

SECTION **14**
Investigations/Evidence

14.1 – 14.10 **COMPETENCY REQUIREMENTS**

Contents	
14.1	Interviewing and Interrogation
14.2	Preliminary Investigation
14.3	Burden of Proof
14.4	Concepts of Evidence
14.5	Rules of Evidence
14.6	Evidence Collection and Preservation
14.7	Lineups
14.8	Sources of Information
14.9	Subpoenas
14.10	Courtroom Testimony and Demeanor
	Attestation
	Instructions to Administrators
	Instructions to FTOs

Note to Administrators

In order for POST to review and approve your agency's *Field Training Guide*, you MUST submit the following electronic files:

- 1) The POST FTP Approval Checklist ([Form 2-230](#))
- 2) Your department's *Policy & Procedure Manual*
- 3) Your completed Guide (Volumes 1 & 2), including ALL competency requirements covered in Part 5, Sections 1–18.

LIST OF SUBTOPICS**14.1 INTERVIEWING AND INTERROGATION**

- 14.1.01 Preparing for an Interview
- 14.1.02 Taking Statements
- 14.1.03 Contents of a Good Statement
- 14.1.04 Miranda Warning
- 14.1.05 Conducting an Interview

14.2 PRELIMINARY INVESTIGATION

- 14.2.01 Investigating Cold Crimes
- 14.2.02 Crimes Against Property
- 14.2.03 Handling Crimes Against Property
- 14.2.04 Crimes Against Persons
- 14.2.05 Handling Crimes Against Persons
- 14.2.06 Investigating Specific Crimes
- 14.2.07 Serious Injury or Death Scenes
- 14.2.08 Evidence Technicians/Criminalists
- 14.2.09 Preliminary Investigations

14.3 BURDEN OF PROOF

- 14.3.01 Understanding the Burden of Proof

14.4 CONCEPTS OF EVIDENCE

- 14.4.01 Evidence Definition and Types
- 14.4.02 Evidence and Related Materials
- 14.4.03 Purpose of Evidence
- 14.4.04 Tests of Admissibility
- 14.4.05 Witness Qualifications
- 14.4.06 Privileged Communication

14.5 RULES OF EVIDENCE

- 14.5.01 Exclusionary Rule
- 14.5.02 Hearsay Rule

14.6 EVIDENCE COLLECTION AND PRESERVATION

- 14.6.01 Locating Physical Evidence
- 14.6.02 Weather Conditions
- 14.6.03 Preserving Evidence
- 14.6.04 Agency Policy
- 14.6.05 Storage of Evidence
- 14.6.06 Taking Evidence to Laboratories and Court
- 14.6.07 Chain of Custody/Evidence
- 14.6.08 Demonstrate Handling of Evidence

14.7 LINEUPS

- 14.7.01 Methods for Identifying Suspects
- 14.7.02 Agency Policy and Procedures
- 14.7.03 Photographic Identifications

14.8 SOURCES OF INFORMATION

- 14.8.01 Networking with the Community
- 14.8.02 Informants
- 14.8.03 Public and Private Records

14.9 SUBPOENAS

- 14.9.01 Definition, Authority, and Immunities
- 14.9.02 Agency Practices

14.10 COURTROOM TESTIMONY AND DEMEANOR

- 14.10.01 Professional Demeanor and Appearance
- 14.10.02 Pre-Trial Conference
- 14.10.03 Principles of Effective Testimony
- 14.10.04 Dealing with Attorney Personalities
- 14.10.05 Courtroom Security Policies and Procedures
- 14.10.06 Perjury and Falsifying Police Reports
- 14.10.07 Courtroom Testimony Preparation and Demonstration

SECTION 14 INVESTIGATIONS/EVIDENCE

CHECK ONE ONLY: PHASE 1 PHASE 2 PHASE 3 PHASE 4 PHASE 5

Trainee

FTO

14.1 INTERVIEWING AND INTERROGATION

14.1.01 Preparing for an Interview

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

<i>Reference(s):</i>					<i>Case # (If applicable)</i>	<i>Incident #</i>		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.1.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #600 (Investigation and Prosecution)

14.1.01 Part B - Agency Training Details (field will expand automatically)

14.1.02 Taking Statements
 The trainee shall discuss basic rules in statement taking and interviewing. These rules shall minimally include:

- A. Asking direct and brief questions; Let the person being interviewed do the majority of the talking
- 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 person being interviewed
- F. Not improvising or making assumptions

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<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:

Additional Information:

14.1.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #600 (Investigation and Prosecution)

14.1.02 Part B - Agency Training Details (field will expand automatically)

14.1.03 Contents of a Good Statement
 The trainee shall describe the contents of a good statement. These contents shall minimally include:

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

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
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Additional Information:

14.1.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #600 (Investigation and Prosecution)

14.1.03 Part B - Agency Training Details (field will expand automatically)

14.1.04 Miranda Warning								
The trainee shall explain the ramifications of issuing the Miranda warning and describe when and why it should or should not be used during interrogations.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
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Trainee:								
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Additional Information:

14.1.04	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policies #312 (Temporary Custody of Juveniles) and #600 (Investigation and Prosecution)	<input type="checkbox"/> N/A
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14.1.04	Part B - Agency Training Details (field will expand automatically)
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14.1.05 Conducting an Interview 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(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
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Additional Information:

14.1.05	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #600 (Investigation and Prosecution)	<input type="checkbox"/> N/A
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14.1.05	Part B - Agency Training Details (field will expand automatically)
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14.2 PRELIMINARY INVESTIGATION									
14.2.01 Investigating Cold Crimes									
The trainee shall properly obtain all information necessary for the completion of a thorough preliminary investigation of a “cold” crime.									
Reference(s):							Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play	
Trainee:					<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
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Additional Information:

14.2.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #600 (Investigation and Prosecution)	<input type="checkbox"/> N/A
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14.2.01	Part B - Agency Training Details (field will expand automatically)
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14.2.03 Handling Crimes Against Property 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(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
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Additional Information:

14.2.03	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A

14.2.03	Part B - Agency Training Details (field will expand automatically)

14.2.04 Crimes Against Persons
 The trainee shall review and explain an officer’s responsibilities associated with the preliminary investigation and reporting of in-progress or fresh crimes against persons. These responsibilities should minimally include:

- A. Identity or description of suspect(s)
- B. Description of injury and/or 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

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
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Additional Information:

14.2.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.2.04 Part B - Agency Training Details (field will expand automatically)

14.2.05 Handling Crimes Against Persons									
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).									
<i>Reference(s):</i>							<i>Case # (If applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
<i>Comments:</i>									

Additional Information:

14.2.05	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	<input checked="" type="checkbox"/> N/A
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14.2.05	Part B - Agency Training Details <i>(field will expand automatically)</i>
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14.2.06 Investigating Specific Crimes
 The trainee shall explain the steps to take while investigating various crimes against persons, including:

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

Reference(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments:

Additional Information:

14.2.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #600 (Investigation and Prosecution)

14.2.06 Part B - Agency Training Details (field will expand automatically)

14.2.07 Serious Injury or Death Scenes
 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 the restriction of unauthorized police personnel	D. Making proper notifications
B. Determining the need for first aid and summoning medical assistance	E. Locating visible physical evidence
C. Identifying and apprehending suspect(s), if possible	F. Locating and interviewing witnesses or possible witnesses as appropriate

Reference(s): Case # (if applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments:

Additional Information:

14.2.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policies #330 (Death Investigation) and #600 (Investigation and Prosecution)

14.2.07 Part B - Agency Training Details (field will expand automatically)

14.2.08 Evidence Technicians/Criminalists								
The trainee shall recognize what types of situations require the skills of an evidence technician or criminalist.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
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Additional Information:

14.2.08	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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14.2.08	Part B - Agency Training Details (field will expand automatically)
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14.2.09 Preliminary Investigations								
The trainee shall demonstrate the ability to conduct thorough and complete preliminary investigations.								
Reference(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.2.09	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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14.2.09	Part B - Agency Training Details (field will expand automatically)
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14.3 BURDEN OF PROOF								
14.3.01 Understanding the Burden of Proof								
The trainee shall define the term “burden of proof” and determine whether the burden of proof falls upon the prosecution or defense during a criminal trial in the following situations:								
A. Criminal Guilt		D. Double jeopardy as a defense						
B. <i>Corpus delicti</i>		E. Self-defense as a defense						
C. Jurisdiction		F. Insanity as a defense						
Reference(s):						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test		<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Comments:								

Additional Information:

14.3.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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14.3.01 Part B - Agency Training Details *(field will expand automatically)*

Criminal Guilt: In criminal law, guilt is the state of being responsible for the commission of an offense. Legal guilt is entirely externally defined by the state, or more generally a “court of law”.

Corpus Delicti: From the Latin meaning “body of evidence”—is the proof that a crime has taken place. When applied to a criminal case, proof of a crime must be shown in order to convict a person of the crime.

Jurisdiction: The geographic area over which authority extends; legal authority; the authority to hear and determine causes of action.

Double Jeopardy as a defense: A procedural defense that forbids a defendant from being tried again on the same (or similar) charges following a legitimate acquittal or conviction.

Self- Defense as a Defense: The right of self-defense is the right for persons to use reasonable force or defensive force, for the purpose of defending one's own life or the lives of others, including, in certain circumstances, the use of deadly force.

Insanity as a Defense: The insanity defense, also known as the mental disorder defense, is a defense by excuse in criminal trials arguing that the defendant is not responsible for their actions due to an episodic or persistent psychiatric illness.

14.4 CONCEPTS OF EVIDENCE

14.4.01 Evidence Definition and Types

The trainee shall review the term “evidence” as defined by California law, and recognize the various concepts of evidence, including:

- A. Direct evidence
- B. Indirect/Circumstantial evidence

<i>Reference(s):</i> Evidence Codes 140 and 410						<i>Case # (If applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.4.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="checked" type="checkbox"/> N/A
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14.4.01 Part B - Agency Training Details (field will expand automatically)

Evidence Code 140; Evidence means testimony, writings, material objects, or other things presented to the senses that are offered to prove the existence or nonexistence of a fact.

Evidence Code 410; As used in this chapter, direct evidence means evidence that directly proves a fact, without an inference or presumption, and which in itself, if true, conclusively establishes that fact.

14.4.02 Evidence and Related Materials

The trainee shall discuss and give examples of the following evidence and related materials:

A. Fruits of a crime C. Contraband

B. Instrumentalities of a crime

<i>Reference(s):</i>				<i>Case # (if applicable)</i>	<i>Incident #</i>			
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	<small>When completed, print full name</small>	<small>Date</small>	<small>When completed, print full name</small>	<small>Date</small>		<small>When completed, print full name</small>	<small>Date</small>	
FTO:					<input type="checkbox"/> Field Perform			<input type="checkbox"/> Field Perform
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Comments:								

Additional Information:

14.4.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) ☒ N/A

14.4.02 Part B - Agency Training Details (field will expand automatically)

Fruit of a Crime: Refers to the material objects acquired in consequence of commission of a crime.

Instrumentalities of a Crime: Any property, other than real property and any buildings, fixtures, appurtenances, and improvements thereon, whose use contributes directly and materially to the commission of a crime.

Contraband: Goods that have been imported, exported or gotten illegally.

14.4.03 Purpose of Evidence

The trainee shall explain the purposes for offering evidence in court including:

A. As an item of proof
 B. To impeach a witness
 C. To rehabilitate a witness
 D. To assist in determining sentence

Reference(s):					Case # (If applicable)	Incident #		
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
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Additional Information:

14.4.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) ☒ N/A

14.4.03 Part B - Agency Training Details (field will expand automatically)

Item of Proof: Any item that could be used to prove the criminality of a case for the prosecution or defense.

Impeach a Witness: To prove in Court that a Witness lied or did not speak the truth in a sworn statement of fact.

Rehabilitate a Witness: A witness is rehabilitated either by introducing evidence of the witness's good character for truthfulness and honesty, or by the introduction into evidence of a prior consistent statement made by the witness.

Assist in determining sentence: Where the evidence is used as a way for the Court to determine the level and length of sentencing in a case brought to the Court.

14.4.04 Tests of Admissibility

The trainee shall explain the tests which an item of evidence must successfully pass before it may be admitted into any criminal court, including that the evidence must:

- A. Be relevant to the matter in issue
- B. Be competently presented in court
- C. Have been legally obtained

Reference(s): Evidence Code 210						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.4.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.4.04 Part B - Agency Training Details (field will expand automatically)

CA EC 210

“Relevant evidence” means evidence, including evidence relevant to the credibility of a witness or hearsay declarant, having any tendency in reason to prove or disprove any disputed fact that is of consequence to the determination of the action.

14.4.05 Witness Qualifications

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)

<i>Reference(s):</i> Evidence Code 701					<i>Case # (If applicable)</i>	<i>Incident #</i>		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.4.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.4.05 Part B - Agency Training Details (field will expand automatically)

CA EC 701

(a) A person is disqualified to be a witness if he or she is:
 (1) Incapable of expressing himself or herself concerning the matter so as to be understood, either directly or through interpretation by one who can understand him; or
 (2) Incapable of understanding the duty of a witness to tell the truth.
 (b) In any proceeding held outside the presence of a jury, the court may reserve challenges to the competency of a witness until the conclusion of the direct examination of that witness.

14.4.06 Privileged Communication

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

<i>Reference(s):</i> Evidence Codes 950 , 970 , 980 , 990 , and 1030					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.4.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)

N/A

14.4.06 Part B - Agency Training Details (field will expand automatically)

CA Evidence Code

950. As used in this article, lawyer means a person authorized, or reasonably believed by the client to be authorized, to practice law in any state or nation.

970. Except as otherwise provided by statute, a married person has a privilege not to testify against his spouse in any proceeding.

980. Subject to Section 912 and except as otherwise provided in this article, a spouse (or his guardian or conservator when he has a guardian or conservator), whether or not a party, has a privilege during the marital relationship and afterwards to refuse to disclose, and to prevent another from disclosing, a communication if he claims the privilege and the communication was made in confidence between him and the other spouse while they were husband and wife.

990. As used in this article, physician means a person authorized, or reasonably believed by the patient to be authorized, to practice medicine in any state or nation.

1030. As used in this article, a member of the clergy means a priest, minister, religious practitioner, or similar functionary of a church or of a religious denomination or religious organization.

14.5 RULES OF EVIDENCE								
14.5.01 Exclusionary Rule								
The trainee shall describe the effects of the “Exclusionary Rule” upon police actions and procedures in the following areas:								
A. Civil rights				C. Possibility of false arrest				
B. Inadmissible evidence								
<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test		<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Comments:								

Additional Information:

14.5.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A

14.5.01	Part B - Agency Training Details (field will expand automatically)

14.5.02 Hearsay Rule
 The trainee shall define the Hearsay Rule and give examples of exceptions to the rule, including:

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

Reference(s): Evidence Codes [1200](#) and [1220](#)

		Case # (If applicable)	Incident #
FTO:	Received Instruction	Competency Demonstrated	
	When completed, print full name	Date	When completed, print full name
Trainee:	When completed, print full name	Date	When completed, print full name
	How Demonstrated?		How Remediated?
		When completed, print full name	Date
		<input type="checkbox"/> Field Perform	<input type="checkbox"/> Field Perform
		<input type="checkbox"/> Role Play	<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:

Additional Information:

14.5.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.5.02 Part B - Agency Training Details (field will expand automatically)

CA Evidence Code 1200. (a) Hearsay evidence is evidence of a statement that was made other than by a witness while testifying at the hearing and that is offered to prove the truth of the matter stated.
 (b) Except as provided by law, hearsay evidence is inadmissible.
 (c) This section shall be known and may be cited as the hearsay rule.

CA Evidence Code 1220. Evidence of a statement is not made inadmissible by the hearsay rule when offered against the declarant in an action to which he is a party in either his individual or representative capacity, regardless of whether the statement was made in his individual or representative capacity.

14.6 EVIDENCE COLLECTION AND PRESERVATION								
14.6.01 Locating Physical Evidence								
The trainee shall search a crime scene and locate physical evidence through the use of an organized method which may include:								
A. Strip				C. Spiral				
B. Quadrant								
<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
Trainee:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
<i>Comments:</i>								

Additional Information:

14.6.01	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	<input checked="" type="checkbox"/> N/A

14.6.01	Part B - Agency Training Details <i>(field will expand automatically)</i>

14.6.02 Weather Conditions								
The trainee shall explain and/or demonstrate the methods for preserving evidence at a crime scene in fair and inclement weather.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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14.6.02 Part B - Agency Training Details (field will expand automatically)
<p>Evidence within a crime scene may be moved, damaged, or obliterated by even the smallest disturbance, including weather issues. Because of this, initial responding officers must take actions to protect physical evidence.</p> <ul style="list-style-type: none"> • It may be necessary to protect the evidence such as, but not limited to: <ul style="list-style-type: none"> - providing a tent covering to protect from rain or sunlight, - erecting temporary walls or barriers to reduce wind contamination, or - using cardboard to temporarily cover tire tracks or footprints.

14.6.03 Preserving Evidence								
The trainee shall demonstrate the ability to properly preserve evidence in a way that ensures it is received by the examining authority or court in as nearly as possible to the same condition as it was found.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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14.6.03 Part B - Agency Training Details (field will expand automatically)

14.6.04 Agency Policy
 The trainee shall review and explain the agency’s policies and procedures regarding the following:

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

<i>Reference(s):</i>						Case # (If applicable)		Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	When completed, print full name	Date
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
Comments:									

Additional Information:

14.6.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #802 (Property and Evidence)

14.6.04 Part B - Agency Training Details (field will expand automatically)

Regardless of what item is taken for evidentiary reasons, caution should be taken by the officer not to harm themselves or the evidence.

Any employee who first comes into possession of any property shall retain such property in his/her possession until it is properly tagged and placed in the designated property locker or storage room along with the property form. Care shall be taken to maintain the chain of custody for all evidence.

Where ownership can be established as to found property with no apparent evidentiary value, such property may be released to the owner without the need for booking. The property form must be completed to document the release of property not booked and the owner shall sign the form acknowledging receipt of the items.

4.6.05 Storage of Evidence								
The trainee shall explain the provisions of the agency’s rules, policies, and procedures regarding the storage of evidence.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.05	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #802 (Property and Evidence)	<input type="checkbox"/> N/A
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14.6.05	Part B - Agency Training Details (field will expand automatically)
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14.6.06 Taking Evidence to Laboratories and Court								
The trainee shall review and explain the agency’s policies and procedures regarding taking evidence to laboratory examination facilities and court.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.06	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #802 (Property and Evidence)	<input type="checkbox"/> N/A
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14.6.06	Part B - Agency Training Details (field will expand automatically)
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14.6.07 Chain of Custody/Evidence								
The trainee shall explain the meaning of “chain of custody” or “chain of evidence.”								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.07	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #802 (Property and Evidence)	<input type="checkbox"/> N/A
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14.6.07	Part B - Agency Training Details (field will expand automatically)
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14.6.08 Demonstrate Handling of Evidence 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 document the chain of custody.								
Reference(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.6.08	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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14.6.08	Part B - Agency Training Details (field will expand automatically)
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14.7 LINEUPS								
14.7.01 Methods for Identifying Suspects								
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(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments:								

Additional Information:

14.7.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD #610 (Eyewitness Identification)	<input type="checkbox"/> N/A
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14.7.01	Part B - Agency Training Details (field will expand automatically)
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14.7.02 Agency Policy and Procedures
 The trainee shall review and explain the agency policy and procedure(s), including admonitions, for conducting the following types of line-ups:

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

Reference(s): Case # (if applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								

Comments:

Additional Information:

14.7.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD #610 (Eyewitness Identification)

14.7.02 Part B - Agency Training Details (field will expand automatically)

14.7.03 Photographic Identifications
 The trainee shall explain and/or demonstrate the following procedures for a photographic identification:

A. Use of multiple photos
 B. Witness instructions
 C. Control of the situation
 D. Similar appearances

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

14.7.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD #610 (Eyewitness Identification)

14.7.03 Part B - Agency Training Details (field will expand automatically)

14.8 SOURCES OF INFORMATION									
14.8.01 Networking with the Community									
The trainee shall discuss the importance of identifying and developing sources of information through networking with persons in the community.									
Reference(s):							Case # (If applicable)		Incident #
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
Comments <i>(field will expand automatically)</i>									

Additional Information:

14.8.01	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	☒	N/A
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14.8.01	Part B - Agency Training Details <i>(field will expand automatically)</i>
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14.8.02 Informants
 The trainee shall describe techniques for identifying and developing “informants,” including:
 A. The hazards of divulging too much information to informants B. The danger of breaking confidentiality

<i>Reference(s):</i>					<i>Case # (if applicable)</i>	<i>Incident #</i>		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

14.8.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) ☒ N/A
 WPD Policy #608 (Informants)

14.8.02 Part B - Agency Training Details *(field will expand automatically)*

In many instances, a successful investigation cannot be conducted without the use of confidential informants. To protect the integrity of the Winters Police Department and the officers using informants, it shall be the policy of this department to take appropriate precautions by developing sound informant policies. Confidential informants are not sworn personnel, they are primarily recruited due to prior criminal associations (past behavior is the primary predictor of future behavior: past criminal behavior will indicate future criminal behavior).

Juveniles will not be used as Confidential Informants.

Informants must be given strict instructions to avoid entrapment; but, they must work without direct supervision, so they may not adhere to the instructions, or may not be knowledgeable enough to deal with the complex situations they must confront.

They may engage in illegal criminal activity (i.e., activities not specifically allowed by the employing agency) while an informant and only inform on criminal rivals. They may lie about what they have done or what the other person has done. They may invent criminal testimony just to collect reward money, or to get themselves out of a criminal charge. Juries have difficulty believing former criminals when they testify against someone in court, and defense attorneys will attack them; therefore, even if they are telling the truth, the defendant may be acquitted.

They are needed in many cases because inside information cannot be obtained overtly.

14.8.03 Public and Private Records

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

<i>Reference(s):</i>						Case # (If applicable)		Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
<i>Comments (field will expand automatically)</i>									

Additional Information:

14.8.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.8.03 Part B - Agency Training Details (field will expand automatically)

14.9 SUBPOENAS															
<p>14.9.01 Definition, Authority, and Immunities The trainee shall define the term “subpoena” and describe the authority and immunities associated with the subpoena, including:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">A. Who may exercise the power of a subpoena</td> <td style="width: 50%; border: none;">E. What immunities from arrest are granted to a person traveling in answer to a subpoena</td> </tr> <tr> <td style="border: none;">B. Who may serve a subpoena</td> <td style="border: none;">F. How a subpoena is enforced</td> </tr> <tr> <td style="border: none;">C. How a subpoena is served</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">D. Who is subject to the power of a subpoena</td> <td style="border: none;"></td> </tr> </table>								A. Who may exercise the power of a subpoena	E. What immunities from arrest are granted to a person traveling in answer to a subpoena	B. Who may serve a subpoena	F. How a subpoena is enforced	C. How a subpoena is served		D. Who is subject to the power of a subpoena	
A. Who may exercise the power of a subpoena	E. What immunities from arrest are granted to a person traveling in answer to a subpoena														
B. Who may serve a subpoena	F. How a subpoena is enforced														
C. How a subpoena is served															
D. Who is subject to the power of a subpoena															
<i>Reference(s):</i>						Case # (If applicable)	Incident #								
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?							
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date								
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test							
Trainee:															
Comments <i>(field will expand automatically)</i>															

Additional Information:

14.9.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #325 (Court Appearance and Subpoenas)

14.9.01 Part B - Agency Training Details (field will expand automatically)

14.9.02 Agency Practices
The trainee shall review and explain the agency’s practices and policies concerning the subpoena process.

Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

Additional Information:

14.9.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policy #325 (Court Appearance and Subpoenas)

14.9.02 Part B - Agency Training Details *(field will expand automatically)*

14.10 COURTROOM TESTIMONY AND DEMEANOR									
14.10.01 Professional Demeanor and Appearance									
The trainee shall explain the value of impressive and professional courtroom demeanor and appearance.									
Reference(s):							Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?	
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date		
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test	
Trainee:									
Comments <i>(field will expand automatically)</i>									

Additional Information:

14.10.01 Part A - Reference Agency Policies/Procedures, if applicable *(600 characters maximum)* N/A

WPD Policy #325 (Court Appearance and Subpoenas)

14.10.01 Part B - Agency Training Details *(field will expand automatically)*

14.10.02 Pre-Trial Conference								
The trainee shall explain the value of a pre-trial conference with the prosecuting attorney. This shall minimally include:								
A. Refreshing the officer’s memory				B. Coordination of efforts				
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments <i>(field will expand automatically)</i>								

Additional Information:

14.10.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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14.10.02 Part B - Agency Training Details (field will expand automatically)
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14.10.03 Principles of Effective Testimony
 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

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

14.10.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.10.03 Part B - Agency Training Details (field will expand automatically)

When testifying, the Officer should only state the facts that are known to be true (not hearsay).

- relate conversations exactly as remembered, and use exact words and phrases, if possible.
- describe incidents in chronological order.
- answer only one question at a time. If a question has two parts, answer each separately.
- do not offer unsolicited testimony.

It is incumbent upon the Officer to remain truthful and testify on only what they know to be fact. The officer should remain impartial and be able to remain calm under intense examination. It is acceptable to answer with, "I don't know" instead of guessing.

14.10.04 Dealing with Attorney Personalities
 The trainee shall explain the value of furnishing testimony in a professional manner, even when confronted with attorneys that are:

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

<i>Reference(s):</i>						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

14.10.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.10.04 Part B - Agency Training Details (field will expand automatically)

The officer must remain aware that they are in court to testify to the facts. Regardless of what questions may be asked of the officer, the officer must remain calm. If an officer over reacts to a question or seems to be argumentative or even overly friendly to any sides Counsel, the jury can deem the officer unable to be impartial or able to make sound decisions.

This will then call into question the officers decision making skills when the officer was at the incident in which you are testifying for.

14.10.05 Courtroom Security Policies and Procedures
 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

<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

14.10.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

14.10.05 Part B - Agency Training Details (field will expand automatically)

14.10.06 Perjury and Falsifying Police Reports
 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 officer
 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

<i>Reference(s):</i>							Case # (If applicable)	Incident #
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
<i>Comments (field will expand automatically)</i>								

Additional Information:

14.10.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) N/A

WPD Policies #325 (Court Appearance and Subpoenas), #339 (Standards of Conduct), #612 (Brady Material Disclosure) and #1025 (Personnel Files)

14.10.06 Part B - Agency Training Details (field will expand automatically)

14.10.07 Courtroom Testimony Preparation and Demonstration								
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(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	When completed, print full name	Date	When completed, print full name	Date		When completed, print full name	Date	
FTO:					<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test			<input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
Trainee:								
Comments (field will expand automatically)								

Additional Information:

14.10.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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14.10.07 Part B - Agency Training Details (field will expand automatically)
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See next page for Attestation

Part 5 – Section 14: Investigation/Evidence

ATTESTATION FOR SECTION 14

TO ENTER YOUR ELECTRONIC SIGNATURE:

- Click on the 'X' in the signature line to activate the signature field > Right click and select "Sign" from the menu.
- Click on "Select Image" > Locate your signature file > Click "Open" to place your signature (date appears automatically).

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO ADMINISTRATORS

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section is provided as a separate file on the POST website (<https://www.post.ca.gov/field-training--police-training.aspx>). Prior to submitting your FTP Guide to POST for review, you must complete all 18 sections and include them as part of your Guide.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your agency-specific entries.
2. **Front cover (optional):** To keep a hard copy of Volume 2 for internal use, you can add your agency name and date to the front cover.
3. **For each section (1–18):**
 - Open the applicable file and add your agency name and date to the header on page 1. (DO NOT change any other headers or footers or alter any other sections of the file.)
 - Below each table:
 - Part A:* Enter applicable references from your agency’s Policies & Procedure Manual.
 - Part B:* Enter your agency’s training details.
4. **After completing ALL sections (1–18),** you MUST submit the following materials via flash drive, CD, or DVD to POST for review and approval (do not send printed copies):
 - 1) **Your completed FTP Guide**
 - 2) **FTP Approval Checklist ([POST Form 2-230](#))**
NOTE: Guides submitted without this form will NOT be reviewed.
 - 3) **Your Department’s Policy & Procedure Manual**
5. MAIL YOUR ELECTRONIC MEDIA TO:
Commission on POST
860 Stillwater Road, Suite 100
West Sacramento, CA 95605
Attn: Basic Training Bureau (BTB)
6. You will receive status notification within 90 days from the date received.

See next page for Instructions to Field Training Officers

How to Complete Part 5 (Sections 1–18)

INSTRUCTIONS TO FIELD TRAINING OFFICERS (FTOs)

VOLUME 2 OF THE FIELD TRAINING GUIDE CONSISTS OF 18 SECTIONS WHICH MAKE UP PART 5. Each section has been customized by your agency administrator(s) to include references to policies and procedures and training details to meet your agency's Field Training Program requirements. Each file is provided as a separate file. For each section (1–18), complete all tables for each topic.

1. **Set up:** Keep an unchanged copy of each section file as a master for reference. Make a copy of the file to use for your training sessions.
2. **Tracking your training sessions:**
 - Upon completing each competency, enter the FTO and trainee names and dates, and how the competency was demonstrated, into the applicable tables.
 - Enter any note-worthy comments related to the trainee's performance.
3. **If trainee requires remedial training:**
 - Enter the FTO and trainee names and dates, and how the competency was remediated, to show that each competency was completed.
 - Enter any additional note-worthy comments related to the trainee's performance.
4. **Attestation:** After all competencies have been performed, including any remedial training, the primary FTO and Trainee **MUST** enter their electronic signatures on the Attestation page (see instructions) to verify that the Trainee has completed this portion of the Field Training Program.

End Section