DAILY OBSERVATION REPORT

PROBATION AND PAROLE OFFICER RECRUIT EVAL #___

Recruit Name(Last, First, MI)			Badge #
FTO Name (Last, First MI)			Badge #
Date:	Department:	Shift:	Administrative Review Req(Y/N):

AREAS RATED Numerical Rating Standards Guide: 1= Unacceptable 3=Meets Standards 5=Highly Proficient	**Rating Scale** **Circle Number**	***NO**	***NRT**	***TT**
Appearance:	----------	---	---	---
1. General Appearance……	1 2 3 4 5			
Attitude:	----------	---	---	---
1. Acceptance of Feedback……..	1 2 3 4 5			
2. Attitude toward Law Enforcement Work……..	1 2 3 4 5 ----------	---	---	---
Knowledge:	1 2 3 4 5			
1. Knowledge of Policy and Procedure……..	1 2 3 4 5			
2. Knowledge of OK Criminal Statutes……....	1 2 3 4 5			
3. Knowledge of Case Law…….....	1 2 3 4 5	---	---	---
4. Knowledge of ICON	1 2 3 4 5			
5. Knowledge of ICOTS	1 2 3 4 5			
6. Knowledge of GPS	1 2 3 4 5			
7. Knowledge of SVOR	1 2 3 4 5			
8. Knowledge of Presentence Investigations	----------			
Performance:				
1. Driving Skill ……..	1 2 3 4 5			
2. Orientation/Response while on home visits…….....	1 2 3 4 5 1 2 3 4 5			
3. Routine Forms - Accuracy/Completeness……..	1 2 3 4 5			
4. Report Writing - Organization/Details……..	1 2 3 4 5			
5. Report Writing - Grammar/Spelling/Formatting……..…..	1 2 3 4 5			
6. Report Writing - Appropriate Time Used…….	1 2 3 4 5			
7. Field Performance - Normal Conditions……..	1 2 3 4 5			
8. Field Performance – Stressful Conditions…….	1 2 3 4 5			
9. Evidence Collection/Physical Evidence Observations……..	1 2 3 4 5 1 2 3 4 5			
10. Self-Initiated Field Activity…….	1 2 3 4 5	---	---	---
11. Officer Safety…….....	1 2 3 4 5			
12. Control of Conflict - Voice Commands/Physical Skills…..	1 2 3 4 5			
13. Problem Solving & Decision Making…….....	1 2 3 4 5			
Relationships:				
1. Public Interactions/Demeanor……..	1 2 3 4 5			
2. Interactions with other Officers/Responders/ADAs/Judges……...	1 2 3 4 5			
	Total Remedial Training Time:			

*NO = NOT OBSERVED || *NRT = NOT RESPONDING TO TRAINING || *TT = REMEDIAL TRAINING TIME (in minutes)

I CERTIFY THIS RATING REPRESENTS MY BEST JUDGEMENT	I CERTIFY I HAVE REVIEWED THIS RATING WITH MY FTO
FTO Signature:	Recruit Signature:

Recruit Officers shall make copies of each Evaluation, retain copies of them and have them available at any time for review by their FTO. The original Evaluation shall be forwarded to the administration.

Narrative/Comments

Most Acceptable Performance of the Day:	
Least Acceptable Performance of the Day:	
Additional Comments:	
Signature of FTO:	Signature of Recruit:

FTO Coordinator Signature: _____