

SECTION **6**

Community Relations/Professional Demeanor

6.1 – 6.6 COMPETENCY REQUIREMENTS

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	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.

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SECTION 6 COMMUNITY RELATIONS/PROFESSIONAL DEMEANOR

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

Trainee

FTO

6.1 COMMUNITY RELATIONS AND SERVICE

6.1.01 Agency Responsibilities
The trainee shall explain the agency’s responsibilities to community service.

<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 *(field will expand automatically)*

Additional Information:

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

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

6.1.02 Community Service
 The trainee shall identify the agency’s roles and responsibilities in providing community service. Those roles may include:

- A. To protect life and property
- B. To maintain order
- C. Crime prevention
- D. Public education
- E. Delivery of service
- F. Enforcement of laws
- G. Community partnerships, such as:
- H. Community Oriented Policing Services (COPS)
- I. Police Athletic League/Police Activities League (PAL)
- J. Drug Abuse Resistance Education (DARE)
- K. Any other agency-approved programs

<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:

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

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

6.2 PROFESSIONAL DEMEANOR AND COMMUNICATIONS								
6.2.01 Professional Principles The trainee shall identify the basic principles that generally apply to professions, and discuss how those principles relate to the profession of law enforcement.								
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:

6.2.01	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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6.2.01	Part B - Agency Training Details (field will expand automatically)
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6.2.02 Citizen Evaluations								
The trainee shall explain the various methods by which citizens evaluate law enforcement agencies and their officers.								
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:

6.2.02	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #1020 (Personnel Complaint Procedure)	<input type="checkbox"/> N/A
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6.2.02	Part B - Agency Training Details (field will expand automatically) The trainee will discuss with the FTO various ways the public can critique their performances. A citizen can critique an officer’s performance by filling out and completing a Citizen Commendation/Complaint Form. This form can be found online through the WPD website, in the Lobby of the Police Department or by contacting a Supervisor.
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6.2.03 Inappropriate Verbal Language/Communication
 The trainee shall identify verbal factors which could contribute to a negative response from the public, including:

A. Profanity
 B. Derogatory remarks
 C. Offensive terms regarding gender, race, ethnicity, sexual orientation, nationality, religion, and/or socioeconomic status

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:

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

WPD Policy #339 (Standards of Conduct)

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

6.2.04 Inappropriate Nonverbal Language/Communication The trainee shall identify nonverbal factors which could contribute to a negative response from the public, including: A. Officious and disrespectful attitude B. Improper use of body language C. Improper cultural response								
Reference(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:

6.2.04	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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6.2.04	Part B - Agency Training Details (field will expand automatically)
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6.2.05 Explaining Actions to Citizens									
The trainee shall discuss why it may be beneficial to explain the reasons for his/her actions to inquiring citizens.									
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:

6.2.05 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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6.2.05 Part B - Agency Training Details (field will expand automatically)
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6.2.06 Phone Communication
 The trainee shall conduct phone conversations in a professional manner.

<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:

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

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

6.2.07 Other Forms of Communication
 The trainee shall demonstrate the ability to communicate with any segment of the public in such a way as to enhance police service and community attitudes toward the police. This may be demonstrated through:

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

<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:

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

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

The FTO shall discuss with the trainee the importance of communicating with all aspects of the community. By the very nature of our work, officers communicate with people from a wide variety of backgrounds, attitudes, and preconceptions. These differences present several challenges. Officers are required to adjust their communication practices to communicate more clearly with different members of the community.

Officers must quickly assess if the person they are talking to is a suspected or convicted felon, a traumatized victim, a person needing assistance, and a community member or business leader. Therefore, officers need to develop a type of code-switching that allows them to accommodate members of the public under some circumstances and to use authoritative forms of communication in others. To do otherwise could be literally life threatening under certain circumstances. This is a type of balancing act for Officers who must accomplish two objectives: represent authority and induce compliance, and, at the same time, show concern, and gain respect and trust from the community.

6.3 CULTURAL DIVERSITY									
6.3.01 Community Cultures									
The trainee shall explain how the culture of the community can have an affect on the community’s relationship with his/her agency.									
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:

6.3.01 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	☒ N/A
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6.3.01 Part B - Agency Training Details *(field will expand automatically)*

WPD believes employees of the Winters Police Department, we treat all persons with the same professional courtesy and respect regardless of their race, religion, sexual preference, gender, political preference or any other aspects of their lives.

The FTO shall discuss the importance of Cultural Diversity with the trainee.

Constitutional Requirements: Equal treatment for all persons regardless of race, sex, ethnic background, gender, etc., negative treatment of a certain culture can greatly effect community trust, WJUSD is made up of many different cultures and ethnic backgrounds and we must be sensitive to the different types of cultures we will encounter.

There are several ways an Officer can increase trust within the community: Apply laws and procedures equally, know the cultural differences within the city, keep in contact with civil leaders, business owners within your beat/service sector, and treat all persons the same way you would like to be treated.

6.3.02 Cultural Motivations and Biases
The trainee shall identify cultural motivations and biases that may affect professional ethics.

<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:

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

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

6.3.03 Increasing Trust within Communities
 The trainee shall assess and explain ways in which he/she can increase the trust of the community he/she serves.

<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:

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

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

Building and maintaining community trust is the cornerstone of successful policing and Law Enforcement. The Building and maintenance of trust takes a great deal of continuous effort. Unfortunately, the trainee must understand, the ethical and outstanding work by thousands of officers can be easily undone by the actions of one officer. It is imperative to lead by example and remember that the community and citizens see one officer as indicative of all officers nationwide.

6.4 RACIAL PROFILING									
<p>6.4.01 Racial Profiling Prohibited and Damaging The trainee will review and discuss Penal Code 13519.4, which states in part, “Racial profiling... is the practice of detaining a suspect based on a broad set of criteria which casts suspicion on an entire class of people without any individualized suspicion of the particular person being stopped.” The trainee shall recognize that racial profiling:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> A. Is prohibited by law B. “Presents a great danger to the fundamental principles of a democratic society” C. “Is abhorrent and cannot be tolerated” </td> <td style="width: 50%; border: none;"> D. Causes community distrust and harms police relations with the community E. May have legal consequences </td> </tr> </table>								A. Is prohibited by law B. “Presents a great danger to the fundamental principles of a democratic society” C. “Is abhorrent and cannot be tolerated”	D. Causes community distrust and harms police relations with the community E. May have legal consequences
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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 (field will expand automatically)									

Additional Information:

<p>6.4.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)</p> <p>WPD Policy #402 (Racial-Biased Based- Profiling)</p>	<input type="checkbox"/> N/A
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6.4.01 Part B - Agency Training Details *(field will expand automatically)*

WPD is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly and without discrimination toward any individual or group.

Race, ethnicity or nationality, religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group shall not be used as the basis for providing differing levels of law enforcement service or the enforcement of the law.

The FTO shall discuss the training that is required to all Law Enforcement Officer pursuant to CA PC 13519.4.

CA PC Section 13519.4. (a) The commission shall develop and disseminate guidelines and training for all peace officers in California as described in subdivision (a) of Section 13510 and who adhere to the standards approved by the commission, on the racial and cultural differences among the residents of this state. The course or courses of instruction and the guidelines shall stress understanding and respect for racial, identity, and cultural differences, and development of effective, non-combative methods of carrying out law enforcement duties in a diverse racial, identity, and cultural environment.

6.4.02 Profiling Behavior

The trainee shall explain why effective police work profiles a person’s behavior and not a person’s race.

<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:								

	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:

6.4.02	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i> WPD Policy #402 (Racial-Biased Based- Profiling)	<input type="checkbox"/> N/A
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6.4.02	Part B - Agency Training Details <i>(field will expand automatically)</i>
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6.4.03	Constitutional Amendments	The trainee shall explain the 4th Amendment and 14th Amendment of the U.S. Constitution and how they define law enforcement activities that pertain to racial profiling.
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<i>Reference(s):</i>	Case # <i>(If applicable)</i>	Incident #
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	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:

6.4.03	Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	☒ N/A
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6.4.03	<p>Part B - Agency Training Details <i>(field will expand automatically)</i></p> <p>The 4th Amendment to the United States Constitution is the part of the Bill of Rights that prohibits unreasonable searches and seizures and requires any warrant to be judicially sanctioned and supported by probable cause.</p> <p>The 14th Amendment was adopted in 1868, after the civil war, and addresses the equal protection and rights of former slaves. The 14th Amendment limits the action of state and local officials. In addition to equal protection under the law to all citizens, the 14th Amendment also addresses what is called "due process", which prevents citizens from being illegally deprived of life, liberty, or property.</p>
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6.4.04	Community History							
	The trainee shall discuss how the history of the community can have an affect on the community’s relationship with his/her 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:

6.4.04	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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6.4.04	Part B - Agency Training Details (field will expand automatically)
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6.4.05 Agency Policy The trainee shall review and be able to summarize the agency’s policy regarding racial profiling.								
<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 (field will expand automatically)								

Additional Information:

6.4.05	Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum) WPD Policy #402 (Racial-Biased Based Profiling)	<input type="checkbox"/> N/A
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6.4.05 Part B - Agency Training Details *(field will expand automatically)*

6.4.06 Focusing on Behavior
 The trainee shall demonstrate the ability to perform effective police work focusing on behavior rather than race.

<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:

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

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

6.5 CRIME PREVENTION									
6.5.01 Citizen Support The trainee shall demonstrate the knowledge and skills necessary to gain citizen support and participation in the prevention of crime.									
<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:

6.5.01 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	☒ N/A
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6.5.01 Part B - Agency Training Details (field will expand automatically)
<p>WPD is proud to provide the community Crime Prevention Presentations. Schools, Groups, Businesses, Organizations, and Churches, as well as individuals, may contact WPD to request a specific crime prevention presentation or a presentation customized to their unique needs.</p> <p>Various programs could include: Neighborhood Watch, Home Security, Commercial Security, Shoplifting, Robbery, Drug Abuse, Strangers, Senior Citizen Concerns, Personal Safety/Defensive Tactics, Sexual Assault/Rape Prevention, Auto Theft, Vacation Tips, and Fraud and Con games.</p>

6.5.02 Forms of Crime Prevention
 The trainee shall give examples of general forms of crime prevention, including:

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

<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:

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

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

6.6 COMMUNITY-ORIENTED/PROBLEM-ORIENTED POLICING (COP/POP)								
6.6.01 Community/Problem Oriented Policing and Community Priorities								
The trainee shall review and explain the agency’s concept of community/problem oriented policing as it relates to community priorities and needs, focusing on specific violations, crimes, or circumstances.								
	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:

6.6.01 Part A - Reference Agency Policies/Procedures, if applicable <i>(600 characters maximum)</i>	☒ N/A
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6.6.01 Part B - Agency Training Details <i>(field will expand automatically)</i>
<p>The Winters Police Department has developed a Community Oriented Policing strategy to identify, analyze, and resolve the crime, disorder, and service problems that affect or diminishes the resources of the Department. In developing this strategy, it is recognized that the community institutions are key partners with the Department in the creation of a safe, secure community. It is further recognized that the Department cannot succeed in achieving either its basic goals or the goals of this program without both the operational assistance and support of the community.</p> <p>The Department shall institutionalize the use of this strategy so that problem solving becomes more strongly integrated into routine police activities. As this approach involves police personnel working together with City employees and community resources in the delivery of law enforcement and community services, it is consistent with the mission, and core values of the Department. Individuals will be hired and officers promoted based in part on their demonstrating a firm commitment to the principles of community policing.</p>

6.6.02 The Crime Triangle The trainee shall explain the crime triangle (offender, victim, and location).								
<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:

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

The trainee shall understand the Problem Analysis Triangle. The Problem Analysis Triangle (sometimes referred to as the crime triangle) provides a way of thinking about recurring problems of crime and disorder. This idea assumes that crime or disorder results when likely offenders and suitable targets come together in time and space, in the absence of capable guardians for that target.

Behavior: Certain behavior(s) is (are) common to the incidents. For example: making excessive noise, robbing people or businesses, driving under the influence, crashing vehicles, dealing drugs, stealing cars. There are many different behaviors that might constitute problems.

Place: Certain places can be common to incidents. Incidents involving one or more problem behaviors may occur at, for example, a street corner, a house, a business, a park, a neighborhood, or a school. Some incidents occur in abstract places such as cyberspace, on the telephone, or through other information networks.

Persons: Certain individuals or groups of people can be common to incidents. These people could be either offenders or victims. Incidents involving one or more behaviors, occurring in one or more places may be attributed to, for example, a youth gang, a lone person, a group of prostitutes, a group of chronic inebriates, or a property owner. Or incidents may be causing harm to, for example, residents of a neighborhood, senior citizens, young children, or a lone individual.

Time: Certain times can be common to incidents. Incidents involving one or more behaviors, in one or more places, caused by or affecting one or more people may happen at, for example, traffic rush hour, bar closing time, the holiday shopping season, or during an annual festival.

By removing one of the legs of the triangle, the crime cannot occur. It is our job to find the avenues in which this can be done. Remove the Opportunity by: naturally (development of property, vine growing over graffiti spots) Programs (neighborhood watch, VIPS) or Education of Citizens (locks, lights, alarms).

6.6.03 Working with the Community to Solve Problems								
The trainee shall describe the advantages of working with the community to find solutions to problems related to community safety and quality of life issues.								
Reference(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:

6.6.03 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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6.6.03 Part B - Agency Training Details (field will expand automatically)
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6.6.04 Leadership in Community-Developed Problem Solving								
The trainee shall demonstrate leadership in facilitating, assisting, and motivating community members to develop solutions to their problems.								
<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:

6.6.04 Part A - Reference Agency Policies/Procedures, if applicable (600 characters maximum)	<input checked="" type="checkbox"/> N/A
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6.6.04	<p>Part B - Agency Training Details <i>(field will expand automatically)</i></p> <p>The FTO shall discuss with the trainee the aspects of an officer being a leader in the community in which they serve. The officer can develop Community Partnerships between their Department and the individuals and organizations they serve to develop solutions to problems and increase trust in police. The officer can organize the management, structure, personnel, and information systems to support community partnerships and proactive problem solving.</p> <p>The officer can start the process of engaging in the proactive and systematic examination of identified problems to develop and evaluate effective responses. These steps can ensure a healthy and productive way for the Officer in effectively engaging with the community they serve to develop solutions to their problems.</p>
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6.6.05 Problem-Solving Model
 The trainee shall explain the agency’s problem-solving model [e.g., The SARA Model (Scanning, Analysis, Response and Assessment)], and be able to:

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

<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:

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

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

WPD believes strongly in the use of the SARA (Scanning, Analysis, Response and Assessment) Model. The Community Oriented Policing Strategy is comprised of two stages as listed below:

A) Scanning - Identifying potential problems and determining if more attention is required. Some problems identified during this process may be so severe as to warrant immediate action, which should be taken as dictated and documented as part of the screening process.

B) Analysis - Finding the characteristics, scope, consequences, and causes of the problem by collecting information from all appropriate sources. After the analysis is complete, the problem needs to be clarified and a determination made as to whether the problem exists as originally stated. All parties should be in agreement as to the nature of the problem before action is taken.

C) Response - Developing and implementing a solution to the problem by working with whatever District, public and private organizations and individuals are appropriate.

D) Assessment - Determining whether the response was implemented correctly and whether it had desired effect on the problem.

See next page for Attestation

Part 5 – Section 6: Community Relations/Professional Demeanor

ATTESTATION FOR SECTION 6

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).
- Enter your full name next to your signature.

YOUR ELECTRONIC SIGNATURES VERIFY that the Field Training Officer (FTO) and Trainee attest to the following:

1. The FTO(s) provided all instruction, training, and related feedback/comments to the Trainee in accordance with the agency’s training requirements for this portion of the Field Training Program.
 2. The Trainee demonstrated all competencies required for this portion of the Field Training Program.
 3. If remedial training was performed, the results were reviewed by the appropriate FTO(s) and accepted by the Trainee.
 4. The final evaluation of the Trainee’s performance for this portion of the Field Training Program were approved by the FTO(s) and accepted by the Trainee.
-

Primary Field Training Officer: X Print Full Name: _____

Trainee: X Print Full Name: _____

IMPORTANT: After signing the Attestation, the file will be “locked” and **CANNOT BE MODIFIED**. If you need to make changes, both signatures must be removed and re-entered after the final revisions have been made.

To remove the electronic signature: Right click on the signature line > Select “Remove” from the menu.

See the following pages for Instructions to Administrators and FTOs

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):**
 - a. 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.)
 - b. 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:**
 - a. Upon completing each competency, enter the FTO and trainee names and dates, and how the competency was demonstrated, into the applicable tables.
 - b. Enter any note-worthy comments related to the trainee’s performance.
3. **If trainee requires remedial training:**
 - c. Enter the FTO and trainee names and dates, and how the competency was remediated, to show that each competency was completed.
 - d. 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