in 5150W&I
- C. Law Enforcement Mental Health Referral Form (R Drive-SO Forms)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____	
						(If applicable)	

**12.40 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**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____	
						(If applicable)	

**CALAVERAS COUNTY SHERIFF'S OFFICE**  
**FIELD TRAINING PROGRAM**  
**INDEX Section 13 (a)**

**SECTION 13**

**PATROL PROCEDURES**

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13.02 Preventative patrol methods	13.11 What to look for - nighttime patrol	13.20 Safe/effective tactics - foot pursuits
13.03 Advantages of foot/bicycle patrol	13.12 Recently operated parked vehicle	13.21 Policies on mutual aid / jurisdiction
13.04 Advantages of motorized patrol	13.13 How to conduct surveillance	13.22 Concept of cause to stop and detain
13.05 Importance of contacts w/ citizens	13.14 Vehicle identification number (VIN	13.23 Making a lawful pedestrian stop
13.06 Improving perception skills	13.15 Encountering a plain-clothes officer	13.24 Encountering a person on foot
13.07 Techniques-prevent/detect crime	13.16 Plain-clothes or off-duty arrest	13.25 Demonstrate position of interview
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13.35 Serve as back-up during search	13.47 Discretion is car stop situation	13.59 Safely conduct a vehicle search
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13.38 Lic.# and description prior to stop	13.50 Conduct stop/issue cite or warning	13.62 Responding to a crime in progress
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13.65 Entering a home during a dispute	13.69 Enforcement of restraining orders	
13.66 Separate parties in dispute	13.70 Handle a domestic dispute	
13.67 Laws that apply / Domestic dispute	13.71 Notify victim of available aid	

# PATROL PROCEDURES

## PATROL TECHNIQUES

**13.01** The trainee shall explain the principle types of Sheriff's patrol (preventative, directed enforcement, etc.) and their respective impacts on community relations.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Incident #: _____				
Case Report #: _____				
(If applicable)				

**13.02** The trainee shall review and explain basic preventative patrol methods utilized by a deputy:

- A. Frequent checks and contacts with business premises
- B. Frequent checks of suspicious persons
- C. Fluctuating patrol patterns
- D. Maintenance of visibility and personal contact
- E. Daily individual patrol and community action plan

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Incident #: _____				
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(If applicable)				

**13.03** The trainee shall discuss the advantage(s) of foot patrol and bicycle patrol, including:

- A. Increased personal contact between deputies and citizens
- B. Increased observation ability
- C. Increased ability to gather information

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Incident #: _____				
Case Report #: _____				
(If applicable)				

**13.04 The trainee shall discuss the advantage(s) of motorized patrol, including:**

- A. Increased speed and mobility
- B. Increased visibility
- C. Availability of additional equipment
- D. Increased transportation capability
- E. Decreased response time
- F. Communications

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

**13.05 The trainee shall explain the importance of positive daily personal contact with citizens.**

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

OBSERVATION SKILLS

**13.06 The trainee shall identify methods by which perception skills may be improved and demonstrate the ability to describe scene activity, persons and vehicles with acceptable accuracy.**

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

PREVENTING AND DETECTING CRIME

**13.07 The trainee shall explain and demonstrate techniques and procedures that improve a patrol deputy's capabilities in preventing and detecting crime.**

Reference:

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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.08 The trainee shall identify factors to be considered in becoming familiar with the community, including:**

- A. General population information
- B. Appropriate geographic information
- C. Recent criminal activity
- D. Specific factors that may influence patrol functions (i.e., location of emergency hospitals, high-activity areas, community activities and events, etc.)

Reference:

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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.09 The trainee shall explain and demonstrate how to prepare for a normal patrol shift:**

- A. Gathering information through crime reports and briefings
- B. Gathering needed materials (i.e., report forms, citation books, etc.)
- C. Obtaining and checking equipment
- D. Planning work around identified priorities
- E. Preparing daily patrol and community action plan

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.10** The trainee shall identify those locations and / or situations that exist in a "patrol area" that warrant frequent checks.

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.11** The trainee shall explain and demonstrate what a deputy on nighttime patrol should be looking for, including:

- A. Broken glass
- B. Open doors and windows
- C. Pry marks
- D. Suspicious vehicles
- E. Persons on foot
- F. Differences in normal lighting (on or off)
- G. Unusual sounds
- H. Access to rooftop or upper floors

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.12** The trainee shall identify ways to determine if a parked vehicle has been recently operated.

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.13 The trainee shall describe and / or demonstrate how to conduct surveillance, including:**

- A. Invisible deployment      B. Radio security      C. Use of surveillance / vision devices

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

**13.14 The trainee shall be able to locate the vehicle identification number (VIN) of various vehicles (i.e., auto, trucks, trailers, motorcycles, recreation vehicles and motor homes).**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

ADDITIONAL PATROL SAFETY

**13.15 The trainee shall explain and / or demonstrate how to react when encountering a plain-clothes deputy in the field.**

- A. Not displaying any recognition of the plain clothed deputy until he/she acknowledges his/her presence  
 B. In the absence of his/her self-acknowledgement, reaction to him/her should be identical to any other citizen

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____ Case Report #: _____ (If applicable)

**13.16 The trainee shall explain and / or demonstrate how to respond to uniformed officers/deputies if the trainee makes a plain-clothes or off-duty arrest.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							

**13.17 The trainee shall explain and / or demonstrate ways to avoid the hazards of "silhouetting."**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							

**13.18 The trainee shall explain and / or demonstrate how to avoid making telltale "police noises" such as:**

- A. Vehicle noises      B. Radio noises      C. Key and whistle noises

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							

**13.19 The trainee shall explain the importance of always keeping a subject's hands in view.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							



**13.20** The trainee shall explain and / or demonstrate safe and effective tactics for initiating a foot pursuit of a fleeing suspect.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.21** The trainee shall review and explain department policies on mutual aid and jurisdiction, including

- A. Use of official vehicles outside the department's jurisdiction
- B. Responding to calls for assistance outside the department's jurisdiction
- C. Assisting other agencies with arrests within department jurisdiction

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

PEDESTRIAN STOPS

**13.22** The trainee shall explain the concepts of consensual encounter and reasonable suspicion to stop and detain. The trainee will also explain, demonstrate, or otherwise give examples of how these encounters can be elevated to probable cause, allowing for an arrest to be made.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.23 The trainee shall explain the circumstances of making a lawful pedestrian stop. This explanation shall minimally include:**

- A. The existence of suspicious activity
- B. The time of day or night
- C. Reasonable suspicion to believe that the person being stopped may be involved in criminal activity.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.24 The trainee shall identify and discuss those tactical variables to consider when encountering a person on foot. The discussion shall minimally include determining:**

- A. Whether or not to stop the person
- B. When and where to stop the person
- C. Methods to utilize in stopping the person (approach on foot vs. in a vehicle)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.25 The trainee shall describe and demonstrate positions that one or two deputies can take while interviewing one or more suspicious persons to minimize the possibility of attack.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.26 The trainee shall properly and legibly complete the field interview (FI) report form.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.27 The trainee shall explain the role and use of CLETS in determining a person's wanted status.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.28 Given a situation with a suspicious person(s) on foot, the trainee shall, having assessed sufficient cause, safely and effectively approach, contact, interview the person(s), and complete a FI or make any other proper disposition.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

SEARCHING PERSONS

**13.29 The trainee shall identify and explain the basic degrees of searches of person(s). These shall minimally include:**

- A. Visual / cursory search
- B. Pat-down search
- C. Field search (standing, kneeling, prone)
- D. Strip search
- E. Body cavity search

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.30 The trainee shall explain the common principles of the search of an individual. These principles shall minimally include:**

- A. Constant alertness
- B. Maintain control and position of advantage (contact & cover)
- C. Thoroughness of the search
- D. Safeguarding weapons

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.31 The trainee shall identify those places on the person of both males and females where dangerous weapons or contraband may be concealed.**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.32 The trainee shall safely and effectively conduct a legal pat-down search of one or more suspect(s).**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.33 The trainee shall safely and effectively conduct a field search (standing, kneeling, or prone) of one or more suspect(s).**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

SEARCHING PERSONS

(continued)

**13.34 The trainee shall explain the responsibilities of the back-up officer during the search of one or more persons. The responsibilities should minimally include:**

- A. Protecting the searching deputy from outside interference and from those being searched
- B. Assisting in control of the person(s) being searched, as needed
- C. Continuous observation of the person(s) being searched

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.35 The trainee shall safely and effectively serve as a back-up officer while another officer conducts a search of one or more suspect(s).**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

VEHICLE STOPS

**13.36 The trainee shall explain various types of vehicle stops to minimally include:**

- A. Traffic violations
- B. Investigative
- C. High risks

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.37 The trainee shall identify and discuss the following elements to be considered when selecting the proper location for a vehicle stop:**

- A. Traffic hazards
- B. Escape routes
- C. Number of people present
- D. Lighting conditions
- E. Proper position of primary and backup units

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.38 The trainee shall explain the advantages of recording the license number and description of the vehicle prior to the stop.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.39 The trainee shall demonstrate the proper distance to initiate the stop of another vehicle. The distance should be:**

- A. Not so great as to encourage an escape attempt
- B. Not so close as to present a hazard
- C. Enough to create a safety corridor (patrol car off-set left or right) for the safety of the deputy and vehicle occupant(s).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**VEHICLE STOPS**

(continued)

**13.40 The trainee shall identify techniques for gaining the attention of the driver when making a vehicle stop. Techniques shall minimally include:**

- A. Use of emergency lights
- B. Use of headlights
- C. Use of horn
- D. Use of siren
- E. Use of hand signals
- F. Use of public address (PA) system
- G. Proper use of spotlight to include:
  1. Not blinding the driver while the vehicle is moving
  2. Illuminating the interior of the stopped vehicle
  3. Focusing on the rear and side mirrors to blind the occupants of the deputy's approach

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.41 The trainee shall identify the inherent hazards involved when an officer conducts a vehicle stop. These hazards shall minimally relate to the:**

- A. Location of the stop
- B. Reason for the stop
- C. Deputy's approach
- D. Position the deputy takes
- E. Contact with the violator
- F. Visibility

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.42 The trainee shall identify the consequences of failing to closely watch the movements of the occupants of a vehicle prior to, during and after the stop. These shall minimally include:**

- A. Attack from suspects
- B. Destruction or concealment of evidence
- C. Escape of occupants

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.43 The trainee shall explain the advantages, disadvantages and legal aspects of directing the occupants to remain in or exit the vehicle during a stop.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	Case Report #: _____ (If applicable)

**13.44 The trainee shall explain and / or safely demonstrate how to safely stop and approach vehicles other than automobiles:**

- A. Motorcycles and bicycles
- B. Campers and vans
- C. Buses
- D. Trucks
- E. Tractor/Trailers

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	Case Report #: _____ (If applicable)

**13.45 The trainee shall identify common violator reactions and shall discuss techniques for appropriately dealing with those reactions, which may include:**

- A. Embarrassment
- B. Anger
- C. Fear
- D. Rationalization or excuse for violation
- E. Refusal to sign citation

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	Case Report #: _____ (If applicable)



**VEHICLE STOPS**

(continued)

**13.46 The trainee shall explain why a deputy should not argue with a violator.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.47 The trainee shall explain discretion in a car stop situation by giving examples of traffic situations in which a deputy feels that a warning may be more beneficial.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.48 The trainee shall explain the advantages of the following procedures:**

- A. Obtaining the violator's driver's license, vehicle registration and proof of insurance as soon as possible after making the stop
- B. Not accepting the violator's wallet in response to a request for a driver's license
- C. Checking the validity and authenticity of a driver's license (including picture) and vehicle registrations
- D. Checking the signature of the violator on the citation
- E. Issuing the proper copy of the citation to the violator

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.49** The trainee shall recognize that the required signature of the violator on a citation is not an admission of guilt, but a promise to appear (PTA).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

**13.50** Given an incident involving a traffic violation, the trainee shall safely and effectively conduct a traffic stop and assess whether to issue a citation or warning in a manner that promotes a positive law

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

FELONY / HIGH-RISK VEHICLE STOPS

**13.51** The trainee shall identify and discuss the important considerations taken when about to make a felony / high-risk vehicle stop. These elements shall minimally include:

- |   |  |
|---|--|
| A. Seriousness of the crime(s)              | F. Placement of subsequent units at the stop itself  |
| B. Availability of back-up                  | G. Placement of additional units away from the stop to control traffic and/or to provide safety for the stop |
| C. Where to make the stop (location)        | H. Use of public address (PA) system   |
| D. Tactics to be used after making the stop | I. Use of additional resources (K-9, air support, etc)   |
| E. Number of suspects involved              |  |

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

**13.52 The trainee shall discuss the proper positioning of the police vehicle for a felony / high-risk vehicle stop.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.53 The trainee shall discuss the advantages of verbally ordering the suspect(s) from the vehicle prior to approaching on foot.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.54 The trainee shall explain verbal commands that should be used when removing suspect(s) from a vehicle prior to approaching on foot. These commands shall minimally include having the**

- A. Keep hands in sight at all time
- B. Exit the vehicle (according to department policy)
- C. Assume position of disadvantage outside the vehicle

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.55 The trainee shall discuss the advantages of waiting for additional back-up before approaching the vehicle or the occupants**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.56** The trainee shall explain the roles of both the primary and back-up deputy(s) before, during and after the stop. This discussion shall minimally include which deputy:

- A. Has the radio responsibilities
- B. Assumes the shotgun responsibilities (if applicable)
- C. Communicates to the occupants
- D. Searches the occupants and / or vehicle

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.57** Given an incident involving a felony / high-risk vehicle stop, the trainee shall safely stop the vehicle, remove the occupant(s) and place the occupant(s) in a position of disadvantage without the deputy(s) being placed in an inherently dangerous position.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

SEARCHING VEHICLES

**13.58** The trainee shall identify and explain principles of a safe and effective search of a vehicle. These principles shall minimally include:

- A. Proper removal and control of occupants
- B. A systematic method of search

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.59** Given an incident, the trainee shall safely and effectively conduct a vehicle search.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

SEARCHING BUILDINGS / AREAS

**13.60** The trainee shall identify and explain principles of a safe and effective search of a building that may contain a suspect. These principles shall minimally include:

- A. Containment of the building
- B. Containment of area(s) already searched
- C. Utilization of a systematic method
- D. Safe searching techniques
- E. Appropriate use of canine or specialized assistance

Reference:

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.61** Given an incident, the trainee shall safely and effectively conduct a building / area search.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

HANDLING CRIMES IN PROGRESS

**13.62 The trainee shall explain department policy and factors to consider when responding to crimes in progress. These may include:**

- A. Proceeding directly to scene as quickly and silently as possible
- B. Proceeding directly to scene utilizing emergency lights and / or siren
- C. Proceeding to the location most likely to intercept fleeing suspects
- D. Proceeding to scene and coordinating arrival and / or deployment with other units
- E. Distance to location
- F. Availability of assisting units
- G. Nature of crime
- H. Traffic and environmental conditions
- I. Concern for possible lookouts
- J. Watch for fleeing suspects
- K. Parking and securing vehicle
- L. Apprehension of suspect(s)
- M. Broadcasting additional information
- N. Securing the scene

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**13.63 The trainee shall explain department policy and procedures to be followed when responding to a prowler call. These may include:**

- A. Coordination of responding units
- B. Utilization of a quiet and possibly "blacked-out" approach
- C. Containment of the area
- D. Parking and securing the vehicle
- E. Advantages and disadvantages of immediately contacting the reporting party (RP)
- F. Controlled search of area or location
- G. Looking for telltale signs, footprints, barking of dogs, etc.
- H. Locating "warm" vehicles

**Reference:**

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

DOMESTIC VIOLENCE

**13.64 The trainee shall explain the legal issues and a law enforcement officer's duties in response to a domestic violence situation to minimally include:**

- A. Difference between domestic violence and a domestic dispute
- B. Impact of domestic violence on victims, children and the suspects
- C. Essential elements of Penal Code Sections 13700 and 13519
- D. Duty to provide maximum protection to the victim from abuse (emergency protective or)
- E. Provide safety to other persons and property
- F. Verification and enforcement of active restraining and stay-away orders
- G. Responsibility and authority with tenancy issues related to domestic violence
- H. Determine if a crime has been committed and if arrest is mandatory
- I. Completion of appropriate documentation and required reports
- J. Making appropriate victim's assistance information referrals for medical aid, personal safety, community resources, legal options and the District Attorney's Office
- K. Taking temporary custody of firearms

**Reference:**

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.65 The trainee shall recognize the inherent dangers to a deputy who enters the home of a family involved in a dispute.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.66 The trainee shall discuss the advantages and disadvantages of separating parties in a domestic dispute and gathering information from them individually.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.67 The trainee shall explain the differences between criminal and civil law that apply during domestic dispute situations.**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.68 The trainee shall discuss mandatory custody arrest requirements related to domestic disputes and DV.**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.69 The trainee shall review and explain the law and procedures relating to enforcement of active restraining orders, stay-away orders and emergency protective orders.**

Reference: 166(4)PC; 273.6PC

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.70 Given a domestic dispute or domestic violence incident, the trainee shall be able to assess and handle the situation in a safe and effective manner.**

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				



VICTIMS OF VIOLENT CRIME

**13.71** The trainee shall examine and explain the California requirements upon law enforcement officers to notify victims of violent crimes and / or their families of the availability of state funds and other assistance (California Government Code). This description shall minimally include:

- A. Who is eligible for such aid
- B. The time limitations upon the victim in filing a claim
- C. Whom to contact

**Reference:** GC 13955-13956, GC13952, GC13953 & GC 13957.7

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							

**13.72** The trainee shall explain the proper handling of cases of child abuse, neglect, or sexual exploitation of children including:

- A. Initial receipt and evaluation of information
- B. Preliminary investigative procedures
- C. Reporting laws
- D. Follow-up investigative procedures
- E. Referral to additional support agencies (CPS, Social Services, etc.)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____							
Case Report #: _____							
(If applicable)							

**CALAVERAS COUNTY SHERIFF'S OFFICE**  
**FIELD TRAINING PROGRAM**  
**INDEX Section 13 (b)**

**SECTION 13**

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13.74 Authority for confiscating firearms	13.83 Methods of distinguishing members	13.93 Steps taken - fire in a building
13.75 Hate related crimes	13.84 Identity gang graffiti factors	13.94 Methods of searching for victims
13.76 Consequences of hate crimes	13.85 Common criminal activity of gangs	13.95 Burning building unsafe to enter
13.77 Mandates / Policies - Hate crimes	13.86 Methods to reduce gang activity	13.96 Safely manage a fire incident
13.78 Recognize & deal with hate crimes	13.87 Laws & policies for missing persons	13.97 Responsibility - Hazardous materia
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13.104 Simulation or actual scene-perform	13.114 Death investigations	13.131 Tactical - Hostage/barracaded susp
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VICTIMS OF VIOLENT CRIME

(continued)

**13.73 The trainee shall explain the proper handling of cases of elder abuse, neglect, or sexual or fiduciary exploitation, including:**

- A. Initial receipt and evaluation of information
- B. Preliminary investigative procedures
- C. Reporting laws
- D. Follow-up investigative procedures
- E. Referral to additional support agencies (Adult Protective Services, Public Guardian, etc

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

**13.74 The trainee shall identify and discuss the legal authorities and procedures for the confiscation and holding of firearms or other dangerous weapons, including:**

- A. Recognizing prohibited weapons subject to confiscation
- B. Temporary custody of weapons at domestic violence incidents
- C. Temporary custody of weapons owned, possessed, or controlled by subjects detained for 5150W&I
- D. Issuance of receipt for confiscated weapons
- E. Holding time, and other laws related to confiscation of weapons

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

HATE CRIMES

**13.75 The trainee shall recognize indicators of hate-related crimes including:**

- A. Anti-religious symbols / slurs
- B. Slurs re: gender and/or biological sex
- C. Racist symbols
- D. Racial and Ethnic Slurs
- E. Hate-group symbols
- F. Slurs regarding lesbian/gay/bi-sexual/transgender (LGBT) community members

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

**13.76 The trainee shall identify and discuss the possible consequences of hate crimes including:**

- A. Psychological effect on victim
- B. Denial of basic constitutional rights
- C. Community divisiveness
- D. Potential escalation of violence

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.77 The trainee shall identify and explain the legislative mandates and department policy and procedures related to the enforcement of hate crimes.**

**Reference:** 422.6 PC

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.78 The trainee shall recognize and be able to effectively deal with hate crimes motivated by race, ethnicity, religion, biological sex, or sexual orientation.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

GANG AWARENESS

**13.79** The trainee shall discuss the characteristics of gangs and the importance of recognizing gangs in terms of officer safety and the investigation of criminal activity.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
				<input type="checkbox"/> Written Test			<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="float: right; text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.80** The trainee shall identify types of gangs that represent law enforcement concerns, including:

- A. Street gangs
- B. Motorcycle gangs
- C. Prison gangs
- D. Cults / Ritualistic gangs

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
				<input type="checkbox"/> Written Test			<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="float: right; text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.81** The trainee shall discuss primary reasons for gang membership, including:

- A. Peer pressure
- B. Common interests
- C. Protection / Safety
- D. Familial and/or generational influence

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="float: right; text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.82 The trainee shall discuss characteristics that are common to most gangs, including:**

- A. Cohesiveness
- B. Code of silence
- C. Rivalries
- D. Revenge

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.83 The trainee shall identify methods that gangs use to distinguish their members from members of other gangs, including:**

- A. Tattoos
- B. Attire and accessories
- C. Use of monikers
- D. Use of hand signs

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.84 The trainee shall identify gang graffiti factors significant to law enforcement, including:**

- A. Identifying individuals and / or a specific gang
- B. Identifying gang boundaries
- C. Indications of pending and / or past gang conflict

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

GANG AWARENESS

(continued)

**13.85** The trainee shall discuss types of criminal activities as those commonly engaged in by gangs, including:

- A. Sale and use of narcotics
- B. Crimes involving physical violence
- C. Auto thefts and vehicle burglaries
- D. Other theft-related crimes

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.86** The trainee shall explain law enforcement methods to reduce gang activity, including:

- A. Identification of gang activity
- B. Coordination with allied agencies
- C. Reduction of the opportunity for criminal activities
- D. When gang members are arrested, requesting the district attorney seek sentencing enhancements under the Street Terrorism Enforcement Prevention Act

**Reference:** 186.22PC

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

MISSING PERSONS

**13.87** The trainee shall review and explain state law (including statutory reporting requirements) and the department's policies and procedures for handling missing persons, both adult and juvenile.

**Reference:** 784.5PC; 14205(a)PC; 14205(b)PC; 14206(a)(1)PC; 14207(a)-(c)PC

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

MISSING PERSONS

(continued)

**13.88** The trainee shall explain the department's policy regarding search procedures for missing persons.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____				
Case Report #: _____				
(If applicable)				

**13.89** The trainee shall explain the reasons for making a thorough search of a "missing" child's house and nearby area at the outset of the investigation.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
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		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____				
Case Report #: _____				
(If applicable)				

**13.90** The trainee shall review and explain the criteria and initiation for an Amber Alert.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____				
Case Report #: _____				
(If applicable)				

**13.91** Given an incident involving a missing person, the trainee shall follow any statutory requirements and properly apply the department's policies and procedures in reporting the situation and, if necessary, initiating search procedures.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____				
Case Report #: _____				
(If applicable)				



**FIRES**

**13.92** The trainee shall identify the following types of fires and the best methods to deal with each:

- A. Dry combustibles
- B. Flammable liquids
- C. Electrical
- D. Combustible metals

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right; margin-top: 10px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.93** The trainee shall identify and discuss the initial steps to be taken when confronted with a fire in a building. These steps shall minimally include:

- A. Request for fire department
- B. Request for further law enforcement assistance, if necessary
- C. Immediate evacuation of any occupants
- D. Isolation of the immediate area
- E. Establishment of a perimeter for crowd control

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right; margin-top: 10px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.94** The trainee shall identify and discuss the best methods of conducting a safe and effective search for victims in a burning building.

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right; margin-top: 10px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.95** The trainee shall recognize signs that indicate a burning building is unsafe to enter.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right; margin-top: 10px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.96** Given a scenario or an actual incident involving fire, the trainee shall perform all the necessary steps to safely and effectively manage the situation.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
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		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

HAZARDOUS OCCURRENCES / MAJOR DISASTERS

**13.97** The trainee shall review and explain the responsibilities and actions required of an agency whose jurisdiction is the scene of a hazardous material incident, disaster, potential disaster, or chemical spill (including ICS - Incident Command System and OES - Office of Emergency Services).

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

**13.98** The trainee shall review and explain the department's policy on hazardous substances or chemical spills (HAZMAT).

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

**13.99 The trainee shall explain responsibilities and considerations of a first responder to a hazardous materials incident, including:**

- A. Recognition
- B. Safety / Isolation / Area containment
- C. Notification to proper agencies
- D. Basic first responder limitations

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.100 The trainee shall identify and explain the initial responsibilities of the first unit to arrive at a major vehicle accident or other disaster scene. These responsibilities shall minimally include:**

- A. Requesting needed assistance and equipment
- B. Providing for emergency medical aid
- C. Undertaking immediate coordination with appropriate outside agencies
- D. Establishing a security perimeter
- E. Establishing safe ingress and egress corridors
- F. Identifying and admitting only authorized personnel
- G. Dealing with the media
- H. Advising additional units of potential hazards (eg: large roadway spill, power lines down, etc.)

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**13.101 The trainee shall discuss procedures to be used when confronted with other unusual or hazardous occurrences. These occurrences shall minimally include:**

- A. Downed electrical wires
- B. Malfunctioning traffic signals
- C. Hazards on the roadway
- D. Damaged fire hydrants
- E. Gas leaks
- F. Chemical spills
- G. Conditions caused by inclement weather such as fog, snow, ice, flooding and mud slides
- H. Military incidents requiring police intervention
- I. Wilderness-Urban Interface fires

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**BOMBS / EXPLOSIVE DEVICES**

**13.102** The trainee shall review and explain the department's policy and procedures for handling explosives.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Written Test	Trainee <small>Date</small>	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.103** The trainee shall explain tactical considerations upon arrival at the scene of a suspected or actual explosive device. These considerations shall minimally include:

- A. Hazards of using the police radio and / or cellular phone
- B. Request for a technician or E.O.D.
- C. Isolation of the device and the area
- D. Evacuation of civilian personnel
- E. Possibility that more than one explosive device exists

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Written Test	Trainee <small>Date</small>	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.104** Given a simulated or actual disaster, potential disaster, chemical spill, or bomb scene, the trainee shall assess and perform all necessary responsibilities and actions in a safe and effective manner.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play		<input type="checkbox"/> Role Play
Trainee <small>Date</small>	Trainee <small>Date</small>	<input type="checkbox"/> Written Test	Trainee <small>Date</small>	<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

AIRCRAFT CRASHES

**13.105** The trainee shall review and explain the department's policy on aircraft crashes.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.106** The trainee shall discuss factors associated with the handling of an aircraft crash, including:

A. Civilian Aircraft

1. Federal Aviation Agency (FAA) and / or National Transportation Safety Board (NTSB) will investigate.

B. Military Aircraft

1. Military authorities are in charge
2. There may be dangerous weapon issues
3. There may be classified materials present
4. Police cannot authorize news media to enter

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

FIRST AID

**13.107** The trainee shall possess the knowledge and skills needed to administer necessary first aid during emergency situations.

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. _____ Date	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee _____ Date	Trainee _____ Date		Trainee _____ Date	
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**FIRST AID**

(continued)

**13.108 The trainee shall review and explain department policy on administering first aid.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.109 The trainee shall discuss why a law enforcement officer is morally, ethically and legally required to maintain proficiency in first aid techniques.**

**Reference:** H&S 1797.183 and PC 13518

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.110 The trainee shall explain why the improper application of first aid techniques could conceivably result in civil action against the deputy and the department.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.111 Given any emergency situation in which some form of first aid becomes a necessity, the trainee shall properly administer the necessary first aid technique(s) following the summoning of professional**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**13.112 The trainee shall explain the department's plan for the management of occupational exposure to blood and airborne pathogens (i.e., HIV, Hepatitis, TB, etc.)**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

SICK, INJURED, OR DECEASED PERSONS

**13.113 The trainee shall review and explain department policies concerning providing aid and transportation to sick or injured persons.**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.114 The trainee shall review and explain California law and department procedures concerning death investigations that must be handled by the medical examiner:**

- A. Apparent homicide, suicide, or occurring under suspicious circumstances
- B. Resulting from the use of dangerous or narcotic drugs
- C. The death of any person who is incarcerated in any jail, correctional facility, or who is in police custody
- D. Apparently accidental or following an injury
- E. By disease, injury, or toxic agent during or arising from employment
- F. While not under the care of a physician during the period immediately previous to death
- G. Death related to disease that might constitute a threat to public health

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments: _____ <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>				

**13.115 The trainee shall review and explain legal requirements concerning the removal of a human body from the death scene, including:**

- A. Limits to which a deputy may search a dead person
- B. Legalities involved in transporting an obviously dead person in an ambulance

**Reference:** Gov. Code Sec. 27491.3 & 27491c; 13 Cal. Admin. Code, Section 1101

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

LOST, FOUND AND RECOVERED PROPERTY

**13.116 The trainee shall review and explain California law and department policies and procedures concerning the disposition of property other than evidence, including:**

- A. Property recovered by deputy
- B. Property found by citizen
- C. Property (real or personal) or injured, ill, or deceased persons
- D. How Law Enforcement Data Systems (LEDS) can assist in determining property status

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

CROWD CONTROL

**13.117 The trainee shall explain the guaranteed First Amendment rights of freedom of speech and freedom of assembly, and will understand the responsibility of law enforcement to protect and uphold an individual's right to free speech and assembly, while also protecting the lives and property of all people.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							



**13.118** The trainee will explain and discuss the agency philosophy and law enforcement objective for controlling a crowd where there is a potential or imminent threat of violence. (Discussion to include: control situation, prevent violations of law, without infringing on First Amendment rights).

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

**13.119** The trainee will understand and be able to explain the fact that peace officers must not allow personal or political opinions, attitudes, or religious views to influence their responsibility to protect an individual's rights to free speech and assembly.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

**13.120** The trainee will explain the concept of restoring order, with an understanding that if the actions of a group turn from lawful to unlawful activities, law enforcement officers (following law and policy) have a responsibility to control those actions efficiently and with minimal impact to the community.

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
Trainee _____ Date	Trainee _____ Date	<input type="checkbox"/> Role Play	Trainee _____ Date	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
Comments:				
Incident #: _____ Case Report #: _____ (If applicable)				

**13.121 The trainee will identify and explain the department's philosophy and policies for response to crowd management situations. A discussion of department philosophy and policies will minimally include:**

- |   |  |
|---|--|
| <p>A. Crowd Management at large planned/organized gathering</p> <ol style="list-style-type: none"> <li>1 Protests/Demonstrations/First Amendment activities</li> <li>2 Labor disputes</li> <li>3 Concerts</li> <li>4 Sporting events / celebrations</li> <li>5 Holiday celebrations</li> <li>6 Cultural programs</li> <li>7 Religious gatherings</li> <li>8 Community activities</li> </ol> <p>B. Containment</p> <ol style="list-style-type: none"> <li>1 Establish flexible &amp; controllable perimeter</li> <li>2 Deputies to control entry/exit of crowd within perimeter</li> </ol> | <p>C. Incident Planning</p> <ol style="list-style-type: none"> <li>1 Establishing a command post</li> <li>2 Coordination of resources</li> <li>3 Planning, preparation, and coordination with event promoters</li> <li>4 Deploying sufficient personnel with proper equipment</li> <li>5 Establishing a unified chain of command</li> <li>6 Establishing rules of conduct (crowd, LE, media, etc)</li> <li>7 Preparing to handle multiple arrests</li> <li>8 Planning/coordinating the response of medical personnel</li> <li>9 Making contingency plans for response if a riot occurs</li> <li>10 Written Plans (ICS, SEMS, NIMS)</li> <li>11 Authorized/designated LE personnel for media</li> </ol> |
|---|--|

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<p>Comments: _____</p> <p style="text-align: right;">Incident #: _____</p> <p style="text-align: right;">Case Report #: _____</p> <p style="text-align: right;">(If applicable)</p>				

**13.122 The trainee shall define and describe basic crowd and riot control formations and that using only the level(s) of force necessary may be used to arrest or disperse violators and restore order.**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<p>Comments: _____</p> <p style="text-align: right;">Incident #: _____</p> <p style="text-align: right;">Case Report #: _____</p> <p style="text-align: right;">(If applicable)</p>				

**13.123 The trainee will understand and be able to discuss law enforcement actions immediately following crowd dispersal orders. The trainee will understand that if the only unlawful act at a crowd control situation is the forming of an unlawful assembly, the crowd should be given an opportunity to disperse voluntarily prior to initiating any arrests.**

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date _____	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform	F.T.O. _____ Date _____	<input type="checkbox"/> Field Perform
Trainee _____ Date _____	Trainee _____ Date _____	<input type="checkbox"/> Role Play	Trainee _____ Date _____	<input type="checkbox"/> Role Play
		<input type="checkbox"/> Written Test		<input type="checkbox"/> Written Test
		<input type="checkbox"/> Verbal Test		<input type="checkbox"/> Verbal Test
<p>Comments: _____</p> <p style="text-align: right;">Incident #: _____</p> <p style="text-align: right;">Case Report #: _____</p> <p style="text-align: right;">(If applicable)</p>				

**13.124** The trainee will understand and be able to discuss the importance of all law enforcement personnel at a crowd situation being aware of their purpose and agency policies. If any peace officer at a crowd management or crowd control incident is not absolutely clear on the law enforcement objective, mission, or agency policies relating to the incident, it is that deputy's responsibility to immediately contact a supervisor to obtain clarification.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.125** The trainee will identify and be able to discuss the department's philosophy and policies dealing with the principles of riot control. The discussion will minimally include the following:

- |  |  |
|--|--|
| <p>A. Containment</p> <ol style="list-style-type: none"> <li>1 Flexible outer perimeter controlling crowd ingress and egress</li> <li>2 Denying access and preventing other from joining</li> </ol> <p>B. Isolation</p> <ol style="list-style-type: none"> <li>1 Develop inner perimeter to focus on gaining control</li> </ol> <p>C. Dispersal</p> <ol style="list-style-type: none"> <li>1 Commence once perimeters established &amp; control forces are in place to help support movements</li> </ol> | <p>D. Restoration of order</p> <ol style="list-style-type: none"> <li>1 Medical aid</li> <li>2 Detention, arrest, cite &amp; release, transport arrestees</li> <li>3 Criminal Investigation</li> <li>4 Authorized/designated LE personnel for media</li> </ol> |
|--|--|

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**13.126** Understand and discuss the importance of proper law enforcement conduct in response to crowd and riot situations. All LE personnel responding to such situations must conduct themselves legally and professionally, and in a calm and unbiased manner. Officers shall respond safely and professionally, following law and agency policies.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

NEWS MEDIA RELATIONS

**13.127** The trainee shall discuss the most common law enforcement practices as to who may release information to the news media and the notification procedures utilized.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**13.128** The trainee shall recognize press credentials most commonly honored by law enforcement agencies.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**13.129** The trainee shall identify the provisions of California law pertaining to the authorization of news media representatives to enter areas otherwise closed to the public.

Reference: 409.5 PC

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**13.130 The trainee shall discuss types of information that could negatively affect the rights of an individual and/or place the investigation at risk if furnished to the news media, including:**

- A. Statements as to the character or reputation of an accused person or prospective witness
- B. Admissions, confessions, or alibis attributed to an accused person
- C. Results, performance, or refusal of a suspect or witness to take any test(s)
- D. The presumed credibility of an accused person or witness
- E. The probability of an accused person entering a guilty plea
- F. The opinioned value of evidence against an accused person
- G. Information prohibited by department policy
- H. Information that would be detrimental to the investigation of the case
- I. Information that may jeopardize the rights of the individual

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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<b>Comments:</b>          <div style="text-align: right;">                     Incident #: _____                      Case Report #: _____                      (If applicable)                 </div>							

HOSTAGE / BARRICADED SUSPECT

**13.131 The trainee shall explain and / or demonstrate tactical considerations in dealing with hostage / barricaded suspect situations, including:**

- A. Safe approach
- B. Containment of the scene
- C. Requesting the appropriate assistance (i.e., hostage negotiator, specialized units, etc.)
- D. Evacuation
- E. Communication / negotiation with the suspect

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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<b>Comments:</b>          <div style="text-align: right;">                     Incident #: _____                      Case Report #: _____                      (If applicable)                 </div>							

## SNIPER ATTACK

**13.132** The trainee shall explain those steps which should be immediately taken when confronted with a "set-up", ambush, or sniper attack, including:

- A. Seeking cover and/or concealment
- B. Calling for assistance
- C. Isolating and clearing the area(s)
- D. Determining possible location of assailants

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

**13.133** The trainee shall discuss tactical actions that can be taken by the driver of a vehicle that comes under sniper attack:

- A. Accelerating/ Reversing out of the "kill zone".
- B. Turning into nearest available cover
- C. Abandoning the target vehicle
- D. Awareness of possible secondary ambush

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
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Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

**13.134** The trainee shall discuss tactics that should be used when an occupied police vehicle has been hit with a firebomb:

- A. Accelerating out of the danger zone if vehicles are still operable
- B. Abandon vehicle (after initial flame burst, if bomb enters vehicle, if vehicle is incapacitated)

Reference:

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. _____ Date	F.T.O. _____ Date	<input type="checkbox"/> Field Perform	F.T.O. _____ Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>				

ANIMAL CONTROL

**13.135** The trainee shall explain the department's policy and procedures when confronted with different types of animal control situations. These types of situations shall minimally include:

- |                                     |   |
|-------------------------------------|---|
| A. Animals that are:                | B. Nuisances created by unsanitary keeping of animals |
| 1 Dead animals    1 Rabid           | C. Protective custody of animals                      |
| 2 Injured            2 Strays       | D. Animal bites                                       |
| 3 Noisy                3 Wild/Feral |   |

Reference:

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Incident #: _____							
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(If applicable)							

**13.136** The trainee shall explain the department's policy and procedures when it is determined that a vicious, dangerous, or injured animal must be killed / destroyed. This explanation shall minimally include:

- Whom to notify prior to killing the animal
- Who may shoot the animal in the proper and most humane method
- What report(s) must be completed following the shooting of the animal
- Proper disposal of the dead animal

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Incident #: _____							
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(If applicable)							

**13.137** Given an incident, the trainee shall effectively assess and handle an animal control situation.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Comments:							
Incident #: _____							
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(If applicable)							

**CALAVERAS COUNTY SHERIFF'S OFFICE**  
**FIELD TRAINING PROGRAM**  
**INDEX Section 14**

**SECTION 14      INVESTIGATIONS / EVIDENCE**

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| 14.02 Basic rules in statement taking       | 14.11 Steps - Rape, Robbery, Kidnapping   | 14.20 Effects of the "Exclusionary rule" |
| 14.03 Contents of a good statement          | 14.12 At scene of serious injury or death | 14.21 Define the "Hearsay Rule"          |
| 14.04 Ramifications of Miranda Warning      | 14.13 Define "Burden of Proof"            | 14.22 Organized search methods           |
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# INVESTIGATIONS / EVIDENCE

## INTERVIEWING

**14.01** The trainee shall explain the systematic steps he / she should take in preparing for an interview or interrogation.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.02** The trainee shall discuss basic rules in statement taking and interviewing. These rules shall minimally include:

- A. Ask direct, brief questions. Let the person being interviewed to the majority of the talkir
- B. Controlling the interview. Minimize rambling by the person being interviewed.
- C. Avoiding leading questions, except when absolutely necessary.
- D. Putting the person being interviewed at ease.
- E. Writing statements verbatim (when appropriate) from the person being interviewed
- F. Not improvising or making assumptions.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.03** The trainee shall describe the contents of a good statement. These contents shall minimally include:

- A. What happened
- B. When it happened
- C. Where it happened
- D. Who it happened to
- E. How it happened
- F. Why it happened
- G. How many are involved
- H. Who else was involved

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.04 The trainee shall explain the ramifications of the Miranda warning and shall describe when and why it should or should not be used during interrogations**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments:							Incident #: _____
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							(If applicable)

**14.05 Given a situation in which a statement should be taken, the trainee shall properly conduct an interview and satisfactorily summarize the information on the appropriate form.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**INVESTIGATIONS**

**14.06 The trainee shall recognize what types of situations require the skills of an evidence technician or criminalist.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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**14.07 The trainee shall properly obtain all information necessary for the completion of a thorough preliminary investigation of a "cold" crime.**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

CRIMES AGAINST PROPERTY

**14.08** The trainee shall review and explain a deputy's responsibilities associated with the preliminary investigation and reporting of in-progress or fresh crimes against persons or property. These responsibilities should minimally include:

- A. Identity or description of suspect(s)
- B. Description of loss
- C. Direction of flight of suspect(s)
- D. Possibility of weapons being involved
- E. Radio broadcasts of all known and important information
- F. Conducting a witness check
- G. Pursuit and / or apprehension of suspects, if possible

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Trainee	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**14.09** Given an in-progress or fresh incident involving a crime against property, the trainee shall properly assess and perform all the objectives necessary to satisfactorily complete the preliminary investigation, including the satisfactory completion of the proper report(s).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

CRIMES AGAINST PERSONS

**14.10** Given an in-progress or fresh incident involving a crime against a person, the trainee shall properly assess and perform all the objectives necessary to satisfactorily complete the preliminary investigation, including the satisfactory completion of the proper report(s).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date	Trainee	Date		
Comments:						Incident #: _____	
						Case Report #: _____ (If applicable)	

**14.11 The trainee shall explain the steps to take while investigating the following crimes:**

- A. Rape / Sexual assault    C. Kidnapping    E. Elder Abuse
- B. Robbery    D. Child Abuse    F. Felonious assault

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <span style="float: right;">Date</span>	Trainee <span style="float: right;">Date</span>		Trainee <span style="float: right;">Date</span>	
Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				

**14.12 The trainee shall discuss the steps to take initially at a scene where a serious injury or death has occurred. These steps shall minimally include:**

- A. Preserving the scene, including restriction of unauthorized police person
- B. Determining the need for first aid and summoning medical assistance
- C. Identifying and apprehending suspect(s), if possible
- D. Making proper notifications
- E. Locating visible physical evidence
- F. Locating and interviewing witnesses or possible witnesses as appropriate

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <span style="float: right;">Date</span>	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <span style="float: right;">Date</span>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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**BURDEN OF PROOF**

**14.13 The trainee shall define the term "burden of proof" and determine, in the following situations, whether the "burden of proof" falls upon the prosecution or defense during a criminal trial:**

- A. Criminal guilt    C. Jurisdiction    E. Self-defense as a defense
- B. Corpus delicti    D. Double jeopardy as a defense    F. Insanity as a defense

**Reference:**

Evidence Code Sections 500; 520; 550; 666

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Comments: <span style="float: right;">Incident #: _____</span> <span style="float: right;">Case Report #: _____</span> <span style="float: right;">(If applicable)</span>				



**14.17 The trainee shall explain the tests which an item of evidence must successfully pass before it may be admitted into any criminal court.**

- A. The evidence must be relevant to the matter in issue
- B. The evidence must be competently presented in court
- C. The evidence must have been legally obtained

**Reference:** Evidence Code 210

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**14.18 The trainee shall identify at least three of the following as qualifications that a witness must meet before testifying in a criminal trial in the State of California:**

- A. Know the difference between right and wrong
- B. Understand his/her duty to tell the truth
- C. Possess the ability to express himself/herself concerning the matter to be understood
- D. Testify only to those facts that are personal knowledge (with the exception of those areas covered by the Hearsay Rule)

**Reference:** Evidence Code 701

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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**14.19 The trainee shall explain the privileged communication rule and provide examples to include:**

- A. Husband and wife
- B. Attorney and client
- C. Clergy person and confessor
- D. Physician and patient

**Reference:** Evidence Code Sections 970 & 980; 950; 1030; 990

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

RULES OF EVIDENCE

**14.20** The trainee shall describe the effects of the "exclusionary rule" upon police actions and procedures in the following areas:

- A. Civil rights                                      B. Inadmissible evidence                                      C. Possibility of false arrest

**Reference:** Evidence Code; Case Law

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.21** The trainee shall define the Hearsay Rule and give examples of the rule, including:

- A. Spontaneous statements                                      C. Confessions  
 B. Admissions                                      D. Dying declarations

**Reference:** Evidence Code Section 1200 and 1220

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Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

EVIDENCE COLLECTION AND PRESERVATION

**14.22** The trainee shall search a crime scene and locate physical evidence through the use of an organized method which may include:

- A. Strip search                                      B. Spiral search                                      C. Quadrant search

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.23 The trainee shall explain and / or demonstrate the methods for preserving evidence at a crime scene in fair and inclement weather.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.24 The trainee shall demonstrate the ability to preserve evidence in such a way as to ensure it is received by the examining authority or court in as near to the same condition as it was found.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.25 The trainee shall review and explain, as well as apply, the department's policies on:**

- A. Handling controlled substances
- B. Depositing property, evidence and money
- C. Calling out CSI or detectives to process a crime scene
- D. Depositing firearms, miscellaneous weapons, and explosives
- E. Withdrawing and returning property

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)



**14.26** The trainee shall explain the provisions of the department's rules, policies and procedures regarding the storage of evidence.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.27** The trainee shall review and explain the department's policies and procedures regarding the taking of evidence to laboratory examination facilities and court.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.28** The trainee shall explain "chain of custody" or "chain of evidence".

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.29** Given a crime situation in which any form of evidence is recovered, the trainee shall collect, preserve and deliver the evidence, and properly complete all necessary forms (property reports, evidence tags, etc.) in order to ensure the chain of custody.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

LINE UPS

**14.30** The trainee shall explain technical methods for identifying suspects, including:

- A. Field show-up
- B. Photo identification
- C. Identification kit
- D. Artist's conception

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**14.31** The trainee shall review and explain the department policy and procedure(s), including admonitions, for conducting the following types of "line-ups."

- A. In custody
- B. In the field
- C. Photographic

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**14.32 The trainee shall explain and / or demonstrate the following procedures for a photographic identification:**

- A. Use of multiple photos
- B. Instructions to witness(es)
- C. Control of the situation
- D. Similar appearances

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

SOURCES OF INFORMATION

**14.33 The trainee shall discuss the importance of identifying and developing sources of information through networking with persons in the community.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

**14.34 The trainee shall describe techniques for identifying and developing "informants" and the:**

- A. Hazards of divulging too much information to informants
- B. Danger of breaking confidentialities

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <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	Date	Trainee	Date			Trainee	Date
Comments:							
Incident #: _____ Case Report #: _____ (If applicable)							

**14.35 The trainee shall explain the types of public and private records that may be of assistance when collecting investigative information.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

SUBPOENAS

**14.36 The trainee shall review and explain the department's practices and policies concerning the subpoena process.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
Trainee	Date	Trainee	Date	<input type="checkbox"/> Role Play	Trainee	Date	<input type="checkbox"/> Role Play
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.37 The trainee shall define the term "subpoena" and describe the authority and immunities associated with the subpoena, including:**

- A. Who may exercise the power of a subpoena
- B. Who may serve a subpoena
- C. How a subpoena is served
- D. Who is subject to the power of a subpoena
- E. What immunities from arrest are granted to a person traveling in answer to a subpoena
- F. How a subpoena is enforced

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

COURTROOM TESTIMONY AND Demeanor

**14.38** The trainee shall explain the value of impressive and professional courtroom demeanor and appearance.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.39** The trainee shall explain the value of a pre-trial conference with the prosecuting attorney. This shall minimally include:

- A. Refreshing the deputy's memory
- B. Coordination of efforts

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**14.40** The trainee shall identify and explain principles of effective testimony. These principles shall minimally include:

- A. Honesty
- B. Clarity
- C. Brevity
- D. Objectivity
- E. Poise

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

COURTROOM TESTIMONY AND Demeanor (continued)

**14.41 The trainee shall explain the value of furnishing testimony in a professional manner, even when confronted with a variety of attorney personalities including:**

- A. Irate
- B. Offensive
- C. Threatening
- D. Argumentative
- E. Overly friendly

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.42 The trainee shall become familiar with local courtroom security policies and procedures such as:**

- A. Prisoner escort
- B. Prisoner restraint
- C. Screening of courtroom audience
- D. Disturbance procedures

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.43 The trainee shall recognize that perjury and the falsification of police reports are crimes, and may result in the following consequences:**

- A. Criminal and civil action against the deputy
- B. Irreparable damage to the officer's credibility (Brady list)
- C. Irreparable damage to the prosecution of a case
- D. May result in civil actions against the agency

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**14.44** The trainee shall demonstrate the ability to prepare and furnish courtroom testimony in such a manner as to promote professionalism and the administration of justice.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
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Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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<b>Comments:</b>          <div style="text-align: right;">                     Incident #: _____                      Case Report #: _____                      (If applicable)                 </div>							

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM  
INDEX Section 15**

**SECTION 15**

**TACTICAL COMMUNICATION / CONFLICT RESOLUTION**

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| <b>15.02 Benefits of tactical communication</b> | <b>15.08 Inherent dangers of disputes</b>    | <b>15.14 Landlord-Tenant / Civil, Criminal</b>  |
| <b>15.03 Ability to de-escalate conflict</b>    | <b>15.09 Separating parties in a dispute</b> | <b>15.15 Labor-management disputes</b>          |
| <b>15.04 Use of deflection techniques</b>       | <b>15.10 Citizen arrest procedures</b>       | <b>15.16 Policing Problems Labor Dispute</b>    |
| <b>15.05 Generate voluntary compliance</b>      | <b>15.11 Techniques to use at disputes</b>   | <b>15.17 The role of a small claims court</b>   |
| <b>15.06 Responsibility at scene of dispute</b> | <b>15.12 Safely handle a dispute</b>         | <b>15.18 Safely handle a civil dispute</b>      |
|   |  | <b>15.19 Repossession / general rules</b>       |



# TACTICAL COMMUNICATION / CONFLICT RESOLUTION

## TACTICAL COMMUNICATION

**15.01** The trainee shall discuss how tactical communication involves both professional demeanor and words (verbal and non-verbal cues).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**15.02** The trainee shall identify the benefits of tactical communication including:

- A. Enhanced safety (reduces likelihood of physical confrontation and injury)
- B. Enhanced professionalism (decreases citizen complaints, civil liability, personal and professional stress)

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**15.03** The trainee shall demonstrate an ability to perform in a calm, professional demeanor while de-escalating hostilities or conflicts (i.e., without resorting to physical force).

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
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Comments: <div style="text-align: right;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**15.04 The trainee shall explain and demonstrate the ability to use deflection techniques in response to verbal abuse. Every word that follows "but" is professional language that is goal directed. Examples might include:**

- A. I appreciate that, but I need to see your driver's license, registration, and proof of insurance
- B. I understand that, but I need you to move your vehicle

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

**15.05 Given a scenario or an actual incident involving an uncooperative subject(s), the trainee shall be able to generate voluntary compliance using the 5-step process:**

1. **Ask** (Ethical Appeal) - The subject is given an opportunity to voluntarily comply by simply being asked to comply
2. **Set Context** (Reasonable Appeal) - The "why" questions are answered by the identification or explanation of the law, policy, or rationale that applies to the situation
3. **Present Options** (Personal Appeal) - Explain possible options
4. **Confirm** (Practice Appeal) - Provides one last opportunity for voluntary compliance; "Is there anything I can say to gain your cooperation at this time?"
5. **ACT** - (Take appropriate action)

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:						Incident #: _____ Case Report #: _____ (If applicable)	

HANDLING DISPUTES

**15.06 The trainee shall explain a deputy's basic responsibilities at the scene of a dispute. The responsibilities shall minimally include:**

- A. Remaining impartial
- B. Preserving the peace
- C. Determining whether or not a crime has been committed
- D. Conducting an investigation if a crime has been committed
- E. Providing safety to individuals and property
- F. Suggesting solutions to the problem
- G. Offering names of referral agencies
- H. Considering arrest as a viable alternative if a crime has been committed

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.07 The trainee shall identify various social service organizations that are available within the county to render assistance in dispute situations. These organizations shall minimally include those dealing with:**

- A. Public health
- B. Alcohol problems
- C. Family counseling and child guidance
- D. Drug problems
- E. Humane society / SPCA
- F. Any additional county agencies or organizations

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.08** The trainee shall explain the inherent dangers to a deputy who enters the home of a family (or other occupants) involved in a dispute.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**15.09** The trainee shall explain the advantages and disadvantages of separating parties in a dispute and gathering information from them individually.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**15.10** The trainee shall explain citizen arrest procedures at disputes.

Reference: 243(e)(1) PC; 847 PC

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

HANDLING DISPUTES

(continued)

**15.11 The trainee shall assess and explain different techniques to use in given dispute situations.**

**These situations shall minimally include:**

- A. Family disputes
- B. Neighbor disputes
- C. Juvenile disputes
- D. Loud parties

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.12 Given a scenario or an actual incident involving a dispute, the trainee shall assess and handle the dispute in a safe, efficient, reasonable and discretionary manner.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

CIVIL DISPUTES (including Landlord/Tenant and Labor)

**15.13 The trainee shall review and explain the department's policy on handling landlord-tenant disputes**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.14 The trainee shall identify and explain California civil and criminal law and department procedures applicable to situations that arise from landlord-tenant disputes. These situations shall minimally**

- A. Evictions
- B. Lockouts
- C. Trespasses
- D. Confiscation of property

**Reference:** Civil Code Sections 1861a; 1161; 1161a and 1162; 1946

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.15 The trainee shall review and explain the department's policy on labor-management disputes**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.16 The trainee shall explain department policy and procedures relative to typical policing problems that occur during labor-management disputes. These problems shall minimally include:**

- A. Obstruction of ingress or egress
- B. Blocking of sidewalks and roadways
- C. Outside agitators
- D. Violence and vandalism
- E. Trespasses

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.17 The trainee shall explain the role of the small claims court relative to civil disputes**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.18 Given any situation involving a civil dispute, the trainee shall assess and handle the situation in a safe and effective manner, consistent with department policy and state law.**

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**15.19 The trainee shall explain and discuss the general rules and department policies regarding property repossessions. These rules shall minimally include:**

- A. What property is subject to repossession
- B. Who may make a repossession
- C. To what lengths a repossession may go
- D. When a repossession complete

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**CALAVERAS COUNTY SHERIFF'S OFFICE  
FIELD TRAINING PROGRAM  
INDEX Sections 16, 17**

**SECTION 16**

**TRAFFIC**

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| 16.02 Vehicle Code definitions             | 16.11 Impound/store in authorized manner   | 16.20 Information needed for reports       |
| 16.03 V. C. giving authority to arrest     | 16.12 Responsibility to prevent accidents  | 16.21 Traffic accident response (Perform   |
| 16.04 Common Vehicle Code violations       | 16.13 Primary duty at any accident scene   | 16.22 Hand signals for a driver            |
| 16.05 Enforcement options after violation  | 16.14 Collision investigations & reporting | 16.23 Using a flashlight to direct traffic |
| 16.06 Properly complete a traffic citation | 16.15 Moving vehicles involved in accid.   |  |
| 16.07 Signature not an admission of guilt  | 16.16 When accidents must be investigated  |  |
| 16.08 Policy for towing procedures         | 16.17 Collision report TERMS               |  |
| 16.09 Authority to remove, store, impound  | 16.18 Elements necessary for a diagram     |  |
- 
- |  |  |                                       |
|--|--|---------------------------------------|
| 16.24 Flare patterns / light, extinguish flare | 16.27 Demonstrate sobriety tests used    | 16.30 Report forms to be used for DUI |
| 16.25 Handling an accident scene (scenario)    | 16.28 Chemical tests / obtaining samples | 16.31 Complete DUI investigation      |
| 16.26 Common driving conditions of DUI         | 16.29 Chemical test refusal - procedure  |                                       |

**SECTION 17**

**SELF-INITIATED ACTIVITY**

- |                        |                       |                        |
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| 17.02 Pedestrian stops | 17.04 Arrests         |                        |



# TRAFFIC

## VEHICLE CODE

**16.01** The trainee shall discuss the California Vehicle Code laws that pertain to the operation of motor vehicles and shall be able to recognize violations.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.02** The trainee shall define the following terms as used in the California Vehicle Code:

- |              |                 |                  |               |
|--------------|-----------------|------------------|---------------|
| A. Crosswalk | D. Highway      | G. Motor vehicle | J. Sidewalk   |
| B. Darkness  | E. Intersection | H. Roadway       | K. Vehicle    |
| C. Driver    | F. Limit line   | I. School bus    | L. Pedestrian |

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.03** The trainee shall review and explain the elements of Vehicle Code sections giving authority to arrest.

Reference: 40300.5 through 40303; 40305

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.04 The trainee shall identify common California Vehicle Code violations by code number and classification. These violations shall minimally include those dealing with:**

- A. Vehicle registration and insurance requirements
- B. Theft of and tampering with vehicles
- C. Driver's licenses and identification cards including suspension
- D. Hit and run
- E. Traffic control signals
- F. Other traffic control devices
- G. Driving, overtaking and passing
- H. Right-of-way
- I. Pedestrians
- J. U-Turns
- K. Stopping, standing and parking
- L. Driving under the influence
- M. Other public offenses
- N. Equipment violations
- O. Fleeing / evading an officer
- P. Reckless driving
- Q. Seat belt violations

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date		
Trainee	Date	Trainee	Date			Trainee	Date	
Comments:							Incident #: _____	Case Report #: _____ (If applicable)

**16.05 The trainee shall discuss enforcement options after observation of a traffic violation, including:**

- A. Verbal warning
- B. Issuing a citation
- C. Physical arrest

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date		
Trainee	Date	Trainee	Date			Trainee	Date	
Comments:							Incident #: _____	Case Report #: _____ (If applicable)

**16.06 The trainee shall properly and legibly complete a citation, for an observed traffic offense, within a reasonable amount of time.**

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date		
Trainee	Date	Trainee	Date			Trainee	Date	
Comments:							Incident #: _____	Case Report #: _____ (If applicable)

**16.07** The trainee shall explain that the required signature of a violator on a citation is not an admission of guilt, but a promise to appear.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>							

IMPOUNDING / STORING VEHICLES

**16.08** The trainee shall review and explain the department's policy regarding towing procedures.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>							

**16.09** The trainee shall identify / explain situations where he / she may have the authority to remove, store, and / or impound vehicles, including:

- A. Abandoned vehicles (22669(a) VC)
- B. Traffic hazards (22651(b) VC)
- C. Incident to an arrest (22651(h) VC)
- D. Stored for safekeeping (22651(g) VC)
- E. Stolen, recovered and not released in the field (22651(c) and 22653(a) VC)
- F. Held for investigation (22655.5 VC)
- G. Involved in hit and run (22655 or 22653(b) VC)
- H. VIN removed (10751 VC)
- I. held for operation by unlicensed driver (22651(p) VC)

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right;">             Incident #: _____              Case Report #: _____              (If applicable)           </div>							

## IMPOUNDING / STORING VEHICLES

**16.10** The trainee shall discuss the legal authority and instances which permit a deputy to remove, impound and/or store a vehicle from public and/or private property.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.11** Given an incident in which a vehicle is to be impounded or stored, the trainee shall impound or store the vehicle in an authorized manner. This shall minimally include:

- A. Compliance with state law      B. Compliance with department policy  
 C. Completion of all required reports in a satisfactory manner

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

## VEHICLE COLLISIONS

**16.12** The trainee shall discuss a deputy's responsibilities in preventing accidents in the community, including:

- A. Education  
 B. Enforcement  
 C. Proactive engineering recommendations  
 D. Patrol awareness (including assisting stranded motorists)  
 E. Environmental factors that detract from traffic safety  
 F. Development of positive interagency relationships with road department, public works, planning and traffic safety commission

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.13** The trainee shall explain the primary duties of a deputy at any traffic accident scene, including:

- A. Determining injuries and need for emergency first aid treatment
- B. Protecting the scene, including persons and property involved
- C. Appropriate use of flares (away from spilled fuel)
- D. Ascertaining the need for medics/ambulance service
- E. Considering the need for tow services
- F. Determining the need for further assistance

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.14** The trainee shall review and explain the department's policy regarding traffic collision investigation and reporting.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.15** The trainee shall discuss advantages and disadvantages of immediately removing (or having removed) all vehicles involved in a traffic accident from the highway.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.16 The trainee shall discuss the instances when a traffic accident must be investigated by law and department policy. These instances shall minimally include any:**

- A. Injury accident
- B. Hit and run accident
- C. Accident involving suspected drunk driving
- D. Accident involving city, county or state property

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**16.17 The trainee shall review and discuss the terms relevant to traffic collision investigations, to include:**

- A. **Accident or collision:** an unintentional event that causes damage, death or injury
- B. **Area of Impact:** The geographical location at which the involved parties came into contact, as a result of the vehicle collision, with one another, another object, or a surface
- C. **Classification of injuries:** Complaint of pain, fatal injury, severe injury, & other visible injury
- D. **Coefficient of Friction:** Measure of adhesion between two surfaces (eg: tire & roadway); the lower the coefficient of friction, the more slippery the road surface.
- E. **Deliberate intent:** an intentional act that directly or indirectly involves a motor vehicle in transport that purposely causes damage to property or injury to any person
- F. **In transport:** the state or condition of a vehicle when it is in use primarily for moving persons or property (including the vehicle itself) from one place to another.
- E. **Other parties:** a person other than the operator of the motor vehicle (includes driverless vehicle, a vehicle being towed by other than a rigid tow bar or tow truck, animal drawn conveyances, injured equestrians, injured parties in a train, airplane or cable car, or in highway construction equipment not in transport, injured parties in or upon a structure).
- F. **Primary Collision Factor:** the one element or driving action, which the deputy's opinion best describes the primary or main cause of the collision
- G. **Witness:** a person other than an involved party or a passenger who can provide information relevant to the accident.

**Reference:**

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated?	REMEDIAL TRAINING		How Demonstrated?
F.T.O.	Date	F.T.O.	Date	<input type="checkbox"/> Field Perform	F.T.O.	Date	<input type="checkbox"/> Field Perform
				<input type="checkbox"/> Role Play			<input type="checkbox"/> Role Play
Trainee	Date	Trainee	Date	<input type="checkbox"/> Written Test	Trainee	Date	<input type="checkbox"/> Written Test
				<input type="checkbox"/> Verbal Test			<input type="checkbox"/> Verbal Test
Comments: <div style="text-align: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							

**16.18** The trainee shall identify the basic elements necessary to complete a factual diagram and / or sketch when investigating the scene of a traffic collision. The elements are:

- A. Indications of compass direction
- B. Measurements of the scene in proportion but not necessarily to scale
- C. Use of appropriate illustrations
- D. Determine the point of impact (P.O.I.) and the point of rest (P.O.R.)

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <small>Date</small>	Trainee <small>Date</small>		Trainee <small>Date</small>	
Comments: <span style="float: right;">Incident #: _____ Case Report #: _____ (If applicable)</span>				

**16.19** The trainee shall identify types of physical evidence which are used to determine the cause of a collision, including:

- A. Locked wheel skid, critical speed scuff, impending skid, side skids, and acceleration scuff
- B. Debris, glass, vehicle parts, fluids and other related property damage
- C. Photographs of the scene

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <small>Date</small>	Trainee <small>Date</small>		Trainee <small>Date</small>	
Comments: <span style="float: right;">Incident #: _____ Case Report #: _____ (If applicable)</span>				

**16.20** The trainee shall identify information to be obtained during a collision investigation interview, including:

- A. Identity of the involved parties and vehicle information
- B. Time and location of collision events
- C. Chronology of collision events
- D. Elements unique to hit and run collisions, if applicable

**Reference:**

RECEIVED INSTRUCTION	COMPETENCY DEMONSTRATED	How Demonstrated?	REMEDIAL TRAINING	How Demonstrated?
F.T.O. <small>Date</small>	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	F.T.O. <small>Date</small>	<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee <small>Date</small>	Trainee <small>Date</small>		Trainee <small>Date</small>	
Comments: <span style="float: right;">Incident #: _____ Case Report #: _____ (If applicable)</span>				

**16.21** Given a traffic accident, the trainee shall respond in a safe, efficient and effective manner and shall properly and accurately report the accident according to department policy, including identification of the primary collision factor, along with any associated collision factors.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

TRAFFIC CONTROL / DIRECTION

**16.22** The trainee shall demonstrate recognized traffic hand signals for a driver to include:

- A. Stop
- B. Start
- C. Keep moving
- D. Turn right
- E. Turn left
- F. Make a U-turn

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)

**16.23** The trainee shall demonstrate a method for using the flashlight to direct traffic in the hours of darkness.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____
							(If applicable)



**16.24** The trainee shall explain flare patterns and be able to safely light and extinguish a flare.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.25** Given a handout or exercise depicting an accident scene, the trainee shall mark where to place particular types of traffic control devices that will best protect persons and property with regard to the presence of flammable materials and traffic flow.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

DRIVING UNDER THE INFLUENCE

**16.26** The trainee shall recognize and explain the common behaviors and driving patterns of a suspected DUI.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.27** The trainee shall explain and demonstrate the sobriety tests used by the department.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date		Trainee	Date	
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**DRIVING UNDER THE INFLUENCE**

(continued)

**16.28** The trainee shall explain the law and department policy regarding chemical tests, including how, when, where and by whom these tests are given as well as the acceptable level of force which may be used to obtain the samples.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.29** The trainee shall explain the law and department policy regarding processing persons who refuse chemical testing.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

**16.30** The trainee shall identify the report forms to be used for driving under the influence cases.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments:							Incident #: _____
							Case Report #: _____ (If applicable)

DRIVING UNDER THE INFLUENCE

(continue)

**16.31** Given a situation where a vehicle operator may be DUI, the trainee shall demonstrate the ability to conduct the field and chemical test(s) in a safe and effective manner and shall properly and accurately report the incident.

Reference:

RECEIVED INSTRUCTION		COMPETENCY DEMONSTRATED		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	REMEDIAL TRAINING		How Demonstrated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
F.T.O.	Date	F.T.O.	Date		F.T.O.	Date	
Trainee	Date	Trainee	Date	Trainee	Date		
Comments: <div style="float: right; margin-top: 20px;">                         Incident #: _____                          Case Report #: _____                          (If applicable)                     </div>							