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| DOR #       |  DAILY OBSERVATION REPORT – LEVEL II and LEVEL III |  |
| Date:       |  Shift Hours:        | Total Hours Worked:      |
| Trainee:       | FTO:       | NON FTO:      |
| INSTRUCTIONS (See Website: [www.vcjtc.vermont.gov/forms#FTO](http://www.vcjtc.vermont.gov/forms#FTO)) |
| **ASSIGNMENT OR REASON FOR NO EVALUATION:** | **RATING SCALE** | **ATTACHMENTS**[ ]  Yes [ ]  No |
|       | Not Acceptable Performance | MinimumAcceptable | Exceeds Minimum Acceptable |
| **CHART** |  | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **NO** | **NAR** | **NRT** | **REM** | **TIME** |
|  |  | **CRITICAL PERFORMANCE TASKS** |  |
|  | 1 | DRIVING SKILL: STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 2 | ORIENTATION SKILL: STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 3 | FIELD PERFORMANCE: STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 4 | OFFICER SAFETY: GENERAL |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 5 | OFFICER SAFETY: SUSPICIOUS PERSONS & PRISONERS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 6 | CONTROL OF CONFLICT: VOICE COMMAND |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 7 | CONTROL OF CONFLICT: PHYSICAL SKILL |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 8 | USE OF FORCE |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **FREQUENT PERFORMANCE TASKS** |  |
|  | 9 | DRIVING SKILL: NON–STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 10 | ORIENTATION SKILL: NON-STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 11 | FIELD PERFORMANCE: NON-STRESS CONDITIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 12 | PROBLEM SOLVING & DECISION MAKING |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 13 | SELF-INITIATED FIELD ACTIVITY |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 14 | PATROL PROCEDURES |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 15 | INVESTIGATIVE PROCEDURES |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 16 | INTERVIEW & INTERROGATION SKILLS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 17 | TECHNOLOGY: Computer, Radar, LIDAR, Camera, Breath Testing |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 18 | ROUTINE FORMS: ACCURACY AND COMPLETENESS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 19 | REPORT WRITING: ORGANIZATION/DETAILS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 20 | REPORT WRITING: GRAMMAR/NEATNESS/SPELLING |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 21 | REPORT WRITING: APPROPRIATE TIME USED |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 22 | RADIO: USE OF CODES & PROCEDURES |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 23 | RADIO: HEARS & COMPREHENDS TRANSMISSIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 24 | RADIO: ARTICULATION OF TRANSMISSIONS |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | **KNOWLEDGE** |  |
|  |  | ***DEPARTMENT POLICY & PROCEDURE*** |  |
|  | 25 | REFLECTED IN FIELD PERFORMANCE |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 26 | REFLECTED BY VERBAL/WRITTEN/SIMULATED TESTING |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | ***CRIMINAL STATUTES*** |  |
|  | 27 | REFLECTED IN FIELD PERFORMANCE  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 28 | REFLECTED BY VERBAL/WRITTEN/SIMULATED TESTING  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | ***RESOURCES & ALTERNATIVES*** |  |
|  | 29 | REFLECTED IN FIELD PERFORMANCE  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 30 | REFLECTED BY VERBAL/WRITTEN/SIMULATED TESTING  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | *TRAFFIC STATUTES* |  |
|  | 31 | REFLECTED IN FIELD PERFORMANCE  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 32 | REFLECTED BY VERBAL/WRITTEN/SIMULATED TESTING  |  |  |  |  |  |  |  |  |  |  |  |  |
|  ***SCOPE OF PRACTICE*** |
|  | 33 | REFLECTED IN FIELD PERFORMANCE |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 34 | REFLECTED BY VERBAL/WRITTEN/SIMULATED TESTING |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | ATTITUDE & RELATIONSHIPS  |  |
|  | 35 | ACCEPTANCE OF FEEDBACK: FTO & FTEP |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 36 | ATTITUDE TOWARD JOB |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 37 | RELATIONSHIPS: CITIZENS IN GENERAL |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 38 | RELATIONSHIPS: SUPERVISORS & CO-WORKERS |  |  |  |  |  |  |  |  |  |  |  |  |
|  | 39 | RELATIONSHIPS: ETHNIC/CULTURAL/SOCIAL GROUPS OTHER THAN OWN |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | APPEARANCE |  |
|  | 40 | GENERAL APPEARANCE |  |  |  |  |  |  |  |  |  |  |  |  |
| **USE THE STANDARD EVALUATION GUIDELINES** |
| DAILY OBSERVATION REPORT |
| THE MOST ACCEPTABLE AREA OF PERFORMANCE TODAY WAS IN CATEGORY NUMBER A specific incident which demonstrates today’s performance in this area is: **(*Mandatory Area)*** |       |
|       |
| THE LEAST ACCEPTABLE AREA OF PERFORMANCE TODAY WAS IN CATEGORY NUMBER A specific incident which demonstrates today’s performance in this area is: **(***Mandatory on shifts when a failing grade is earned. Leave blank on shifts when all ratings are passing.***)** |       |
|       |
| **DOCUMENTATION OF PERFORMANCE AND COMMENTS** Narrative documentation is required for ratings of 1, 2, 6, 7, REM, and NRT. **(Additional Narrative Attached:** [ ]  **Yes** [ ]  **No)** |
| **CATEGORY** **#** | NARRATIVE/COMMENTS  |
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| TRAINEE COMMENTS |
|       |
| **SHIFT DATA** | Radio History Attached: [ ]  Yes [ ]  No |
| Calls for Service:        | MV Stops:        | Arrests:        | Viols:        |
| Trainee Signature: | Date:  | FTO Signature or **🞎** NON FTO Signature: | Date:  |
| SET THE STAGE • USE QUOTES • USE LISTS • INCLUDE REMEDIAL • FRONT = BACK• USE SEGs • REMEMBER YOUR AUDIENCE • DO NOT PREDICT |