

SECTION **16**  
**Traffic**

**16.1 – 16.5**    **COMPETENCY REQUIREMENTS**

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Contents	
16.1	Vehicle Codes
16.2	Impounding/Storing Vehicles
16.3	Vehicle Collisions
16.4	Traffic Control/Direction
16.5	Driving Under the Influence (DUI)
	List of Subtopics
	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****6.1 VEHICLE CODES**

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- 16.1.01 Vehicle Code Laws
- 16.1.02 Vehicle Code Terminology
- 16.1.03 Vehicle Code Authority to Arrest
- 16.1.04 Common Vehicle Code Violations
- 16.1.05 Enforcement Options
- 16.1.06 Completing a Citation
- 16.1.07 Promise to Appear

**16.2 IMPOUNDING/STORING VEHICLES**

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- 16.2.01 Agency Policy Regarding Tows
- 16.2.02 Towing Authorities
- 16.2.03 Impounds from Public or Private Property
- 16.2.04 Handling a Vehicle Impound/Storage

**16.3 VEHICLE COLLISIONS**

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- 16.3.01 Preventing Accidents
- 16.3.02 Primary Duties at Traffic Accident Scene
- 16.3.03 Agency Policy Regarding Collision Investigations
- 16.3.04 Removing Vehicles from the Highway
- 16.3.05 Mandatory Investigations
- 16.3.06 Collision Investigation Terminology
- 16.3.07 Factual Diagram
- 16.3.08 Types of Physical Evidence
- 16.3.09 Collision Investigation Information
- 16.3.10 Handling a Traffic Collision

**16.4 TRAFFIC CONTROL/DIRECTION**

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- 16.4.01 Traffic Hand Signals
- 16.4.02 Directing Traffic Using a Flashlight
- 16.4.03 Use of Flares
- 16.4.04 Demonstrating Appropriate Traffic Control

**16.5 DRIVING UNDER THE INFLUENCE (DUI)**

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- 16.5.01 Recognizing Suspected DUI Drivers
- 16.5.02 Sobriety Tests
- 16.5.03 Chemical Tests
- 16.5.04 Chemical Test Refusals
- 16.5.05 DUI Report Forms
- 16.5.06 Handling a Driving Under the Influence Case

**SECTION 16 TRAFFIC**

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

Trainee

FTO

<b>16.1 VEHICLE CODES</b>								
<b>16.1.01 Vehicle Code Laws</b>								
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(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

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

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

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

<i>Reference(s):</i>						<b>Case # (if applicable)</b>	<b>Incident #</b>	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
<b>Comments:</b>								

**Additional Information:**

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

**16.1.02 Part B - Agency Training Details** *(field will expand automatically)***Crosswalk (CA VC 275):**

(a) That portion of a roadway included within the prolongation or connection of the boundary lines of sidewalks at intersections where the intersecting roadways meet at approximately right angles, except the prolongation of such lines from an alley across a street.

(b) Any portion of a roadway distinctly indicated for pedestrian crossing by lines or other markings on the surface.

Notwithstanding the foregoing provisions of this section, there shall not be a crosswalk where local authorities have placed signs indicating no crossing.

**Darkness (CA VC 280):**

Any time from one-half hour after sunset to one-half hour before sunrise and any other time when visibility is not sufficient to render clearly discernible any person or vehicle on the highway at a distance of 1,000 feet.

**Driver (CA VC 305):**

A person who drives or is in actual physical control of a vehicle. The term “driver” does not include the tillerman or other person who, in an auxiliary capacity, assists the driver in the steering or operation of any articulated firefighting apparatus.

**Highway (CA VC360):**

A way or place of whatever nature, publicly maintained and open to the use of the public for purposes of vehicular travel. Highway includes street.

**Intersection (CA VC 365):**

The area embraced within the prolongation of the lateral curb lines, or, if none, then the lateral boundary lines of the roadways, of two highways which join one another at approximately right angles or the area within which vehicles traveling upon different highways joining at any other angle may come in conflict.

**Limit Line (CA VC 377):**

A solid white line not less than 12 nor more than 24 inches wide, extending across a roadway or any portion thereof to indicate the point at which traffic is required to stop in compliance with legal requirements.

**Motor Vehicle (CA VC 415)**

(a) A “motor vehicle” is a vehicle that is self-propelled.

(b) “Motor vehicle” does not include a self-propelled wheelchair, motorized tricycle, or motorized quadricycle, if operated by a person who, by reason of physical disability, is otherwise unable to move about as a pedestrian.

(c) For purposes of Chapter 6 (commencing with Section 3000) of Division 2, “motor vehicle” includes a recreational vehicle as that term is defined in subdivision (a) of Section 18010 of the Health and Safety Code, but does not include a truck camper.

**Roadway (CA VC 530):**

The portion of a highway improved, designed, or ordinarily used for vehicular travel.

**School Bus (CA VC 545):**

A “schoolbus” is a motor vehicle designed, used, or maintained for the transportation of any school pupil at or below the 12th-grade level to or from a public or private school or to or from public or private school activities, except the following:

- (a) A motor vehicle of any type carrying only members of the household of the owner of the vehicle.
- (b) A motortruck transporting pupils who are seated only in the passenger compartment, or a passenger vehicle designed for and carrying not more than 10 persons, including the driver, unless the vehicle or truck is transporting two or more disabled pupils confined to wheelchairs.
- (c) A motor vehicle operated by a common carrier, or by and under the exclusive jurisdiction of a publicly owned or operated transit system, only during the time it is on a scheduled run and is available to the general public, or on a run scheduled in response to a request from a disabled pupil confined to a wheelchair, or from a parent of the disabled pupil, for transportation to or from nonschool activities, and the motor vehicle is designed for and actually carries not more than 16 persons including the driver, is available to eligible persons of the general public, and the school does not provide the requested transportation service.
- (d) A school pupil activity bus.
- (e) A motor vehicle operated by a carrier licensed by the Interstate Commerce Commission which is transporting pupils on a school activity entering or returning to the state from another state or country.
- (f) A youth bus.
- (g) Notwithstanding any other provisions of this section, the governing board of a district maintaining a community college may, by resolution, designate any motor vehicle operated by or for the district, a schoolbus within the meaning of this section, if it is primarily used for the transportation of community college students to or from a public community college or to or from public community college activities. The designation shall not be effective until written notification thereof has been filed with the Department of the California Highway Patrol.
- (h) A state-owned motor vehicle being operated by a state employee upon the driveways, paths, parking facilities, or grounds specified in Section 21113 that are under the control of a state hospital under the jurisdiction of the State Department of Developmental Services where the posted speed limit is not more than 20 miles per hour. The motor vehicle may also be operated for a distance of not more than one-quarter mile upon a public street or highway that runs through the grounds of a state hospital under the jurisdiction of the State Department of Developmental Services, if the posted speed limit on the public street or highway is not more than 25 miles per hour and if all traffic is regulated by posted stop signs or official traffic control signals at the points of entry and exit by the motor vehicle.
- (i) A general public paratransit vehicle, if the general public paratransit vehicle does not duplicate existing schoolbus service, does not transport a public school pupil at or below the 12th grade level to a destination outside of that pupil’s school district, and is not used to transport public school pupils in areas where schoolbus services were available during the 1986–87 school year. In areas where expanded school services require expanded transportation of public school pupils, as determined by the governing board of a school district, general public paratransit vehicles shall not be used to transport those pupils for a period of three years from the date that a need for expansion is identified. For purposes of this section, a pupil is defined as a student at or below the 12th grade level who is being transported to a mandated school activity.
- (j) A schoolbus with the flashing red light signal system, the amber warning system, and the schoolbus signs covered, while being used for transportation of persons other than pupils, to or from school or school related activities.
- (k) A motor vehicle, other than a motor vehicle described in subdivision (b), that is designed to carry not more than 25 persons including the driver, while being used for the transportation of pupils to or from school-related activities if the vehicle is operated by a passenger charter-party carrier certified and licensed by the Public Utilities Commission pursuant to Chapter 8 (commencing with Section 5351) of Division 2 of the Public Utilities Code that is not under a contractual agreement with a school or school district, and the transportation does not duplicate

schoolbus service or any other transportation services for pupils contracted, arranged, or otherwise provided by the school or school district.

Sidewalk (CA VC 555):

The portion of a highway, other than the roadway, set apart by curbs, barriers, markings or other delineation for pedestrian travel.

Vehicle (CA VC 670):

A device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks.

Pedestrian (CA VC 467):

(a) A “pedestrian” is a person who is afoot or who is using any of the following:

(1) A means of conveyance propelled by human power other than a bicycle.

(2) An electric personal assistive mobility device.

(b) “Pedestrian” includes a person who is operating a self-propelled wheelchair, motorized tricycle, or motorized quadricycle and, by reason of physical disability, is otherwise unable to move about as a pedestrian, as specified in subdivision (a).

<b>16.1.03 Vehicle Code Authority to Arrest</b>								
The trainee shall review and explain the elements of vehicle code sections giving authority to arrest.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:****16.1.03 Part A - Reference Agency Policies/Procedures, if applicable** (600 characters maximum)

☒ N/A

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

CA VC 40300.

The provisions of this chapter shall govern all peace officers in making arrests for violations of this code without a warrant for offenses committed in their presence, but the procedure prescribed herein shall not otherwise be exclusive of any other method prescribed by law for the arrest and prosecution of a person for an offense of like grade.

CA VC 40300.2.

Whenever a person is arrested for a violation of this code, or a violation of any other statute required to be reported under Section 1803, the written complaint, notice to appear in court, or other notice of violation, shall indicate whether the vehicle involved in the offense is a commercial motor vehicle, as defined in subdivision (b) of Section 15210.

CA VC 40300.5.

In addition to the authority to make an arrest without a warrant pursuant to paragraph (1) of subdivision (a) of Section 836 of the Penal Code, a peace officer may, without a warrant, arrest a person when the officer has reasonable cause to believe that the person had been driving while under the influence of an alcoholic beverage or any drug, or under the combined influence of an alcoholic beverage and any drug when any of the following exists:

- (a) The person is involved in a traffic accident.
- (b) The person is observed in or about a vehicle that is obstructing a roadway.
- (c) The person will not be apprehended unless immediately arrested.
- (d) The person may cause injury to himself or herself or damage property unless immediately arrested.
- (e) The person may destroy or conceal evidence of the crime unless immediately arrested.

CA VC 40300.6.

Section 40300.5 shall be liberally interpreted to further safe roads and the control of driving while under the influence of an alcoholic beverage or any drug in order to permit arrests to be made pursuant to that section within a reasonable time and distance away from the scene of a traffic accident.



**16.1.04 Common Vehicle Code Violations**  
 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	J. U-turns
B. Theft of and tampering with vehicles	K. Stopping, standing, and parking
C. Driver’s license and identification cards including suspensions	L. Driving under the influence
D. Hit and run	M. Equipment violations
E. Traffic control signals	N. Fleeing/evading an officer
F. Other traffic control devices	O. Reckless driving
G. Driving, overtaking, and passing	P. Seatbelt violations
H. Right of way	Q. Other public offenses
I. Pedestrians	

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

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

**16.1.05 Enforcement Options**  
 The trainee shall discuss enforcement options after observing a traffic violation, including:

A. Verbal warning  
 B. Issuing a citation  
 C. Physical Arrest

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

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

WPD Policy #500 (Traffic Function and Responsibility)

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

<b>16.1.06 Completing a Citation</b> The trainee shall properly and legibly complete a citation for an observed traffic offense within a reasonable amount of time.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	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:**

<b>16.1.06</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)	<input checked="" type="checkbox"/> N/A

<b>16.1.06</b>	<b>Part B - Agency Training Details</b> (field will expand automatically)

<b>16.1.07 Promise to Appear</b> 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(s):						Case # (If applicable)	Incident #	
FTO:	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.1.07 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.1.07 Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.2 IMPOUNDING/STORING VEHICLES</b>								
<b>16.2.01 Agency Policy Regarding Tows</b> The trainee shall review and explain the agency’s policy regarding towing procedures.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.2.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  WPD Policy #510 (Vehicle Towing and Release)	<input type="checkbox"/> N/A
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<b>16.2.01 Part B - Agency Training Details (field will expand automatically)</b>
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**16.2.02 Towing Authorities**  
 The trainee shall identify and explain situations where he or she may have the authority to remove, store, and/or impound vehicles, including:

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

<i>Reference(s):</i>					<i>Case # (if applicable)</i>	<i>Incident #</i>		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
<b>Comments:</b>								

**Additional Information:**

<p><b>16.2.02 Part A - Reference Agency Policies/Procedures, if applicable</b> <i>(600 characters maximum)</i></p> <p>WPD Policy #510 (Vehicle Towing and Release)</p>	<input checked="" type="checkbox"/> N/A
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<p><b>16.2.02 Part B - Agency Training Details</b> <i>(field will expand automatically)</i></p>
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<b>16.2.03 Impounds from Public or Private Property</b> The trainee shall discuss the legal authorities and instances, which permit an officer to remove, impound, and/or store a vehicle from public and/or private property.								
Reference(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.2.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  WPD Policy #510 (Vehicle Towing and Release)	<input type="checkbox"/> N/A
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<b>16.2.03 Part B - Agency Training Details (field will expand automatically)</b>	
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**16.2.04 Handling a Vehicle Impound/Storage**  
 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 agency policy  
 C. Completion of all required reports in a satisfactory manner

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

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

WPD Policy #510 (Vehicle Towing and Release)

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



<b>16.3 VEHICLE COLLISIONS</b>								
<b>16.3.01 Preventing Accidents</b>								
The trainee shall discuss an officer’s responsibilities in preventing accidents in the community, including:								
A. Education		E. Environmental factors that detract from traffic safety						
B. Enforcement		F. Development of positive inter-agency relationships with road/street department, public works, planning, and traffic safety commission.						
C. Proactive engineering recommendations								
D. Patrol awareness (including assisting stranded motorists)								
Reference(s):				Case # (if applicable)	Incident #			
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
					<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:**

<b>16.3.01</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b> WPD #502 (Traffic Collision Reporting) and GO #18-04	<input type="checkbox"/> N/A
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<b>16.3.01</b>	<b>Part B - Agency Training Details (field will expand automatically)</b> The FTO shall discuss with the Trainee the importance of the three "E"s of preventing traffic collisions.  Enforcement Actions: including citations and verbal warnings for drivers violating vehicle code sections.  Engineering: Including working with local governments to make roadways safer for the public.  Education: Including educating the public on vehicle safety and driving habits.
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**16.3.02 Primary Duties at Traffic Accident Scene**  
 The trainee shall explain the primary duties of an officer at any traffic accident scene, including:

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

Reference(s):					Case # (If applicable)	Incident #		
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

WPD #502 (Traffic Collision Reporting) and GO #18-04

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

<b>16.3.03 Agency Policy Regarding Collision Investigations</b>								
The trainee shall review and explain the agency’s policy regarding traffic collision investigation and reporting.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.3.03</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b> WPD #502 (Traffic Collision Reporting) and GO #18-04	<input type="checkbox"/> N/A
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<b>16.3.03</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.3.04 Removing Vehicles from the Highway</b>								
The trainee shall discuss advantages and disadvantages of immediately removing (or having removed) from the highway all vehicles involved in a traffic accident.								
Reference(s):						Case # (if applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.3.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.3.04 Part B - Agency Training Details (field will expand automatically)</b>
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**16.3.05 Mandatory Investigations**  
 The trainee shall discuss the instances when a traffic accident must be investigated by law and agency policy. These instances shall minimally include any:

A. Injury accidents  
 B. Hit and run accidents  
 C. Accidents involving suspected drunk drivers  
 D. Accident involving city, county, or state property

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

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								

Comments:

**Additional Information:**

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

WPD #502 (Traffic Collision Reporting) and GO #18-04

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

**16.3.06 Collision Investigation Terminology**  
 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, injury, or death
- 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, and other visible injuries
- D. **Coefficient of Friction** – Measure of adhesion between two surfaces (e.g., a tire and the 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
- G. **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)
- H. **Primary Collision Factor** – The one element or driving action, which in the officer’s opinion best describes the primary or main cause of the collision
- I. **Witness** – A person other than an involved party or a passenger who can provide information relevant to the accident

<i>Reference(s):</i>						<i>Case # (If applicable)</i>	<i>Incident #</i>	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.3.06</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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**16.3.06 Part B - Agency Training Details** *(field will expand automatically)*

**16.3.07 Factual Diagram**  
 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. Measurement of the scene in proportion, but not necessarily to scale  
 C. Use of appropriate illustrations  
 D. Determining the area of impact and the point of rest

Reference(s):						Case # (If applicable)	Incident #	
	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 Remediated? <input type="checkbox"/> Field Perform <input type="checkbox"/> Role Play <input type="checkbox"/> Written Test <input type="checkbox"/> Verbal Test
	Signature	Date	Signature	Date		Signature	Date	
FTO:								
Trainee:								
Comments:								

**Additional Information:**

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

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

**16.3.08 Types of Physical Evidence**  
 The trainee shall identify types of physical evidence 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(s): Case # (If applicable) Incident #

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								

Comments:

**Additional Information:**

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

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



**16.3.09 Collision Investigation Information**  
 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

<i>Reference(s):</i>						<b>Case # (If applicable)</b>	<b>Incident #</b>	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
<b>Comments:</b>								

**Additional Information:**

<b>16.3.09</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable</b> <i>(600 characters maximum)</i>	<input type="checkbox"/> N/A
WPD Policies #343 (Report Preparation), WPD #502 (Traffic Collision Reporting) and GO #18-04		

<b>16.3.09</b>	<b>Part B - Agency Training Details</b> <i>(field will expand automatically)</i>
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<b>16.3.10 Handling a Traffic Collision</b> 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 agency policy, including identification of the primary collision factor, along with any associated collision factors.								
Reference(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
		Signature	Date	Signature		Date	Signature	
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:**

<b>16.3.10 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.3.10 Part B - Agency Training Details (field will expand automatically)</b>
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**16.4 TRAFFIC CONTROL/DIRECTION**

**16.4.01 Traffic Hand Signals**

The trainee shall demonstrate recognized traffic hand signals used to direct a driver to include:

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

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

	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

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

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

<b>16.4.02 Directing Traffic Using a Flashlight</b>								
The trainee shall demonstrate a method for using the flashlight to direct traffic in the hours of darkness.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.4.02 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.4.02 Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.4.03 Use of Flares</b>								
The trainee shall explain flare patterns, and be able to safely light and extinguish a flare.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.4.03</b>	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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<b>16.4.03</b>	Part B - Agency Training Details (field will expand automatically)
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<b>16.4.04 Demonstrating Appropriate Traffic Control</b> 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 presences of flammable materials and traffic flow.								
Reference(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.4.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.4.04 Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5 DRIVING UNDER THE INFLUENCE (DUI)</b>								
<b>16.5.01 Recognizing Suspected DUI Drivers</b>								
The trainee shall recognize and explain the common behaviors and driving patterns of a person suspected of driving under the influence.								
Reference(s):						Case # (If applicable)	Incident #	
<b>FTO:</b>	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.5.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  WPD Policy #514 (Impaired Driving)	<input type="checkbox"/> N/A
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<b>16.5.01 Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5.02 Sobriety Tests</b>								
The trainee shall explain and demonstrate the sobriety tests used by the agency.								
Reference(s):						Case # (If applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.5.02</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b> WPD Policy #514 (Impaired Driving)	<input type="checkbox"/> N/A
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<b>16.5.02</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5.03 Chemical Tests</b>								
The trainee shall explain the law and agency policy regarding chemical tests, including how, when, where, and by whom these tests may be given, and the acceptable level of force which may be used to obtain samples.								
Reference(s):						Case # (if applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.5.03</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  WPD Policy #514 (Impaired Driving)	<input type="checkbox"/> N/A
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<b>16.5.03</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5.04 Chemical Test Refusals</b>								
The trainee shall explain the law and agency policy regarding processing persons who refuse chemical testing.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.5.04</b>	<b>Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>  WPD Policy #514 (Impaired Driving)	<input type="checkbox"/> N/A
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<b>16.5.04</b>	<b>Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5.05 DUI Report Forms</b>								
The trainee shall identify the report forms to be used for driving under the influence cases.								
Reference(s):						Case # (If applicable)	Incident #	
	<b>Received Instruction</b>		<b>Competency Demonstrated</b>		<b>How Demonstrated?</b>	<b>Remedial Training</b>		<b>How Remediated?</b>
	Signature	Date	Signature	Date		Signature	Date	
<b>FTO:</b>					<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
<b>Trainee:</b>								
Comments:								

**Additional Information:**

<b>16.5.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	☒ N/A
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<b>16.5.05 Part B - Agency Training Details (field will expand automatically)</b>
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<b>16.5.06 Handling a Driving Under the Influence Case</b> Given a situation where a vehicle operator may be driving under the influence, 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(s):						Case # (if applicable)	Incident #	
	Received Instruction		Competency Demonstrated		How Demonstrated?	Remedial Training		How Remediated?
	Signature	Date	Signature	Date		Signature	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:**

<b>16.5.06 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</b>	<input checked="" type="checkbox"/> N/A
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<b>16.5.06 Part B - Agency Training Details (field will expand automatically)</b>
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**See next page for Attestation**



## 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**