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# CITY OF REDLANDS POLICE DEPARTMENT

## DAILY OBSERVATION REPORT

TRAINEE: \_\_\_\_\_

FTO: \_\_\_\_\_

WEEK: \_\_\_\_\_

D.O.R. NO. : \_\_\_\_\_

DATE: \_\_\_\_\_

**RATING INSTRUCTIONS:** Rate observed behavior against the standard guidelines of the training program. A report must be forwarded to the FTO Sergeant for any rating of NRT. Check the NO box if any activity is not observed. You are encouraged to comment on any behavior you wish.

1= Needs Improvement 2=On Target/Needs Improvement 3=Partially Proficient/Does Not Meet Standards 4=Meets Standards/Proficient

ASSIGNMENT OR REASON FOR NO EVALUATION:

**CRITICAL PERFORMANCE TASKS**

NO      NRT

1. Driving skill, normal conditions .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
2. Driving skill, moderate/high stress .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
3. Orientation/response time to calls .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
4. Field performance, stress conditions .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
5. Self-initiated field activity .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
6. Officer safety, general .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
7. Officer safety, w/susp. Persons/Prisoners .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
8. Control of conflict, physical skill .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
9. Problem solving/ decision making/judgment .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
10. Radio/MDT, listens and comprehends .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		

**FREQUENT AND OTHER PERFORMANCE TASKS**

NO      NRT

11. Proper form selection, accuracy/completeness ...	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
12. Report writing, organization/details .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
13. Report writing, grammar/neatness/spelling .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
14. Report writing, appropriate time used .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
15. Field performance, non-stress .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
16. Investigative skills .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
17. Interview/interrogation skills .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
18. Control of conflict, voice command .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
19. Radio/MDT, articulation of transmissions .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		
20. Radio/MDT, appropriate use of codes/procedures	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>		

**KNOWLEDGE**

NO      NRT

21. Knowledge, Dept. policies& procedures							
Reflected in testing .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reflected
in field performance .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22. Knowledge, criminal codes							
Reflected in testing .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Reflected in field performance .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>23. Knowledge, city ordinances</b>						
Reflected in testing .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reflected in field performance .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>24. Knowledge, vehicle codes</b>						
Reflected in testing .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reflected in field performance .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ATTITUDES/RELATIONSHIP**

					<b>NO</b>	<b>NRT</b>
25. Acceptance of feed back .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. Attitude towards police work .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. With citizens in general .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. With groups other than own .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. With department members .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPEARANCE**

30. General appearance .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**TECHNOLOGY**

31. Digital Voice Recorder / Proper Use Of .....	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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THE MOST SATISFACTORY AREA OF PERFORMANCE TODAY WAS IN RATING CATEGORY NUMBER

A SPECIFIC INCIDENT THAT DEMONSTRATES TODAY'S PERFORMANCE IN THIS AREA IS:

THE LEAST SATISFACTORY AREA OF PERFORMANCE TODAY WAS IN RATING CATEGORY NUMBER

A SPECIFIC INCIDENT THAT DEMONSTRATES TODAY'S PERFORMANCE IN THIS AREA IS:

DOCUMENTATION OF PERFORMANCE AND COMMENTS:

\_\_\_\_\_ Date      \_\_\_\_\_ Trainee Signature      \_\_\_\_\_ FTO Signature      \_\_\_\_\_ FTO Supervisor Signature