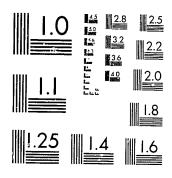
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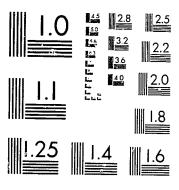
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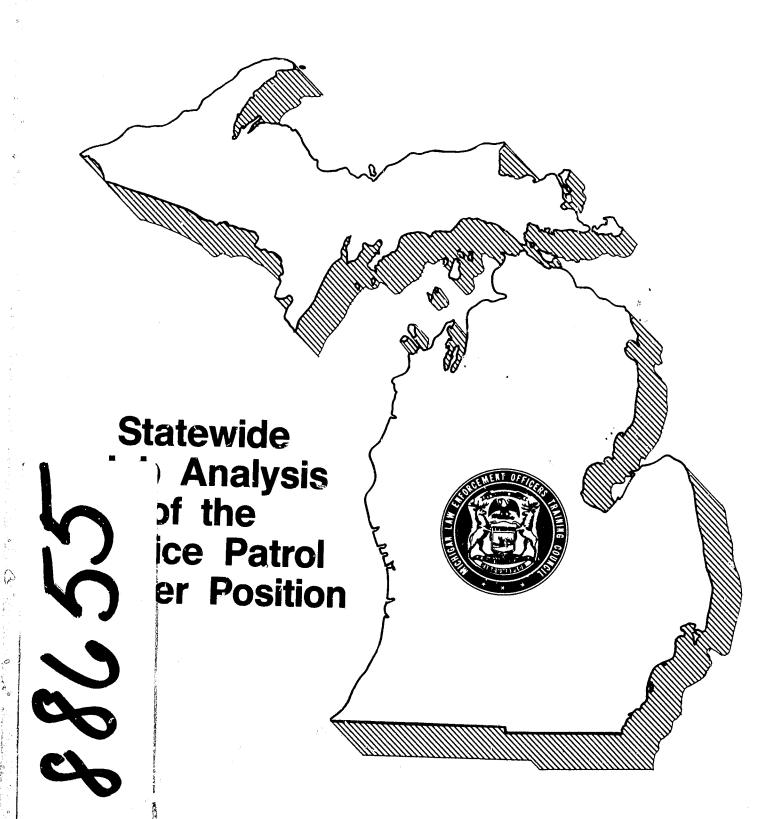


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National Institute of Justice United States Department of Justice Washington, D.C. 20531 Research & Development Section
Michigan Law Enforcement Officers Training Council



STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

Prepared for the
MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL



Ву

PERSONNEL RESEARCH CONSULTANTS
Fair Oaks, California

and

RESEARCH AND DEVELOPMENT SECTION
MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

September 1979

U.S. Department of Justice National Institute of Justice

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PREFACE

It is with great pleasure that I present this Report to the Michigan Law Enforcement Officers Training Council. This Report marks the culmination of the data collection phase of one of the most comprehensive job analysis projects in the field of law enforcement. Almost 200 law enforcement agencies participated in the survey of patrol officers. The officers were asked to complete a task inventory in which they described their jobs. Supervisors also supplied ratings on the same task inventory for factors relating to importance and training priority.

The data which were reported have been organized into selection and training groups so that future use of the information will be facilitated. The data collection phase is not an end in itself, but a significant first step in the process of preparing and publishing job-related selection and training standards. The Training Council is now ready to build on this Report by beginning the design and development phases of the project. It is now important to begin to translate the information in this Report into selection standards and training content.

All of the agencies which participated in this project are to be congratulated. The cooperation which was exhibited evidences the commitment that the law enforcement community in Michigan has towards professionalization. This project typifies the effort our profession is willing to make to select police officer candidates who will be competent in the performance of their duties. Therefore, it is with pride that I now present this Report as documentation of the continuing effort toward selecting the most competent police officers using job-related selection and training processes.

Patrick J. Judge, Chief Research and Development Section

FORWARD

A job analysis is never done for its own sake. The purpose of any job analysis is to gather, analyze and display information in such a way that it can be used to make important decisions. The MLEOTC's goal was to establish a base of data which would assist them in making crucial decisions about the design of employee selection and training procedures for Michigan law enforcement officers. We feel that this goal has been achieved.

As a result of the job analysis project described in this Report, the MLEOTC has as extensive and rich a store of job information as exists anywhere in the country today. These data will ultimately be used to maintain and improve, where necessary, the quality of law enforcement in the state of Michigan.

This Report documents the methodology and the steps taken to establish the job analytic data base. It describes in detail the data gathering procedures, the characteristics of the respondent sample, the analyses performed on the data and many other specific aspects of the project design. It is hoped that this information will assist other states which are contemplating similar job analysis efforts.

John W. Kohls, Ph.D. John G. Berner, Ph.D. Personnel Research Consultants

ACKNOWLEDGMENTS

This Report is the culmination of 16 months of intensive work by a diverse group of people and organizations. The Research and Development Section of the Michigan Law Enforcement Officers Training Council acted as general contractor and oversaw the entire work effort as well as doing a considerable amount of the research. William Nash, Supervisor of the Standards Unit, acted as Project Director. Mr. Nash and Dale Rothenberger, also of the Standards Unit, did the lion's share of the work for the MLEOTC and without the efforts of these two researchers this project would not have been completed.

The contractor for the first two major steps of the project, questionnaire design and survey administration, was the Texas A & M University Research Foundation. The contractor for the third and fourth major steps was Personnel Research Consultants, which directed the data analysis, interpreted the results and wrote this Report. Frederick W. Barney performed the statistical and analysis work using the Statistical Package for the Social Sciences and the computer facilities at Michigan State University.

Acknowledgment is extended to Nancy Felder, Joseph O'Connell, Richard Talley and Jon White, who as Research and Development staff members, made significant contributions to the successful completion of this project phase. A special thanks must also be extended to Mary Ellen Thelen and Patricia French who put forth diligent and outstanding work throughout the project, as well as in typing this Report.

This work effort was undertaken to fulfill the number one organizational objective established by the 11-member Michigan Law Enforcement Officers Training Council, under whose guidance this analysis phase was completed. The most important credit of all must go to those police officers across the state who so carefully and accurately described their jobs and made this research possible, and to the agency heads and employee organizations who so graciously cooperated with the MLEOTC research staff in arranging the survey administration in their departments.

TABLE OF CONTENTS

	·	Page
	PREFACE	iii
	FOREWARD	v
	ACKNOWLEDGMENTS	vii
	LIST OF TABLES	xii
	LIST OF FIGURES	kiii
	Chapter	
	1. INTRODUCTION	7
	The MLEOTC Responsibilities	1
	Need For Job Analysis Project	3
	Major Decisions Affecting the Design of Job Analysis	4
	The Need For and Selection of Specialized Assistance	5
	2. SURVEY DESIGN AND ADMINISTRATION	7
	Overview	7
	Task Analysis Methodology	7
	3. DATA ANALYSES AND FINDINGS	17
	Background Characteristics of the Patrol Officer and Supervisor Respondents	17
	Analyses of Task Data	19
	Grouping of Tasks	20
	Assessing the Significance of Tasks (Defining the Basic Patrol Job)	24
	Display of Task Data	34
٠		39

	P	age
4.	USE OF THE JOB ANALYSIS DATA BASE	42
	Background Information	42
	Core Training Task Groups	42
	Core Selection Task Groups	43
	Complaints/Incidents	43
	Equipment and Transportation Checklist	44
	Sources of Information	44
	Non-Core and Agency-Specific Tasks	44
	Other Potential Uses of the Data Base	45
	Conclusion	46
APPENDIC	CES CONTRACTOR OF THE CONTRACT	
Α.	BIBLIOGRAPHY	
В.	TIME ACTIVITY FLOW CHART	
С.	AMMERMAN AND PRATZNER PROCESS	
D.	AGENCIES SURVEYED IN EACH OF 12 AGENCY CATEGORIES TO OBTAIN PATROL OFFICER SAMPLE	
Ε.	SURVEY BOOKLETS	
F.	BACKGROUND CHARACTERISTICS OF PATROL OFFICER RESPONDENTS FROM EACH AGENCY TYPE	
G.	TRAINING TASK GROUP DEFINITIONS	
Н.	SELECTION TASK GROUP DEFINITIONS	
I.	LISTING OF ELIMINATED TASKS	
J.	INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES	
Κ.	CORE TASKS ARRANGED BY TRAINING TASK GROUP	
L.	CORE TASKS ARRANGED BY SELECTION TASK GROUP	
М.	CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY TRAINING GROUP)	

APPENDICES Cont'd.

- N. CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY SELECTION GROUP)
- O. NON-CORE TASKS ARRANGED BY TRAINING TASK GROUP
- P. NON-CORE TASKS ARRANGED BY SELECTION TASK GROUP
- Q. COMPLAINTS/INCIDENTS
- R. EQUIPMENT/VEHICLES
- S. SOURCES OF INFORMATION
- T. INDEX TO TASK STATEMENT LOCATIONS

LIST OF TABLES

Table		•	Page
1.	Patrol Officer Sample		9
2.	Supervisor Sample		11
3.	Breakdown of Tasks into Composite Parts		13
4.	Survey Response Rates		16
5.	Background Characteristics of Patrol Officer Respondents		17
6.	Background Characteristics of Supervisor Respondents		19
7.	Titles of Training Task Groups		22
8.	Titles of Selection Task Groups		23
9.	Breakdown of Training Task Groups		28
10.	Breakdown of Selection Task Groups		29
11.	Tasks Identified in Training Tenure Analysis		31
12.	Tasks Identified in Selection Tenure Analysis		33
13.	Summary Information for Core Tasks Performed by Eight Traditional Agencies (Arranged by <u>Training</u> Group)	•	35
14.	Core Tasks Performed by Specialized Agencies (Arranged by <u>Training</u> Group)		37
15.	CIP and Percent Performing Information for		38

LIST OF FIGURES

igure		Pag
1.	Frequency Scale	25
2.	Consequences of Inadequate Performance Scale	25
3.	Training Priority Scale	25
4.	Task Learning Difficulty Scale	25
5.	Task Delay Tolerance Scale	25
6.	Conversion Procedures Used to Verbally Describe Mean Ratings of Training Priority, Task Learning Difficulty, and Task Dolay Tolerance	36
7.	Response to Complaint/Incident Scale	39
8	Sources of Information Scale	30

Chapter 1

INTRODUCTION

Chapter 1

INTRODUCTION

To be effective, employee selection and training techniques must be based upon job content. The method of studying job content is called job analysis. The results of a job analysis can be used to develop selection and training techniques which are job-related. The process used to verify that the techniques are, in fact, job-related is called "validation."

With the advent of the Equal Employment Opportunity Commission (EEOC) Guidelines, employers have been placed under considerable pressure to validate the processes by which they select and train employees. In addition to the Federal requirements, many states have enacted legislation to strengthen the EEOC Guidelines. In Michigan, for example, it is illegal to discriminate against any person based on their sex, age, race, creed, color, national origin, marital status, weight, height, or physical handicap. This entails stringent employer responsibilities.

The Michigan Law Enforcement Officers Training Council (MLEOTC) is responsible for establishing mandatory minimum selection and training standards for entry-level Michigan patrol officers; hence, MLEOTC assumes the role of an employer. MLEOTC is committed to abide by state and federal antidiscriminatory regulations, while seeking to ensure that only the most competent police applicants are selected and trained as law enforcement officers. As a state regulatory agency, it is the MLEOTC's function to validate its selection and training process. The purpose of this Report is to document the methods the MLEOTC used to collect the data that will be used to establish job-related selection and training standards and to present the results of the data interpretation.

THE MLEOTC RESPONSIBILITIES

The MLEOTC was created by the state legislature in 1965. (Public Act 203). Michigan was one of the first states to establish a law enforcement officers training council to set selection and training standards for the entry-level patrol officer position. Further, Michigan is one of the few states which has established mandatory selection and training standards. Other states have established standards, but compliance is usually voluntary on the part of the police agencies.

The governing body of the MLEOTC consists of 11 members appointed by the Governor with the approval of the state senate. The Attorney General and Director of State Police are ex-officio members. Three Sheriffs, three Chiefs of Police and representatives (one member from each organization) of the Fraternal Order of Police, Metropolitan Club and Detroit Police Officer Associations comprise the remaining membership. The

full-time staff of MLEOTC currently numbers 20 and all staff members are located in Lansing, Michigan.

Any person wishing to practice law enforcement in Michigan must meet the MLEOTC's minimum selection standards and complete a minimum of 296 hours of instruction. The minimum standards were established by administrative rule-making in 1965. All police applicants must:

- 1. be a citizen of the United States.
- 2. be not less than 18 years old.
- 3. have obtained a high school diploma or a passing score on the General Educational Development (GED) test indicating a high school graduation level.
- 4. have no prior felony conviction.
- 5. possess good moral character as determined by a background investigation.
- 6. possess normal hearing, color vision and other visual functions with acuity in each eye correctable to 20/20 and be free from any physical defect, disease or mental and emotional instability which may tend to impair efficient performance of duty as determined by a licensed physician.
- 7. successfully complete the basic training curriculum at a Council-approved school.

The delivery system for the mandatory recruit training program consists of 13 regional training academies which provide every major population area with a training facility. Supporting the regional academies are eight colleges and universities with pre-employment degree programs. MLEOTC has superintending control over the 13 regional training academies and pre-employment programs. The recruit training program at the regional academies is funded through a contractual relationship.

To ensure that candidates meet the minimum selection criteria, selection records are audited during the academy application process. The academies and pre-service schools are regularly inspected to evaluate the efficiency of the training delivery systems. The mechanism for enforcing valid selection and training standards is solidly entrenched.

The implications of the MLEOTC's regulatory powers are quite broad due to the definition of police officer. "Police officer" or "law enforcement officer" means any member of any police force or other organization of a city, county, township, village or of the state regularly employed and responsible for enforcement of the general criminal laws of the state. Traditional agencies (municipal, county and State Police) obviously fall under the MLEOTC jurisdiction, but the definition also includes specialized organizations such as park, conservation, airport and railroad police.

Any person who is a sworn member of a police department with at least one full-time officer must meet the selection and training criteria of the MLEOTC. In total, the MLEOTC regulates the selection and training of approximately 21,000 full-time officers employed in over 600 traditional and specialized agencies.

NEED FOR THE JOB ANALYSIS PROJECT

The present minimum standards are the result of collective professional judgments. Established in 1965, these standards were adequate for their time, but more sophisticated methods for establishing standards exist today. In addition, EEOC regulations and Michigan law require the use of sophisticated validation techniques to better demonstrate the jobrelatedness of standards. Job analysis is an integral part of the process designed to ensure that the most qualified individuals are hired and the least qualified rejected.

A number of other factors also pointed to the need for the MLEOTC to establish basic standards more systematically at the statewide level. First, a 1977 study by the MLEOTC revealed that a number of Michigan police agencies had faced legal challenges for unfair employment practices. The study further found that agencies used a vast array of selection standards to disqualify police candidates. When challenged, some of these agencies conducted their own validation studies and changed their selection standards based on the results. The MLEOTC recognized that it is simply more efficient to have one study conducted on a statewide basis, than to conduct individual standards development projects for over 600 agencies.

Second, training police candidates in regional academies is costly. By having a job-related academy curriculum which reflects real-world policing, agencies can be assured of receiving a good return on their investments. The MLEOTC realized that a statewide job analysis of the patrol officer position was critical to the development of such a curriculum.

Third, there is national recognition of the need to establish jobrelated training. The National Advisory Commission on Criminal Justice Standards and Goals stated:

Every police training academy should insure that the duration and content of its training programs cover the subject every police employee needs to learn to perform acceptably the tasks he will be assigned. 1

¹National Advisory Commission on Criminal Justice Standards and Goals, <u>Task Force on Police</u> (Washington, D.C.: Government Printing Office, 1973), p. 388, Standard 16.2: Program Development.

It was felt that a standards validation study, beginning with a job analysis, represented a logical response to such recommendations.

Finally, the MLEOTC recognized the need to operationally define such standards as "good moral character." Many people agree that police officers should have "good moral character," but they disagree on its definition. "Good moral character" is a reasonable selection standard only when the biographical factors which define it are concrete and job-related. A job analysis is necessary to identify the characteristics required for job success.

In summary, the MLEOTC undertook the statewide job analysis described in this Report because of its commitment to establishing minimum selection and training standards that are job-related. The MLEOTC recognizes that job-related standards are necessary to ensure that all Michigan patrol officers are competent, hired fairly and trained in a job-related manner.

MAJOR DECISIONS AFFECTING THE DESIGN OF THE JOB ANALYSIS

Scope

Since the goal of the job analysis was to gather data that could be used to develop employee selection and training standards, the decision was made to gather data on only the entry-level patrol officer position. The research population excluded officers serving primarily in specialized functions. This decision was based upon the belief that selection and training standards should be based upon job content which individuals can reasonably be expected to perform within a fairly short period after being hired, and that specialized assignments performed by a small minority of job incumbents should not be the basis for standards against which all potential employees are evaluated.

Job Analysis Strategy

Many different approaches to job analysis exist. Some involve interviews; others use detailed surveys. Some approaches emphasize merely the identification of skills, knowledges and abilities; others are designed to determine job tasks as a prerequisite to the identification of skills, knowledges and abilities.

After reviewing a number of methodologies, MLEOTC selected the <u>task</u> <u>inventory</u> approach.² This approach allows job information to be obtained for an exhaustive listing of tasks. It was felt that such detailed task information was necessary to describe the patrol officer's job in enough detail to allow for subsequent development of job-related selection and training standards.

Informing and Involving the Field

Project staff publicized the job analysis and maintained contacts throughout the state. Since individual agencies were the primary source of data, the staff made sure that local agency personnel were well informed and understood what was expected of them. For example, the Research and Development Section printed a project update in each monthly statewide MLEOTC newsletter. Each newsletter contained a list of the police departments which had most recently assisted with the analysis. This was found to be an effective means of keeping communication channels open.

Because participation was voluntary, and further, because of traditional suspicions among police management and labor organizations, an extraordinary promotional effort was necessary. The promotional effort was directed at: police management groups, employee labor organizations, and local project coordinators and incumbent officers. A slide/tape presentation was developed describing the MLEOTC organization, the need for a job analysis survey, the survey methodology, and the intended job-related selection and training objectives. This slide/tape presentation assisted greatly in promoting the project. Representatives from the MLEOTC met with the Michigan Association of Chiefs of Police and the Michigan Sheriffs Association. Meetings were also held with each of the 11 major employee organizations representing police in the State. These meetings were considered particularly critical because police in Michigan are highly organized. Also, in an effort to gain the cooperation of the incumbent officers, a small fold-out brochure was printed. The brochure was titled: "Select Your Future Partner". On the inside, the need for the project was explained and participation and support by incumbent officers was promoted.

Local law enforcement personnel were also involved in the design of the data collection instruments. This accomplished two objectives. First, it gave local personnel a real sense of involvement in the project, and second, it ensured that the job analysis surveys were comprehensive and understandable.

THE NEED FOR AND SELECTION OF SPECIALIZED ASSISTANCE

While the need for assistance from outside individuals possessing expertise in occupational analysis was deemed critical to the success of the project, the MLEOTC was firmly committed to the concept of "shared responsibility" between its staff and the eventual contractor(s). The shared responsibility concept resulted from two primary considerations. First, the MLEOTC employed several staff members (assigned to the Research & Development Section) who possessed the unique combination of experience and education that would permit them to function responsibly in several major phases of the project. They could assist the contractor(s) by performing administrative tasks as well as providing information concerning some of the unique characteristics of the Michigan police population. Due to the complex nature of a project of this type, a close day-to-day working relationship between the contractor(s) and the MLEOTC

²A detailed review of the job analysis methodologies is not presented here. The documents which were reviewed to select the most appropriate approach for this project are listed in Appendix A.

staff was considered absolutely essential. Second, restricted financial resources made it impractical to turn the project completely over to a contractor. The utilization of staff resources was seen as the only reasonable alternative to keep project costs within the MLEOTC's research budget allocation.

A Request for Proposal for the general analysis was mailed to task inventory practitioners throughout the country. The work plan and requirements outlined in the Request for Proposal were heavily reflective of designs by Ohio State University and the Air Force's Instructional Systems Development program, although the staff was receptive to major design modifications.

All proposals received were evaluated in terms of: (1) responsiveness to the requirements outlined in the Request for Proposal, (2) technical soundness of proposed methodology, (3) expressed willingness to work with and train the MLEOTC staff, (4) prospective contractor qualifications, and (5) total man-hours (on-site and off-site) and related costs. The contractor was chosen from among three finalists who made oral presentations to the MLEOTC. A technical advisor from the Department of Psychology, Michigan State University, assisted the MLEOTC throughout the entire evaluation process.

Chapter 2

SURVEY DESIGN AND ADMINISTRATION

Chapter 2

SURVEY DESIGN AND ADMINISTRATION

OVERVIEW

This section of the Report focuses on the design, circulation and administration of the general survey instruments through and including data collection. The definition of the research population and description of the construction of the sampling plan is followed by a discussion of the development of the survey instruments and the pilot-testing of the instruments. The section concludes with a detailed description of the characteristics and qualifications of the research respondents. A step-by-step project plan can be found in the Time Activity Flow Chart (see Appendix B).

TASK ANALYSIS METHODOLOGY

The MLEOTC consulted a number of resource documents concerning the task inventory approach to job analysis. These works helped provide the theoretical framework for the design of the study. A complete listing of references is provided in Appendix A. However, one major work merits special mention. Harry Ammerman's and Frank Pratzner's five volume Performance Content for Job Training³ was the major resource used by MLEOTC. The work is well written and provides a step-by-step process for conducting a job analysis. The MLEOTC work plan was a modification of the Ammerman and Pratzner process (see Appendix C).

Equipped with specialized consulting assistance and extensive job analysis background material, the MLEOTC developed a four-step process for conducting the task inventory. The four steps consisted of:

- 1. determining the survey population.
- 2. constructing a comprehensive list of police tasks.
- 3. obtaining data from patrol officers and first-line supervisors using instruments based on the task listing.
- 4. determining the frequency and importance of tasks which are performed.

³Harry L. Ammerman and Frank C. Pratzner, <u>Performance Content for Job Training</u> (Columbus, Ohio: The Center for Vocational Education, 1977).

Sampling Design

A fundamental decision made prior to the development of the sampling design was that task data would be collected from both officers and first-line supervisors. Specifically, officers would provide data regarding the frequency with which they performed tasks and supervisors would provide information concerning the criticality of tasks. Having made this decision, the following procedures were followed to obtain representative samples of patrol officers and supervisors.

As defined by the MLEOTC mandate, a law enforcement officer is any member of a police force, or other governmental enforcement organization, regularly employed and responsible for enforcing the general criminal code of the state. The MLEOTC developed an operational definition of "law enforcement officer" which limited the study to sworn. full-time uniformed personnel assigned to the general patrol function. The general patrol function included line-level law enforcement, order maintenance, crime prevention and protection of life and property. Due to the mandate's scope, the MLEOTC examined not only the traditional occupations of municipal, county and state police officers, but also conservation, railroad, park, and airport police officers. Officers in all of these agencies are required to meet the MLEOTC minimum selection and training standards; therefore, valid standards needed to be addressed across these different law enforcement agencies. In order to identify differences and similarities in job content across different sizes and types of agencies, the following 12 agency categories were studied separately.

- 1. Michigan State Police (S.P.)
- 2. Detroit Police Department (D.P.)
- 3. Large Cities/Villages/Townships (L.C.) (defined as 100 or more full-time officers)
- 4. Medium Cities/Villages/Townships (M.C.) (defined as 30-99 full-time officers)
- 5. Small Cities/Villages/Townships (S.C.) (defined as 1-29 fulltime officers)
- 6. Large County Sheriffs' Departments (L.S.) (defined as 22 or more full-time patrol officers)
- 7. Small County Sheriffs' Departments (S.S.) (defined as 1-21 full-time <u>patrol</u> officers)
 Universities/Colleges (U.C.)
- 9. Airports (A.P.)
- Railroads (R.R.)
- 11. State Department of Natural Resources (N.R.)
- 12. Local Parks (L.P.)

By studying each category separately, the MLEOTC hoped to identify the tasks (and therefore the selection and training standards) which constitute a common statewide core for all entry-level patrol positions. It was also hoped that tasks which were specific to certain types of agencies could be identified. Subsequent chapters of this report describe how both these goals were realized.

Patrol Officer Sample. Of the approximately 21,000 police incumbents in Michigan, at the time of the survey administration, it was estimated that 60%, about 12,600 officers, worked as first-line patrol officers. The goal was to select a random sample of agencies which could be used to analyze the job of the Michigan patrol officer. The state was stratified according to population and departments were randomly selected from the stratifications.

One exception to the general sampling plan was made for purposes of choosing respondents from the specialized police agencies. The small population of officers in specialized agencies easily facilitated surveying 100% of the officers in these agencies.

Thirty-four percent of all Michigan patrol officers were included in the final sample design (N = 4,234). All agencies sampled were requested to have 100% of their patrol force complete the survey with the exception of the Michigan State Police and Detroit Police Department. Due to their large size, a representative sample of officers was surveyed in each of these two agencies. Table 1 contains the number of patrol officers who were solicited for participation in the project from each type of agency. A listing of the agencies sampled in each of the 12 agency categories is presented in Appendix D.

Table 1

PATROL OFFICER SAMPLE

Type of Agency		<u>N</u>
Michigan State Police (S.P.) Detroit Police Department (D.P.) Large Cities/Villages/Townships (L.C.) Medium Cities/Villages/Townships (M.C.) Small Cities/Villages/Townships (S.C.) Large County Sheriffs' Departments (L.S.) Small County Sheriffs' Departments (S.S.) Universities/Colleges (U.C.) Airports (A.P.) Railroads (R.R.)		224 844 875 538 541 516 99 144 101
State Department of Natural Resources (N.R.) Local Parks (L.P.)	TOTAL	170 62 4,234

The total sample was stratified into 12 "agency types" and all subsequent analyses were performed on each strata. As already mentioned, this approach was chosen to protect the integrity of each stratum and to prevent a large stratum from overshadowing a small stratum, which could happen if the data were analyzed on a statewide basis.

Verification of the Patrol Officer Sample. The representativeness of each of the 12 strata was verified statistically. In the Fall of 1978, a survey was conducted of all government agencies in the state to collect information on the total police population. Among the data collected in this study were the total number of officers in each police department and the total number of patrol officers in each sheriff's department. These data were treated as agency population values. The data were then stratified using the 12 job analysis strata and the true population mean was calculated for each strata. Wext, each of the participating agencies in each sample strata were identified and statistical procedures were used to compute a confidence interval for the true population mean. In every case the true population mean fell within an acceptable confidence interval of the sample strata. This means that the sample is a reasonable representation of the police population for each of the strata. No verification procedures were used on the specialized agency types since the sample was, in fact, the population.

Supervisor Sample. The supervisor sample includes approximately 21% (N = 526) of Michigan's police patrol first-line supervisors. As with the patrol officers, supervisors were stratified in terms of the 12 agency categories. Table 2 contains the number of supervisors asked to participate from each type of agency. Since each supervisor filled out two survey booklets, the number of booklets is twice the number of supervisors.

Construction of Survey Instruments

The design of the task inventory instruments was based on a review of a number of task aralysis projects done in the field of law enforcement. Special attention was paid to: (1) the Comprehensive Occupational Data Analysis Programs (CODAP) system developed by the Air Force and used to study Texas law enforcement positions, and (2) the task analysis surveys used in California by the Commission on Peace Officers Standards and Training.

Construction of the Patrol Officer Task Investry. The primary purpose of the patrol officer survey was to collect information concerning the frequency of task performance. The patrol officer survey instrument (see Appendix E) was divided into three segments: (1) a background information section which solicited data concerning the employing agency and the personal characteristics of the responding officer; (2) checklists of equipment, reading material, and types of incidents/complaints handled by officers; and (3) a task listing.

Table 2

SUPERVISOR SAMPLE

Type of Agency	Number of Supervisors	Total Booklets
Michigan State Police (S.P.) Detroit Police Department (D.P.) Large Cities/Villages/Townships (L.C.) Medium Cities/Villages/Townships (M.C.) Small Cities/Villages/Townships (S.C.) Large County Sheriffs' Departments (L.S.) Small County Sheriffs' Departments (S.S.) Universities/Colleges (U.C.) Airports (A.P.) Railroads (R.R.) State Department of Natural Resources (N.R.) Local Parks (L.P.)	54 101 56 49 48 79 21 36 15 21 37 9 526	108 202 112 98 96 158 42 72 30 42 74 18

The questions included in the background information section were designed to produce a general profile of the Michigan patrol officer. Names of respondents were solicited to help ensure honest responses and to allow the staff to contact individuals in the event they returned incomplete or incomprehensible responses. Accuracy of information was required because the background information provides the necessary documentation regarding the characteristics of the job analysis sample.

The checklist sections were designed as a means of gathering information on: (1) the degree of patrol officer involvement when responding to reported complaints; (2) the types of equipment patrol officers use; and (3) the material patrol officers are required to read to successfully perform on the job. These sections were designed to have important implications for both selection and training requirements.

The most complex and difficult phase of instrument development was the construction of the task listing. The MLEOTC chose the following procedure for constructing the listing:

- 1. review other law enforcement task inventories.
- complement the review with on-site observations and interviews.
- 3. draft an initial task listing.
- 4. have superior performing incumbents review the task listing.

⁴The population mean for a strata was computed by finding the mean number of officers in the agencies defining a strata.

- 5. rewrite the task listing.
- 6. repeat the process until several groups of superior performing incumbents are satisfied.

Review of Other Law Enforcement Task Inventories. A complete listing of the law enforcement task inventories that were reviewed is found in the bibliography (see Appendix A). The procedure used to review the tasks in the inventories was initially cumbersome, but was thorough enough to give an excellent synopsis of the state-of-the-art. Each task statement was placed on a 3 x 5 card and grouped with similar task statements. As groupings of statements emerged, they were assigned to general "duty fields" which contained tasks of similar content.

When all the tasks had been grouped, staff members removed duplicate statements and edited the remaining task statements to meet specified criteria. A task was defined as a meaningful unit of work activity that could be readily observed and was measurable, and generally was performed on the job by one worker within some limited period of time. Each task statement, therefore, described a unit of activity and represented a composite of methods, procedures and activity and represented a composite of methods, procedures and techniques which accomplished one meaningful unit of work. The statements were composed of: (1) action verbs; (2) subjects being acted upon; and (3) any necessary qualifiers.

Three statements from "Duty Field A: Administrative" exemplify the criteria:

- 1. Compile crime statistics.
- 2. Conduct background investigations on applicants for licenses.
- 3. Control access to departmental records.

Table 3 illustrates how the tasks break down into their composite parts.

On-site Observations and Interviews. Many tasks, particularly those performed in specialized agencies, were not identified in the review of other law enforcement task inventories. To rectify this, the MLEOTC staff members went to law enforcement job sites to interview incumbents and watch them as they performed their jobs. These observations were summarized in report form and used to develop more task statements. These, in turn, were checked across all of the duty fields for duplication. After this process, the first draft listing of tasks was completed.

Review and Revision of Task Listing. The MLEOTC sent letters to a designated group of agency heads requesting that the agency release

Table 3

BREAKDOWN OF TASKS INTO COMPOSITE PARTS

Action Verb	Subject	Qualifier
Compile Conduct Control	statistics. background investigations access	crime on applicants for licenses. to departmental records.

superior performing, experienced officers for workshops at the MLEOTC. At the beginning of each workshop, a one-hour orientation session was held in which the officers were given the background of the job analysis, the criteria for task statements and the purpose for their participation. The officers were divided into four to six-person work groups with two staff members assigned to each group. The rest of the day was spent on reviewing each duty category, task by task. The staff then reconvened the next day to pool the ideas gained from the work groups. Just before the final revision, supervisors were summoned and asked to criticize the listings. A final draft was produced from these workshops.

In total, the task listing underwent seven major revisions by supervisors and superior performing incumbents and numerous revisions by the MLEOTC staff. The process was very time consuming, but the final task listing satisfied all segments of the law enforcement community.

Construction of the Supervisor Task Factor Rating Surveys. The supervisory surveys were designed to gather additional information about the same set of tasks listed in the patrol officer survey. Supervisory survey booklets were designed to gather ratings on the following four factors: (1) Consequences of Inadequate Performance (C.I.P.), (2) Training Priority (T.P.), (3) Task Learning Difficulty (L.D.), and (4) Task Delay Tolerance (T.D.T.) (the amount of tolerable time delay between the determination that a task must be performed and the actual commencement of task performance). Because of the length of the surveys, no one supervisor was asked to rate tasks on more than two task factors. Copies of the surveys appear in Appendix E. The reader will notice that each survey contains a series of background questions similar to (but fewer than) the questions in the patrol officer survey.

Pilot-testing

Rather than focus on the enormous amount of literature dealing with the development of survey instructions, primary emphasis was given to pilottesting. The MLEOTC wanted officers from diverse backgrounds to complete the survey in a uniform manner. Instructions needed to be clear and concise. A series of pilot-tests, therefore, were conducted at selected workshops until a suitable set of instructions were developed.

Instructions were drafted and the staff field-tested the survey instruments in the Taylor Police Department, Dearborn Heights Police Department and the Oak Park Department of Public Safety. The supervisory instruments worked excellently, but a major problem was encountered with the patrol inventory.

Since the inception of the project, the MLEOTC had considered collecting one of two different types of time ratings of patrol officer performance. The first type, involving the Relative Time Spent Scale (RTS), asks the respondent to indicate the amount of time he/she spends on a given task relative to the amount of time he/she spends on all other tasks. The Air Force has successfully demonstrated the value of the RTS scale. The second alternative asks the respondent to simply rate the frequency with which he/she performs each task. A frequency scale was used in the California Commission on Peace Officers Standards and Training (POST) job analytic effort. Originally, the MLEOTC had decided to use the RTS scale because of its amenability to an already developed set of computer programs. However, after the patrol officer inventory was field-tested, it became obvious that officers had extreme difficulty understanding the RTS concept.

During the pilot-test debriefing, the MLEOTC staff members talked to randomly selected officers concerning the clarity of the patrol officer instrument. The results were satisfying with the exception of the RTS scale. When asked to explain the meaning of the RTS scale, several different interpretations were given by the pilot-test respondents, indicating they lacked a common frame of reference.

After checking with California POST, the MLEOTC discovered that a POST survey had encountered a similar problem. It was decided that the RTS scale was unacceptable for the survey and a frequency measurement would be used.

The frequency scale developed was tested in the Michigan State Police Lansing post, Eaton County Sheriff's Department and the DeWitt Township Police Department. Interviews revealed that officers understood the scale and it was incorporated into the final patrol incumbent survey.

Administration of the Survey

The MLEOTC sent letters to all selected agency heads explaining the purpose and nature of the job inventory survey. Prior to sending the

letters, staff members telephoned agency heads and advised them that the MLEOTC correspondence was forthcoming. The personal contact took more than a week (each staff member contacted about 25 departments) but it produced a favorable response. Only three agencies refused to participate in the survey.

Each agency assigned an officer to act as the MLEOTC's contact-person for administration of the survey. A control card containing the agency name and address, telephone number, organizational head and local coordinator was constructed. Any subsequent contacts with the agency were entered on the control card. This served as an excellent control mechanism for information dissemination. All contacts with the agencies were channeled through either the agency head or the coordinator.

Staff members conducted a series of workshops to acquaint the coordinators with their role in the project and with the research instruments. The agenda for the workshop included the presentation of a seven-minute informational audiovisual slide/tape, an overview of the project and a step-by-step review of each data collection instrument. The coordinators were also advised that they would receive materials and instructions and some other types of aids when they received the surveys.

Packets containing the survey material were sent to the coordinators. The packets included the number of instruments necessary for the local coordinator and supplemental instructions for administration. In addition, the coordinators received a listing of anticipated problems with recommended solutions. The explicit directions outlining the process for questionnaire administration augmented the instructions given at the coordinator workshops. Table 4 (over) contains the percentage return rates of surveys from the 12 agency types.

Review and Preparation of Booklets for Data Processing

Criteria were developed to review and screen completed survey booklets for data processing. All completed booklets were logged against control rosters and then reviewed by staff members working in two-man teams. All materials were kept together by department and reviewed for completeness and respondent adherance to booklet instructions. Incomplete booklets were returned to the respondents for completion and unacceptable booklets were rejected from further analysis. No attempt was made to judge the responses to individual questions or to alter any booklets. Of the booklets returned, both officer and supervisor, 95% were ultimately accepted for data processing. Accepted booklets were sent to the State Police Data Center for keypunching. The data analyses were performed at Michigan State University's Computer Center. Security precautions were taken at the computer center to prevent access to the data by anyone other than the MLEOTC's statistician/programmer. No alterations were made to the original data.

SURVEY RESPONSE RATES

Table 4

Type of Department	% Officer Return	<pre>% Supervisory Return</pre>
Michigan State Police (S.P.) Detroit Police Department (D.P.) Large Cities/Villages/Townships (L.C.) Medium Cities/Villages/Townships (M.C.) Small Cities/Villages/Townships (S.C.) Large County Sheriffs' Departments (L.S.) Small County Sheriffs' Departments (S.S.) Universities/Colleges (U.C.) Airports (A.P.) Railroads (R.R.) State Department of Natural Resources (N.R.) Local Parks (L.P.)	85% 73% 72% 81% 86% 66% 72% 53% 68% 66% 72%	91% 48% 81% 90% 96% 75% 61% 53% 86% 81% 78%

Chapter 3

DATA ANALYSIS AND FINDINGS

Chapter 3

DATA ANALYSES AND FINDINGS

BACKGROUND CHARACTERISTICS OF THE PATROL OFFICER AND SUPERVISOR RESPONDENTS

Before describing the analysis of the task data, it is necessary to describe the background characteristics of the survey respondents. Table 5 shows the results of the analyses of the responses by patrol officers to the background information questions in the patrol officer task inventory. As can be seen in Table 5, the patrol officer sample consists of an experienced group of individuals with an average time in patrol work of over six years (75.9 months). The group is sexually and ethnically mixed and represents a wide range of agency types and patrol area characteristics. The data lend support to the contention that the responses from the patrol officer sample fully represent the diversity which exists in the patrol officer job as it is performed in different parts of the state and in different types of agencies. For a breakdown of officer backgrounds by agency type please see Appendix F.

Table 5

BACKGROUND CHARACTERISTICS OF PATROL OFFICER RESPONDENTS

Age in Years (Average): 31.2

<u>Sex: Male 2,684 (91.9%) Female 238 (8.1%)</u>

Years Education (Average): 13.9

Ethnicity:

American Indian	- 22	(.7%)				(.1%)
Black	- 385	(13.3%)	Spanish Surname	-	35	(1.2%)
Caucasian	- 2,430	(83.7%)	Other	-	28	(1.0%)

Agency:

Municipal Township Sheriff	-		(6.9%) (12.1%)	Dept. of Natural Resources	-	52 137		
State Police Railroad	~	182 ((6.2%)	University/College			(3.5%)	

Table 5 (continued)

Present Rank:

Patrol Officer	_	2,061	(70.5%)	Conservation Officer	-	136	(4.7%)
Trooper	-	182	(6.2%)) Security Officer	-	11	(,4%)
Deputy	_	329	(11.3%)) Corporal	-	22	(.85)
Public Safety Officer	r -	75	(2.6%)) Sergeant	-	27	(.9%)
Park Ranger	-	30	(1.0%)) Other	-	49	(1.75)

Months in Present Rank (Average): 72.5

Months With Present Agency (Average): 74.1

<u>Completed Probation</u>: <u>Yes</u> 2,568 (90.0%) <u>No</u> 284 (10.0%)

Total Months in Law Enforcement (Average): 85.5

Total Months in Patrol (Average): 75.9

Present Shift (Shift Worked Day of Survey)

Days	_	909	(31.9%)) Midnights	_	774	(27.1%)
Afternoons	_	964	(33.8%)) Other	-	204	(7.2%)

Characteristics of Present Patrol Area:

Urban	_	1,131	(38.7%)	Suburban/Rural	-	332	(11.4%)
Suburban	-	608	(20.8%)	Urban/Rural	-	31	(1.1%)
Rural	_	202	(6.9%)	Urban/Suburban/Rural	-	253	(8.7%)
Urban/Suburban	_	362	(12.4%)					

Present Patrol Assignment:

One-Person	Vehicle -	-	1,365	(47.9%)	Foot	_	102	(3	.6%)
Two-Person	Vehicle -	-	1,039	(36.4%)	Other		322	(11	.3%)
Motorcycle		-	23	(.8%)					

Percent Time Work Patrol Alone (Average): 61.9%

Table 6 presents the characteristics of the supervisor sample. Again, the data describe a very experienced group (an average of 5.5 years supervising patrol officers) which is also very diverse in terms of type of agency represented.

Based on the analysis and review of these data, the MLEOTC feels confident that the data were provided by respondents who have: (1) considerable experience performing and supervising the job which they were asked to describe; and (2) sufficiently diverse backgrounds to provide documentation concerning variations in the job as it is performed in different types of agencies.

Table 6

BACKGROUND CHARACTERISTICS OF SUPERVISOR RESPONDENTS

<u>Sex: Male 704 (99.0%) Female 7 (1.0%)</u>

Ethnicity:

American Indian	1 -	9	(1.3%)	Oriental	-	0	(0.0%)
Black			(3.1%)	Spanish Surname	_	3	(.4%)
Caucasian	٠.	665	(94.3%)	Other	_	6	(.9%)

Agency:

Municipal Township Sheriff State Police Railroad	-	34 124 95	(40.9%) (4.8%) (17.7%) (13.4%) (5.0%)		Airport Local/County Park Dept. of Natural Resources University/College	<u>-</u>	15 60	(1.1%) (2.1%) (8.4%) (6.8%)
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Years With Present Agency (Average): 14.5

Years in Law Enforcement (Average): 15.5

Years Served as Patrol Officer (Average): 9.7

Years Supervising Patrol Officers (Average): 5.5

Presently Supervising Patrol Officers: Yes 691 (98.7%) No 9 (1.3%)

ANALYSES OF TASK DATA

The single underlying principle of all analyses performed on the data was to organize, evaluate and display the information which was collected in ways that would facilitate the subsequent use of the data to develop job-related, entry-level selection and training standards. In order to achieve this overall objective, four basic types of analyses were performed.

These analyses consisted of: (1) organizing the 649 tasks for which data were collected into smaller numbers of more manageable and meaningful groups of tasks; (2) assigning the 196 agencies that participated in the study into 12 a priori agency types and then eliminating and sorting tasks on the basis of their significance to the patrol officer job in each of the 12 agency types; (3) identifying those tasks for which task performance varies as a function of job tenure; and (4) examining the various non-task information that was collected for similarities and differences across the 12 agency types. A discussion of the purpose of each of these four types of analyses, as well as the specific procedures used and results obtained for each type of analysis, is presented below.

GROUPING OF TASKS

Purpose

Because of the obvious difficulties that are inherent in trying to "make sense" out of the data for a large number of variables, the 649 tasks were organized into task groups. Two different sets of task groups were formed - one for use in the development of training curricula and the other for use in the development of entry-level selection standards (tests).

In sorting the tasks for training, emphasis was placed on forming groups of tasks that would seem to bear a logical relationship to each other in that they: (a) are often performed together on the job; and/or (b) require similar subject matter expertise (job knowledge) or acquired skill (e.g, defensive tactics). These task groups should prove to be extremely beneficial to trainers who subsequently use the job analysis data for the purposes of developing job-related training blocks of instructional material.

In constructing the selection task groups, attention was focused on the actions required by the patrol officer to perform each task. That is, all tasks that would seem to require similar action on the part of the patrol officer were placed into the same task group. This strategy was followed in the anticipation that the MLEOTC will want to "establish the link" between job tasks and required behaviors (skills and abilities) as part of the process of developing job-related selection tests of skills and abilities. Grouping the tasks in this manner should make it easier to obtain the kind of data (expert judgments) that are necessary to "establish the link".

Procedure for Creating Training Task Groups

The 649 tasks were categorized by selected members of the MLEOTC Research and Development Section and the training staff of the Mid-Michigan Police Academy. As previously mentioned, the tasks were segregated into training groups on the basis of:

1. activities that are significantly related.

2. inherently related instructional content that indicate that certain tasks should be grouped together to facilitate the training process.

For example, "Arrest Persons Without a Warrant" and "Advise Persons of Constitutional Rights" were placed in the same training group (Arrest and Detain) because these activities are closely associated when performed in a real life situation. Also, for training purposes, it is logical to instruct individuals on these aspects of police performance in the same instructional block or by a process which ensures that the information is presented in a relatively concurrent manner.

Training task group titles were initially chosen from the existing MLEOTC curriculum. This was done to minimize the difficulty associated with the eventual transition from the present curriculum to the new curriculum. The tasks were assigned to each training group title that seemed appropriate. Those tasks which did not fit into an existing group were assigned to a new training group title.

The sequence of events in the task grouping process was as follows:

- 1. the MLEOTC and Mid-Michigan Police Academy (MMPA) staff members met independently and categorized the 649 tasks according to the aforementioned criteria.
- 2. after closely reviewing and revising their initial task listing, each group (MLEOTC and MMPA) presented a finalized version.
- 3. the two independent task group listings were printed out and reviewed by the MLEOTC and MMPA staff in a joint meeting. The product that resulted from the joint meeting represented the consensus of the participants as to task group titles, and the placement of the tasks into the appropriate categories.

Procedure for Creating Selection Task Groups

The tasks were sorted into selection task groups by the contractor. The two individuals who did the actual sorting were research psychologists with considerable experience in law enforcement personnel research. They also were very familiar with the content analysis methodology that was used to sort the tasks. Initially, they sorted the tasks independently. Any differences in the task groups that resulted were then discussed by the two until a set of mutually agreed upon task groups emerged. These groups were then reviewed by the MLEOTC staff. All suggested modifications to the groups made by the MLEOTC were discussed with the contractor until all differences of opinion were resolved. The contractor then drafted definitions of the groups, which were likewise reviewed by the MLEOTC staff.

Task Group Titles

A total of 34 training task groups were formed. The titles of the training task groups are listed in Table 7. Definitions of the training task groups appear in Appendix G.

Table 7

TITLES OF TRAINING TASK GROUPS

- 1. Arrest and Detain
- 2. Case Prosecution
- 3. Civil Disorders
- 4. Civil Process
- 5. Collection and Preservation of Evidence
- 6. Conflict Mediation
- 7. Court Functions
- 8. Crime Prevention
- 9. Crime Scene Search
- 10. Criminal Investigation
- 11. Driving
- 12. D.U.I.L. Enforcement
- 13. Emergency Preparedness -- Disaster Control
- 14. Field Notetaking and Report Writing
- 15. Fingerprinting and Palmprinting
- 16. Firearms Training
- 17. First Aid
- 18. Interview and Interrogation
- 19. Jail Operations
- 20. Juvenile Process
- 21. Latent Prints
- 22. Miscellaneous
- 23. Motor Vehicle Accident Investigation
- 24. Office and Clerical
- 25. Patrol Operations
- 26. Physical Training and Defensive Tactics
- 27. Police Communications
- 28. Search and Seizure
- 29. Testifying in Court and Administrative Hearings
- 30. Traffic Control
- 31. Training
- 32. Airport Police Operations
- 33. Parks and Wildlife Management
- 34. Railroad Police Activities

The sorting of tasks for selection resulted in 37 task groups. A listing of the selection task groups appears in Table 8. Definitions of the selection task groups are presented in Appendix H.

Table 8

TITLES OF SELECTION TASK GROUPS

- Arresting
- 2. Chemical Test
- 3. Citation
- 4. Conferring
- 5. Decision Making
- 6. Directing
- 7. Emergency or Difficult Driving
- 8. Equipment Maintenance
- 9. Escort and Transportation
- 10. Evaluating
- 11. Explaining/Advising/Informing
- 12. Fingerprinting
- 13. Firefighting
- 14. First Aid
- 15. Guarding
- 16. Inspecting
- 17. Interviewing
- 18. Investigating
- 19. Line-up
- 20. Mediating
- 21. Observation and Surveillance
- 22. Paperwork Custody
- 23. Paperwork Other
- 24. Physical Activity
- 25. Planning/Scheduling/Organizing
- 26. Public Relations
- 27. Radio/Telephone
- 28. Review and Recall
- 29. Searching
- 30. Securing and Protecting
- 31. Sketching/Diagramming
- 32. Subduing/Restraining
- 33. Testifying
- 34. Traffic Control
- 35. Training
- 36. Weapons
- 37. Writing

ASSESSING THE SIGNIFICANCE OF TASKS (DEFINING THE BASIC PATROL JOB)

As mentioned in the previous chapter, five types of data were collected for tasks. Officers indicated the frequency with which they perform the tasks. Supervisory personnel provided more evaluative kinds of information. Specifically, they provided ratings of: (1) Consequences of Inadequate Performance (CIP), (2) Training Priority (TP), (3) Task Learning Difficulty (LD), and (4) Task Delay Tolerance (TDT).

The scales used to collect the five types of ratings are presented in Figures 1 through 5. Frequency ratings were collected for the primary purpose of documenting that officers perform the various tasks. The four different types of supervisory ratings were collected to identify critical tasks (CIP ratings) and to determine the relative emphasis that should be placed on training recruits to successfully perform different job tasks (TP, LD, and TDT ratings).

In assessing the significance of tasks, the goal is to identify those tasks having significance statewide (hereon referred to as "core" tasks). If such a core could be identified it would allow for the development of one common statewide program for employee selection and training.

The basic approach taken with regard to analyzing the different task ratings consisted of the following sets of analyses:

- 1. Elimination of Tasks From "Core" Consideration: Tasks lacking statewide significance were identified. Two types of data were used to identify such tasks. First, the frequency ratings for each task were dichotomized into "performed" and "not performed" categories. Nonresponses and frequency ratings of "l" were treated as "not performed" and all other ratings were treated as "performed". Using these categories, the percentage of officers performing each task was calculated. Second, the mean CIP ratings for the tasks were computed. By using these two types of data, both the frequency of task performance and the criticality of successful task performance were considered when determining whether tasks were significant. This removed the possibility of eliminating tasks that were infrequently performed but critical, or vice versa.
- 2. Identification of Tasks Having Greatest Statewide Significance: Tasks that were not eliminated were further analyzed to distinguish those tasks having statewide significance (core tasks) from those tasks having a narrower range of significance (noncore tasks⁵). Percent performing and mean CIP rating data were also used for this analysis.

Figure 1

FREQUENCY SCALE DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:									
Have done this task but not in past year	Once in the last year	3 Several times per year	4 Monthly	5 Several times per month	6 Weekly	7 Several times per week	· 8 Daily	9 More than once per day	

Figure 2

THE COME	CONSEQUEN					
THE CONSE	QUENCES OF	· INADEQUA	TE PERFORM	MANCE FOR	THIS TASK A	ARE.
1	2	3	4	5	6	7
Minimal	Not Very Serious	Fairly Serious	Serious	Very Serious	Extremely Serious	Disastrous

Figure 3

			AINING P			
		R PLACE	NG THIS T	ASK IN A	RECRUIT T	RAINING
PROGRAM	A IS:					
1	2	3	4	5	6	7
Very	Low	Fairly	Average	Fairly	High	Verv
Low		Low	•	High		High
Priority						Priori

Figure 4

TASK LEARNING DIFFICULTY SCALE									
THE TIME REQUIRED FOR AN OFFICER TO LEARN TO SATISFACTORILY PERFORM THIS TASK IS:									
1	2	3	4	5	6	7			
Very Short	Short	Fairly Short	Average	Fairly Long	Long	Very Long			

Figure 5

TASK DELAY TOLERANCE SCALE									
WHEN THE OFFICE	R RESPONS Y THAT CAI	IBLE FOR DO	ING THIS TASK	BECOMES AV	VARE OF THE	NEED TO PERFORM IT, T			
1	2	3	4	5	6	7			
Very	Low	Fairly	Average	Fairly	High	Verv			
Low		Low	_	High	•	High			
(must ao				•		(indefinite			
immediately)	•					delay)			

⁵"Non-core" and "eliminated" tasks actually have the same status, i.e., they are not part of the "core." The "non-core" and "eliminated" terminology is maintained, however, throughout this Report in order to indicate which step in the data analysis process resulted in a task being dropped from the "core."

- Agencies: In order to insure that tasks of unique significance to certain Agencies: In order to insure that tasks of unique significance to certain agencies were not overlooked by the previous two sets of analyses, all non-core and previously eliminated tasks were re-examined and those tasks found to fall in this category were identified. This analysis was considered to be especially important for identifying those tasks that are uniquely performed by specialized agencies.
- 4. Identification of Task Performance Differences Related to Officer Tenure: Analyses were conducted to examine for differences in the frequency with which officers perform tasks as a function of officer tenure. The purpose of these analyses was to identify those tasks that are performed primarily by more senior officers and, therefore, may not be appropriate for consideration when developing either recruit training programs or entry-level selection tests. Percent performing data were used in these analyses.

As stated in the previous chapter, for purposes of all analyses, the agencies that participated in the job analysis were grouped into 12 agency categories (Michigan State Police, Detroit Police Department, Large Cities/Villages/Townships, Medium Cities/Villages/Townships, Small Cities/Villages/Townships, Large County Sheriffs' Departments, Small County Sheriffs' Departments, Colleges/Universities, Airports, Railroads, State Department of Natural Resources, and Local Parks).

Treating these agency categories as the unit of analysis was deemed appropriate because of: (1) the logical nature of the groupings; (2) the greater reliability and, therefore, the greater confidence one can place in the research results using the data for these categories as opposed to the data for individual agencies; and (3) the complexities inherent in trying to assess job similarities and differences among a large number of individual agencies.

As a further aid to interpreting the data, the 12 agency categories were considered, for certain analyses, to fall into the two more general classifications of traditional agencies and specialized agencies. Specifically, these classifications were used for purposes of defining the common statewide core job. Airports, railroads, the state Department of Natural Resources and local parks were considered to fall into the specialized agency classification. The other eight agency categories were considered to fall into the traditional agency classification. Data from the traditional agencies only were used in analyses conducted to identify the common statewide core job.

Procedures and Results

<u>flimination of Tasks From "Core" Consideration</u>. Tasks failing to meet either of the two below criteria were considered to have little statewide significance and were excluded from further core consideration.

- 1. Both Mean CIP \geq 3.5 and Percent Performing \geq 7.5 for at least two agency types of the 12 agency types.⁶
- 2. Both Mean CIP \geq 3.5 and Percent Performing \geq 7.5 for one agency type and Overall Mean CIP across all 12 agency types \geq 5.00.

These two rules were designed to ensure the elimination of <u>only</u> those tasks which obviously lack core significance. To guarantee that no task of statewide significance was eliminated using these decision rules, the MLEOTC thoroughly reviewed each eliminated task. It was concluded from the review that the decision rules accurately differentiated between tasks obviously lacking statewide significance and those with potential statewide significance.

Stated another way these two rules say that a task should be eliminated from core consideration if the consequence of inadequate performance is less than 3.50 (fairly serious to serious) and less than 7.5 percent of the officers perform the task in at least 11 of the 12 agency categories (assuming that the statewide CIP mean is less than 5.00, which is "very serious").

A total of 218 of the initial 649 tasks fell into the "eliminated" category using these criteria. A listing of the eliminated tasks appears in Appendix I. As can be seen by reviewing Appendix I, a large number of the tasks involve activities that one would tend to associate with specialized agencies. It was for this reason that care was taken to reanalyze the data for these tasks later to make sure that no tasks having special significance to specific agency types were overlooked.

<u>Identification of Core Tasks</u>. Any of the 431 remaining tasks that satisfied at least one of the three criteria listed below were designated as core tasks (308 of the 434 tasks were identified as core tasks).

- 1. Mean CIP \geq 3.0 and Percent Performing > 0 or Mean CIP > 2.5 and Percent Performing \geq 25 for each of the eight traditional agency types.
- 2. Overall Percent Performing across eight traditional agency types > 50.
- 3. Overall CIP \geq 6.00 across eight traditional agency types.

The 123 tasks failing to meet any of these criteria ("non-core" tasks) were not considered to have sufficient generalized significance to be incorporated into a profile of the core job.

Tables 9 and 10 show the number of core and non-core tasks in each of the training and selection task groups.

 $^{^6 \}text{The symbol} \geq \text{means "greater than or equal to," the symbol > means "greater than."}$

Table 9

BREAKDOWN OF TRAINING TASK GROUPS

Tas	k Group	Core Tasks	Non-Core Tasks
1) 2) 3) 4) 5) 6) 7) 8) 9) 10) 12) 13) 14) 15) 16) 17) 18) 22) 23) 24) 25) 26) 27) 28) 29) 31) 32) 33) 34)	Arrest and Detain Case Prosecution Civil Disorders Civil Process Collection & Preservation of Evidence Conflict Mediation Court Functions Crime Prevention Crime Scene Search Criminal Investigation Driving DUIL Enforcement Emergency Preparedness-Disaster Control Field Notetaking & Report Writing Fingerprinting & Palmprinting First Aid Interview & Interrogation Jail Operations Juvenile Process Latent Prints Miscellaneous Motor Vehicle Accident Investigation Office & Clerical Patrol Operations Physical Training & Defensive Tactics Police Communications Search & Seizure Testifying in Court & Administrative Hearings Traffic Control Training Airport Police Operations Parks & Wildlife Management Railroad Police Activities	11 8 7 3 13 2 3 1 7 22 8 5 3 7 1 4 25 6 13 7 1 3 26 6 40 22 8 9 5 28 9 5 28 9 9 9 9 9 9 9 9 9 9 9 9 9	0 2 3 3 3 0 0 0 1 2 0 4 0 0 0 2 1 1 1 5 3 2 2 0 0 1 1 1 2 6 1 3 5 1 2 3 1 1 3 5 1 2 3 1 1 1 5 1 3 1 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1

Table 10

BREAKDOWN OF SELECTION TASK GROUPS

Tas	k Group	•	Core Tasks	Non-Core Tasks
1) 2) 3) 4) 5) 6) 7) 8) 10) 11) 12) 13) 14) 15) 16) 17) 18) 20) 21) 22) 23) 24) 25) 27) 28)	Arresting Chemical Test Citation Conferring Decision Making Directing Emergency or Difficult Driving Equipment Maintenance Escort and Transportation Evaluating Explaining/Advising/Informing Fingerprinting Firefighting First Aid Guarding Inspecting Interviewing Investigating Line-up Mediating Observation and Surveillance Paperwork - Custody Paperwork - Other Physical Activity Planning/Scheduling/Organizing Public Relations Radio/Telephone Review and Recall		8 2 3 12 15 6 9 3 5 3 20 1 24 22 7 7 2 5 13 9 10 22 4 5 7	Non-Core Tasks 2 0 3 2 3 4 2 2 1 1 4 1 3 5 1 14 1 5 0 0 7 10 15 3 2 2 0 1
27) 28) 29) 30) 31) 32) 33)	Radio/Telephone Review and Recall Searching Securing and Protecting Sketching/Diagramming Subduing/Restraining Testifying		5	0
34) 35) 36) 37)	Traffic Control Training Weapons Writing	TOTAL*	5 1 4 <u>16</u> 301*	2 1 0 5 112

*Note: Totals do not equal 308 and 123 respectively because 7 core tasks and 11 non-core tasks concern the use of special equipment and, therefore, were not considered likely to have implications for selection.

Identification of Eliminated and Non-Core Tasks of Significance to One or More Agency Types. Any eliminated or non-core task was considered to be significant to an agency type if it satisfied the below criterion:

Mean CIP \geq 3.0 and Percent Performing > 0 or Mean CIP \geq 2.5 and Percent Performing > 25.

Using this criterion, a total of 186 of the eliminated tasks were found to be significant to one or more agency types. These tasks are asterisked in Appendix I. A detailed breakdown showing the specific agency types for which each eliminated task is significant appears in Appendix J. As indicated in Appendix I, a large percentage of the eliminated tasks are significant to specialized agencies.

Non-core tasks of significance to one or more agency types are presented by training task group in Appendix O and by selection task group in Appendix P. As shown in Appendices O and P, the majority of non-core tasks are significant to at least several agency types.

Identification of Tenure Differences in Task Performance. Two different sets of tenure analyses were performed: One for selection and one for training. Tenure differences in task performance were identified as being potentially significant for training if the percent performing value for officers with 36-120 months experience was at least twice the value for officers with 4-36 months experience. The same type of analysis was performed for selection with the exception that the two tenure groups compared were 60-120 months versus 4-60 months. Officers with three months or less experience were excluded from both analyses because of their probationary status and the likelihood that they were receiving on-the-job training.

The 4-36 months versus 36-120 months categories were used for training under the assumption that the MLEOTC basic training program should address the tasks performed by patrol officers during the first three years on the job, and that tasks that are performed primarily by more senior officers might be more appropriately addressed in specialized or on-the-job training programs.

Use of the 4-60 months versus 60-120 months categories for selection was dictated by fair employment guideline prohibitions regarding the use of entry-level selection standards that are based on requirements over and above those needed to perform the entry-level job. With respect to these guidelines, reference is often made to defining the entry-level job in terms of those duties typically performed within the first five years after hire. Tasks that are generally not performed until after five years on the job, on the other hand, are not to be considered part of the entry-level job. Thus, they should not be included in the job analytic data base used to develop entry-level selection standards.

Tasks for which tenure differences having potential significance to training were found are presented in Table 11. Tasks that were found to have tenure differences of potential significance for selection standard development are listed in Table 12. Core tasks are distinguished from non-core tasks in both tables.

Table 11
TASKS IDENTIFIED IN TRAINING TENURE ANALYSIS

	Percent	Performing
Core Tasks	4-36 Months Experience	
*Al7 Evaluate officers in basic or in-service		
training.	6	20
Al8 Evaluate officers in on-the-job training	_	
(student-coach).	8	24
A24 Instruct on-the-job training.	7	25
A29 Issue pick-up or wanted notices.	6	12
A49 Schedule work assignments for other officer	·s. 3	10
D4 Communicate with management and labor over	• •	•
strike disturbances.	12	24
H29 Photograph crime scene.	5 2	10
H30 Photograph latent fingerprints.	2	4
L7 Apply first aid to treat for amputations.	2	6
L10 Apply first aid to treat for burns.	10	21
L12 Apply first aid to treat for convulsions.	12	24
L13 Apply first aid to treat for diabetic	_	• •
reaction.	9	19
L14 Apply first aid to treat for electric shock	ion. 2 3 5	5
L15 Apply first aid to treat for eye injuries.	7	14
L19 Apply first aid to treat for heat prostrati	ion. 3	8
L20 Apply first aid to treat for heat stroke.	3	. 8
L23 Apply first aid to treat for poisoning.]]
L25 Apply first aid to treat for seizure.	13	28
L26 Apply first aid to treat for shock.	19	39
L28 Apply first aid to treat for stroke.	6	16
N21 Testify in liquor board hearings.	6	16
029 Take coordinate measures of traffic acciden		
scenes (e.g., triangulation).	25	50
P40 Operate "breathalyzer" instrument to test	_	
blood alcohol content.	2	10
#Country of Duty Field HAN in survey in	a turimon t	

*Seventeenth item of Duty Field "A" in survey instrument.

Table 11 (continued)

	Percent	Performing
Non-Core Tasks	4-36 Months Experience	
A7 Conduct background investigations on applicants for licenses (e.g., liquor,		
pawn dealer).	2	4
A25 Interview police officer applicants.	1	4
A26 Investigate and report on police applicant's	_	4
background. A61 Update records of warrants served.	1 3	4 6
A66 Write performance evaluation reports on	J	Ü
other officers (e.g., peer ratings).	5	1]
A68 Write reports to suggest changes in the law.	1 2	2 6
A69 Write speeches. C27 Flag down trains (e.g., to prevent	2	D
accidents).	1	3
C34 Investigate air and water pollution		
complaints. D16 Explain demonstration permit to	4	8
demonstrators.	4	9
H18 Instruct and direct civilians in under-		
cover operations.	3	8
I7 Check gates in airport perimeter. I17 Insure isolation of aircraft in appropriate	2	5
emergency situations.	2	.6
Il8 Investigate complaints about suspicious		
baggage at airport security checkpoint.	. 4	1.4
Il9 Investigate complaints about suspicious persons and activity at airport security		
checkpoint.	1	2
K3 Aid prisoners to contact legal counsel.	12	24
L8 Apply first aid to treat for animal bites.	7 2	16
Lll Apply first aid to treat for chemical burns. Ll6 Apply first aid to treat for frostbite	2	8 6
L27 Apply first aid to treat for sprains and	_	·
strains.	13	28
M14 Conduct field surveillance for poachers. M21 Inspect campfires.	3 1	6 2
M54 Pursue vehicles off road at high speeds.	5	10
M60 Request specialized assistance to		
neutralize environmental spills.	.2	1.2
N19 Testify in civil cases.	13	28

Table 12

TASKS IDENTIFIED IN SELECTION TENURE ANALYSIS

	Percent Performing				
Core Tasks		60-120 Months Experience			
Al7 Evaluate officers in basic or in-service training. Al8 Evaluate officers in on-the-job training (student-coach). A24 Instruct on-the-job training. L7 Apply first aid to treat for amputations. L28 Apply first aid to treat for stroke. N21 Testify in liquor board hearings.	10 12 7 3 9 8	21 26 25 6 18 16			
P40 Operate "breathalyzer" instrument to test blood alcohol content.	3	11			
	Percent	Performing			
Non-Core Tasks	4-60 Months Experience	60-120 Months Experience			
A7 Conduct background investigations on applicants for licenses (e.g., liquor, pawn dealer). A25 Interview police officer applicants. A26 Investigate and report on police applicant's background. D16 Explain demonstration permit to demonstrators.	2 2 1 5	5 4 4 10			

DISPLAY OF TASK DATA

Results of the various analyses performed on the task data are presented in Appendices J through P. Tables 13 through 15 contain portions of the data presented in some of these appendicies and are presented for purposes of explaining the material in the appendices.

Appendix K contains a listing of the 308 core tasks. The tasks are arranged into the 34 training task groups. The tasks in each task group are listed on a separate page.

Table 13 shows the page from Appendix K containing the Criminal Investigation task group. Note that the definition of the task group appears at the top of the page. To the left of the page are task statements followed by the mean Consequence of Inadequate Performance (CIP) ratings for the tasks and the Percent Performing Data for the tasks. The tasks are ordered from highest to lowest according to mean CIP rating across the eight traditional agencies.

At the far right of the page are verbal labels ("High", "Medium", etc.) that describe the mean ratings given by traditional agency supervisors to indicate the significance of the tasks with respect to the training factors of Training Priority (TP), Task Learning Difficulty (LD) and Task Delay Tolerance (TDT). The conversion procedures used to derive these labels from the original supervisory ratings are presented in Figure 6 (see page 36). By organizing and displaying the data in this manner, training specialists should be able to easily extract the information they need to form the basis for training curriculum development.

In order to facilitate the use of core-task information in the development of selection standards, the same data presented in Appendix K are organized and presented by selection task group in Appendix L.

Appendices M and N contain information for the core tasks performed by the four specialized agency types. The tasks are organized by training task group in Appendix M and by selection task group in Appendix N.

Table 14 (see page 37) depicts the manner in which the data are presented in these two appendices. The data in Table 14 includes data for the core tasks in the Criminal Investigation training task group. The tasks are ordered in the same manner as in Appendix K (from highest to lowest according to overall CIP across the eight traditional agency types). The data presented in Table 14 are CIP and Percent Performing values. They are presented only in those instances where a core task satisfied the criteria for being considered a significant part of the job for a particular specialized agency type (CIP \geq 3.0 and Percent Performing > 0 or CIP > 2.5 and Percent Performing > 25). The purpose of presenting these data is to identify core tasks which are also performed by the different specialized agency types.

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TABLE 13: (Excerpt of Data Presented In Appendix K)

SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY TRAINING GROUP)

Training Group: CRIMINAL INVESTIGATION - Tasks that involve the surveillance of individuals or locations, identification of witnesses and suspects (including conducting line-ups and show-ups) analyzing the Modus Operandi of suspects, reviewing department records and expert reports (medical examiner and crime lab reports) cooperating with and utilizing resources of other agencies and the recruiting of informants.

Mean Percent TASK FACTOR RATINGS

	Mean	Percent	TASK FACTOR RATINGS			
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
INTO Examine dead bodies for wounds and injuries						
	5.09	60	high	high	low	
H60 Verify the identity of deceased persons	5.02	37	med	med	low	
H23 Locale witnesses to crime	4.97	79	high	med	very low	
H5 Conduct on-the-scene suspect identifications (e.g., show-ups)	4.69	34	high	high	low	
H24 Organize and conduct photo line-ups						
	4.62_	12	med	_high	med	
H43 Review with medical examiner circumstances relating to a death	4.61	31	med	med	1_10w	
iii Conduct intelligence activities on known or suspected offenders	4.58	24	high	_high.	med	
H59 Verify reliability and credibility of witnesses	4.52	40	high	high	med	
The Facility of the state of th						
H15 Establish modus operandi (M.O.) of a suspect H9 Determine whether incidents are criminal or civil matters	4.50	37	high	_high_	l_me1	
119 Determine whether incidents are criminal or civil matters	4,46	88	<u>high</u>	med	lyery low	
H44 Review records and pictures to identify suspects	4,36	41	med	med	med	
H28 Participate in investigations with other law enforcement agencies	4.34	56	med	med	low	
Al9 Exchange necessary information with other law enforcement officials	4.30	76	high	low	Tow	
TATE CACHERING TIECESSELY INTOTAINATION WITH OTHER TON ENTOT CENTERS OF TIETES						
III42 Review crime lab reports to guide investigation	4.26	2]	med	med	med	
HIO Determine whether recovered property is linked with a previous crime	4.21	65	high	med	low	
H56 Irace stolen goods	4.19	39	med	high	med	
H6 Conduct surveillance of individuals or locations	4,16	55	high	high	Tom	
102 Consult July 11 I I I I I I I I I I I I I I I I I I	4,06	18	med	high	med	
HZ5 Organize surveillance of individuals or locations						
HISB Utilize department records to assist in investigation	4.03	68	high	nied	med	
HI Analyze and compare incidents for similarity of modus operandi (M.O.)	3.94	45	high	high	med	
H54 Talk with families of adult suspects or defendents (advise, inform, notify, counse)	3.53	64	med	med	med	
D33 Recruit confidential informants	3.49	42	high	high	high	
1033 RECOULT COULTOPALIAT INTOFINANCE				111.417		
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Figure 6

Conversion Procedures Used to Verbally Describe
Mean Ratings of Training Priority, Task
Learning Difficulty, and Task
Delay Tolerance

Rating Scale	Mean Ratings	Corresponding Verbal Labels
Training Priority (T.P.)	<pre> > 5.5 4.5 to 5.49 3.5 to 4.49 2.5 to 3.49</pre>	Very High High Medium Low Very Low
Task Learning Difficulty (L.D.)	<pre> > 5.5 4.5 to 5.49 3.5 to 4.49 2.5 to 3.49 < 2.5</pre>	Very High (Very Long) High (Long) Medium (Average) Low (Short) Very Low (Very Short)
Task Delay Tolerance (T.D.T.)	<pre> > 5.5 4.5 to 5.49 3.5 to 4.49 2.5 to 3.49 < 2.5</pre>	Very High High Average Low Very Low

Appendix O contains CIP and Percent Performing data for those non-core tasks found to be significant to one or more agency type. The tasks are arranged by training task group.

Table 15 shows how the data are displayed in Appendix O. The data presented in Table 15 includes data for the two non-core tasks in the Criminal Investigation training task group (see page 38). Note that the data are presented for the eight traditional agency types first and then the four specialized agency types. As in Table 14, blanks in the table indicate that the task does not meet the criteria for being considered significant to an agency type (CIP \geq 3.0 and Percent Performing \geq 0 or CIP \geq 2.5 and Percent Performing \geq 2.5).

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TABLE 14: (Excerpt of Data Presented In Appendix M)

CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY IRAINING GROUP)

	AIRPORT	RAILROAD	NATURAL RES.	
TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Parf.	CIP/% Peri
CONFLICT MEDIATION				
D30 Mediate family disputes	3.00/26		4.50/07	4.50/70
D29 Mediate civil disputes	-	· · · · · · · · · · · · · · · · · · ·	4.60/07	5.00/38
COURT FOUNT FOUR	i			
COURT FUNCTIONS B12 Obtain search warrants and/or make proper return	- 	5.00/06	5.29/66	5.00/23
H36 Prepare witnesses for court testimony		5.33/05	4,58/67	5.00/33
184 Arraign defendant in court	3.00/16	5,557,05	4.06/85	4.00/68
IN ALIGIBIA GEORGE IN SOUL				1-1-1-1
CRIME PREVENTION				
GI Conduct community relations programs (e.g., safety programs, crime prevention, tours, C.B.				
watch)		4.00/06	3.20/74	3.00/25
CRIME SCENE SEARCH		7 757755	 3575 ,	
II45 Search crime scenes for physical evidence	3,50/22	4.22/53	4.33/91	5.00/60
1147 Search fire debris for evidence relating to the cause of the fire	5.00/08	5.00/15 3.71/21	4.20/21 3.78/46	4.00/08
118 Determine need for specialized assistance at a crime scene	3.00/02	4.00/09	5.12/69	4.00/48 3.00/13
B13 Participate in raids B14 Plan strategy for conducting searches	3.00/02	4.16/09	4.91/57	3.50/20
1846 Search dead bodies for personal property	3.000	4.10/03	4.00/03	5.50/23
C65 Track persons from scene (e.g., footprints in snow or mud)		4.44/70	3.50/91	5.00/55
The LLOCK HELSUID TERM SERVE TESTS TOUGHT HEST THE STORY OF THE SERVE TESTS TO SE	<u> </u>			
CRIMINAL INVESTIGATION				
1116 Examine dead bodies for wounds and injuries		4.00/05	5.00/37	4.00/20
1160 Verify the identity of deceased persons		6.00/01	5.50/02 4.29/75	5,00/10
423 Locate Witnesses to crime	3,00/26	4,20/46		5.00/53
H5 Conduct on-the-scene suspect identifications (e.q., show-ups)	4.00/06		4.36/36	3.00/40
1124 Organize and conduct photo line-ups		7,00/01	ļ	4.00713
1143 Review with medical examiner circumstances relating to a death		2.66422	2 31/66	4.00/15
14 Conduct intelligence activities on known or suspected offenders	-i i	3.66/23 3.50/15	3.71/65 3.92/71	3.00/28 4.00/36
1159 Yerify reliability and credibility of witnesses	_	4.00/15	3.00/49	3.00/28
HIS Establish modus operandi (H,O.) of a suspect H9 Determine whether incidents are criminal or civil matters	4.00/28	3.62/25	3.57/7	4.00/58
1144 Review records and pictures to identity suspects	4.00/10	4.50/14	3.37/37	5.00/30
H28 Particinate in investigations with other law enforcement agencies	3.00/24	3.87/49	3.88/83	3.50/65
Alg Exchange necessary information with other law enforcement officials	3.50/71	4.44/64	4.35/96	5.00/75
1142 Review crime lab reports to guide investigation		4,00/01	3,69/47	3,00/3
HIO Determine whether recovered property is linked with a previous crime		4.25/45	3.50/48	3,00/38
NSG Trace stolen goods		3.50/35	3.33/17	5.00/30
III Conduct surveillance of individuals or locations		4.10/69	3.93/91	3,60/50
H26 Organize surveillance of individuals or locations	_	4.75/34	3.42/70	2.50/25
H58 Utilize department records to assist in investigation	_	4.42/45	3.00/82	3.50/60
HI Analyze and compare incidents for similarity of modus operandi (M.O.)		3.33/41	3.00/66	3.00/33
H54 Talk with families of adult suspects or defendants (advise, inform, notify, counsel)	_	4.00/08	3.71/44	3.00/58
D33 Recruit confidential informants		4.00/26	3.64/78	
			 	
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TABLE 15: (Excerpt of Data Presented In Appendix 0)

CIP AND PERCENT PERFORMING* INFORMATION FOR NONCORE TASKS (ARRANGED BY TRAINING GROUP)

,		TRADITIONAL AGENCIES				SPECIALIZED AGENCIES			S			
TRAINING GROUP/TASKS	5.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
CASE PROSECUTION												
NIS Review other officer's cases to be presented to prosecutor	4 16/50	5 00/10	4 90712	7 33/15	4 10/32	7 37/18		5.00/24			4.22/34	3.00/3
Al2 Distribute subpoenas to officers	4.11/63	4.57/15	1.22/19	7.18/33	4.10/32 4.71/62	4.00/55		4.44/26			3.92/70	3.50/4
					111,11,05						21257 14	-21597.5
CIVIL DISORDERS												
C26 Escort vehicles or persons through	3 36 705	3 3775	7-17/34	3.25.78	4.75/11	2 00720		7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	3 00,000	2 67724		
picket lines D16 Explain demonstration permit to	3./6/05	3,14/12	4.14/34	7.001.45	4./5/11	3.00/30		3.12/11	3.00/08	3.57/34		**
demonstrators	3.37/02	3.80/08	3.83/09	3.37/09	3.90/07	3.35/08		3.60/02		3.50/04		5.00/0
D41 Watch for illegal activity at labor												
<u>disputes</u>	3.55/15		3.52/31	3.30/40	3.78/14		3 00/03	4.00/05		4.40/31		
NI/II DOCCCC												
CIVIL PROCESS F7 Pick up children as directed by												
court in custody matters (e.g.											a special special control of the control of	
divorce proceedings)	4.00/03		4.08/21	4.25/18	4,66/16	3.88/26	3,40/43	6.00/02				
113 Notify witnesses to appear without							ļ	T 72777		- 55765		
Subpuena Fl Attach property under court order	3.28/39 5.00/04	4.83/22	3.20/17		3.81/36	3,90/34	3.66/35	3.50/12		5,00/08	4.00/49 3.87/20	
1 Attach property under court proef	. 57707.04		- 37777E		7.337.03	-3. KU/ I.L.	7,007.33	-6.007.03			3.01150	
CORT FUNCTIONS												
12 Act as department court officer	3.94/44	4.50/08	3.66/06		4.66/20		2.50/55	4.33/10			4.00/17	5.00/
TO THE CONTRACT OF THE STATE OF												
CPIME PREVENTION		2 22/01	3 00/03	3 00/06	3.55/27		}		a department of the second	6,00/01	3.53/63	
G3_Request publicity_from_news_media G2_Proyide_information_to_persons_par-										NY ANT AT	į į	
ticipating in ride-along program	2.92/32	3.00/10	2.85/27	4.50/ 3	4.20/19		2.50/25	3,25/29			3.14/37	
COLUMN TOWERT LOATION										· · · · · · · · · · · · · · · · · · ·		
CRIMINAL INVESTIGATION N3O Photograph latent fingerprints	4.77/32		7 55765	7 25710	7 50/15	3 15/06	7 76757	71 77 77 7	····	6.00/01	6.00/01	
131 Photograph line-up	4.00/13		4.85/03	3.50/02	4.50/15 5.60/08	4.37/01	3.50/05	3.66/07			0.00701	4.00/0
131 Photograph line-up NO Conduct background investigations on									Approximation and the second			
applicants for licenses (e.g.,							***************************************	. = = = = = = = =			7 55355	
liguor, pawn dealer)	1.71/07	3.42/01	3.40/01	3.28/01	4.71/13	3.85/09		3.33/02			4.00/79	
UN Instruct and direct civillans in undercover operations	3 60/05	3,00/02		3 00/06	4,00/12	7 70/05	3 50/00	3 50/02		5 00705	3.75/16	
VINCTES IST OPERATIONS	3.037.03	. 2100725		2.007.00	7100175	3.157.05	. 51507 (47		ay about the same of		2119210	
TIELD NOTE-TAKING & REPORT WRITING											· Superstanting of the constitution of	
Cl8 Dictate reports into recording			7 2771	- TE /52				-2-55167		5 55 (55		- 11
devices A64 Write interoffice memos	2.54/78	2.66/55		3.10/38	3.12/42	3.08/27	3,00/32	3,50/22		3,00/09 4.00/20	3,25/68	3.66/
of mile internities memory		E100133		~~ 5 JUL 33	37167.76	3.00/ 21	3,00,35			4.007.50	515 37 60	3.007
INGERPRICTING & PALM PRINTING												
A22 Eingerprint persons for non-criminal												
reasons (e.g., professional li-	5 60,00				0 no 24		3 25 12 5					
censing)	2.68/06				T* NRY 20	1.25713	3.66/68					5.00/
 Processor & Processor Specification (1) and the company of the processor of th	1						······				l	t
i menemente menembro de la como esta esta esta esta esta en esta esta esta en esta en el como esta esta en est En esta esta esta esta esta esta en esta esta esta en e	.	and the second second]
*Performing CIP > 3.0 and % perform	L		<u> </u>				l			l	<u></u>	l

*Performing - CIP > 3.0 and % performing > 0 or 2.5 < CIP < 3.0 and % performing > 25, % performing data are displayed beneath CIP data.

Appendix P lists the same data as listed in Appendix O, only arranged by selection task group.

ANALYSES OF NON-TASK DATA

Purpose

In addition to providing task data, officer respondents provided information with regard to: (1) the types of complaints/incidents they are called upon to handle; (2) the types of equipment they use or vehicles they operate on the job; and (3) the types of written source materials they typically must read as part of their job. Specifically, data were collected for 129 types of complaints/incidents, 92 types of equipment or vehicles, and 30 types of written source material. The rating scales used to collect the complaint/incident and written sources of information data are presented in Figures 7 and 8. Equipment/vehicle data were collected by having respondents simply place a check (\checkmark) next to those specific types of equipment/vehicle they use.

Figure 7

RESPONSE TO COMPLAINT/INCIDENT SCALE WHEN I RESPOND TO THIS COMPLAINT/INCIDENT I:

Make Log Entry Only 2
Conduct Preliminary
Investigation and
Write Report

Conduct Complete Investigation and Write Report

Figure 8

SOURCES OF INFORMATION

PLEASE CHOOSE THE NUMBER FROM THIS SCALE WHICH INDICATES HOW YOU PRIMARILY RECEIVE INFORMATION FROM THIS MATERIAL:

I receive verbal instructions relating to this material. I am not required by my agency to read anything relating to this material. I am required by my agency to read training bulletins, orders, or memos relating to this material, but I am not required to read the material itself,

I am required by my agency to read this material

Complaint/Incident data were collected for the purposes of: (1) determining which types of complaints/incidents are handled by patrol officers throughout the state ("core" complaints/incidents) and which types of complaints/incidents are typically handled only by officers from specific types of departments; and (2) further improving the data base for the development of training curricula by providing information regarding the nature of complaints/incidents officers are called upon to handle when performing significant job tasks (the context in which task performance

occurs). Accordingly, core complaints/incidents were identified using a procedure very similar to that used to identify core tasks. In addition, each complaint/incident was assigned to a training task group on the basis of expert opinion as to the training task group for which the complaint/incident was most directly relevant.

Equipment/vehicle data were collected because of their possible significance to the design of both selection and training programs. Any type of equipment/vehicle that is widely used on the job and requires specialized skill or knowledge to operate has obvious implications for training. It may also have implications for selection if it is reasonable to require that job applicants possess the skills or knowledge needed to operate the equipment/vehicle. Given these considerations, the equipment/vehicle data were analyzed to distinguish those types of equipment or vehicles that are used in all agencies ("core" equipment/vehicle) from those that are used only in certain types of agencies.

Data on the use of written source material were collected to begin to determine the reading requirements of the patrol job, and with the expectation that in the near future the MLEOTC will be developing entry-level selection tests of reading skill. Analyses of these data were intended to identify similarities and differences in the reading requirements of the patrol job across the state.

Procedures and Results

Each complaint/incident was assigned to the most appropriate training task group by the staff of the MLEOTC. The data for complaints/incidents were analyzed using the same 12 agency categories used to analyze task data. A complaint/incident was considered to be significant to a particular agency type if at least 50% of the respondents from that agency type indicated they handled the complaint/incident. All complaints/incidents handled by at least 50% of the officers across the eight traditional agencies were identified as core complaints/incidents.

Appendix Q contains a listing of all 129 types of complaints/incidents arranged by training task group. Percent performing data for each agency type are presented for each complaint/incident. All percentages less than 50 are within parentheses. Core complaints/incidents are designated by a double asterisk. A total of 96 core complaints/incidents were identified.

Equipment/vehicle operation data were converted to percentages (percent of officers using) for each of the 12 agency categories. Any equipment/

vehicle used by 50% or more of the officers in a given agency category was considered to be important to that agency category. Equipment/vehicles used by 50% or more of the officers across the eight traditional agency types were identified as core equipment/vehicles. A total of 24 core equipment/vehicles were identified. All equipment/vehicle data are presented in Appendix R. The data are presented in much the same format as used to display the complaint/incident data in Appendix Q.

Sources of information ratings for each type of written source material were converted to percentages for each of the twelve agency types. Percentages were calculated by treating all ratings of "2" or "3" as indicating that the source material or some written description of the source material is read, and treating all blanks or ratings of "1" as indicating no reading is done with regard to the source material. All information sources with regard to which at least 50% of those responding in a given agency type indicated they do some reading were considered to constitute a significant reading requirement for the patrol officer job in that agency type. Information sources meeting the same 50% criterion when applied across the eight traditional types were designated "core" information sources. A total of 12 such information sources were identified. All data for sources of information are presented in Appendix S.

⁷The percent of officers handling a particular complaint/incident was computed by summing the number of officers who rated the complaint/incident "l", "2", or "3" on the Response to Complaint/Incident Scale (see Figure 7) and dividing this sum by the total number of officers who completed the survey (respondents were instructed to leave blank the spaces for making a rating is they did not handle the complaint/incident).

⁸Respondents were told to leave blank the space for making a rating if knowledge of the material in the written source was not required; for description of rating scale, see Figure 8.

Chapter 4

USE OF THE JOB ANALYSIS DATA BASE

Chapter 4

USE OF THE JOB ANALYSIS DATA BASE

Job analysis data is gathered to make decisions such as those regarding the content of selection and training programs. Therefore, the initial product of a job analysis project is simply a data base which has been structured in a way that will facilitate decision-making.

The data base established through the MLEOTC job analysis is one of the most extensive compilations of law enforcement job data existing anywhere in the United States today. As already explained in the previous chapter, the data has been thoroughly analyzed and organized so that it can be readily used in future projects planned by the MLEOTC. The structure of the data base and the primary decisions which can be made on the basis of each type of data are described below.

BACKGROUND INFORMATION

It is important to be able to document the qualifications and relevant characteristics of the individuals who provide job analysis data. Otherwise the quality and accuracy of the data and any decisions based upon the data will be suspect. The Background Information Section of the data base provides such documentation. For example, the data clearly indicate that the patrol officer respondents possess considerable job experience and were currently (at the time of the survey administration) performing patrol duties. The supervisory respondents also possess considerable experience and were directly involved with supervising patrol officers at the time of the survey administration.

The Background Information Section has already been used to conclude that the job analysis sample was properly chosen. In addition, decisions have been made concerning whether the content of the patrol job changes as a function of tenure (this issue was discussed in the previous chapter). Many other such issues can be resolved through further analysis of the documentation contained in this portion of the data file.

CORE TRAINING TASK GROUPS

One of the primary purposes of the study was to develop a data base to facilitate decision-making regarding the content of basic training. The data in the file are set up so that the MLEOTC can readily achieve these objectives.

First, tasks which require related actions and which should logically be addressed at the same time in training have been grouped. Second, each task within a task group has considerable information associated with it

such as: (1) the consequence of inadequate task performance; (2) the percentage of surveyed officers from traditional agencies who perform the task; (3) the training priority of the task; (4) the task learning difficulty; and (5) the amount of task delay tolerance associated with the task.

Armed with this wealth of information about each task, the MLEOTC can translate the task data for a task group into a block of instruction which is definitely job-related and which reflects the relative level of importance and difficulty of each task.

CORE SELECTION TASK GROUPS

As already explained, tasks requiring similar actions on the part of the officer were grouped into task groups. The tasks within each task group were then evaluated to determine how critical they are for each type of traditional agency (percent performing and consequences of inadequate performance criteria were used). Those tasks meeting the criteria across all eight traditional agency types were considered to be statewide or "core" tasks.

The core selection task groups have implications for statewide selection standards. The data in this section of the file will play a crucial role in determining what the future standards should be. An example of how the MLEOTC can progress from core selection groups to statewide standards is as follows. First the selection task groups would be used to identify the behaviors which are required for successful task group performance. For example, it might be determined that oral communication and situational reasoning behaviors are important to successfully complete tasks that require conferring with others. Next the skills, knowledges, abilities and other personal characteristics which make the behaviors possible would be identified. Finally, it would be determined whether the definition and/or measure of the characteristic (e.g., test) can be made into a statewide standard. Such a standard would be jobrelated and defensible to the extent that the link between it and one or more core selection task groups can be demonstrated and documented.

COMPLAINTS/INCIDENTS

This section of the data file has important implications for training. It documents the types of incidents and complaints to which officers in Michigan respond. It also specifies, with regard to 129 types of complaints/incidents, whether the officer typically: (1) makes a log entry only; (2) conducts a preliminary investigation and writes a report; (3) conducts a complete investigation and writes a report; or (4) is not called upon to respond to the specific type of incident/complaint. The implications of these data for training are fairly obvious. Officers should be

taught to correctly respond to the complaints/incidents which they will be typically called upon to handle. Also, these data will assist curriculum designers to structure training based upon the degree to which officers typically get involved in each type of complaint/incident.

EQUIPMENT AND TRANSPORTATION CHECKLIST

In the course of doing their jobs, officers can be called upon to operate a wide range of equipment and vehicles. Certain types of equipment and vehicles are sufficiently complex and difficult to operate that they require specialized skills and/or knowledges. For example, if officers are typically called upon to operate boats, knowledge of and experience in boating might be required of applicants (assuming it was not feasible to provide this knowledge and experience during regular academy training). This section of the data file provides documentation concerning the use by officers of 92 types of vehicles and equipment. These data have important implications for the design of both employee selection and training programs.

SOURCES OF INFORMATION

This component of the data base will assist the MLEOTC to make decisions primarily with regard to selection standards. The Sources of Information section of the survey was designed to identify which of the 30 different types of reading material officers in Michigan are actually required to read as part of their job. The ultimate purpose of these data is to determine the level of reading difficulty of the materials which officers read. Based upon the results of this analysis, the MLEOTC can develop a job-related reading ability test which will help to ensure that candidates selected for law enforcement positions have sufficient reading ability to successfully perform on the job.

NON-CORE AND AGENCY-SPECIFIC TASKS

In addition to information about core tasks, there is also information in the data file concerning over 100 non-core and agency-specific tasks. These data will assist local agencies in making decisions about local selection and training needs. Local agencies will be able to evaluate, based upon this Report, the extent to which their agencies share in the core entry-level job. They will also be provided data concerning non-core tasks which may be important enough to their agencies to warrant local selection and training standards beyond those developed by the MLEOTC. The data file contains a wealth of reliable information for this type of local decision-making.

OTHER POTENTIAL USES OF THE DATA BASE

The total number and types of analyses that could be performed on a data base the size of the one described in this Report are impossible to list. Even with the considerable number of analyses which have been done to date, the MLEOTC has only scratched the surface in terms of extracting the potential worth from the job analysis data file. The major analyses done to date and the initial conclusions drawn from the data have already been described. Discussed below are several additional applications for which the data is readily amenable.

Assessment of Change in Job Content

Undoubtedly, the question will arise concerning whether changes in the job have occurred over time which have reduced or eliminated the job-relatedness of the selection and training standards. It is a legitimate question and should be addressed. The MLEOTC, by virtue of its involvement in the job analysis project, has at its disposal the survey methodology and existing data base to make periodic assessments of changes in job content. Since the law enforcement job will probably remain invariant in Michigan for a number of years to come, the capability of documenting the stability in job content will ensure the applicability of currently developed selection and training standards in the foreseeable future.

Portability

Portability is one possible characteristic of a selection or training standard. A standard (e.g, a test) is portable to the extent that it can be shown to be valid in a situation or job other than the one for which it was originally developed. For example, consider the situation of a newly created law enforcement agency in Michigan. Can the new agency use selection and training standards that were developed before the new agency's existence (i.e., are the existing standards portable to the new agency?)? The question can be answered by comparing the content of the job performed in the new agency with the content of the job on which the standards were based. The MLEOTC survey capabilities and data base will make such comparisons possible.

Performance Appraisal

Performance appraisal systems and employee selection systems have in common their importance to an agency's effectiveness and their reliance on job analysis data. It would be a relatively simple matter for the MLEOTC to develop a comprehensive, job-related performance appraisal system from the job analysis information already gathered. Such a system could serve many useful purposes. For example, performance data could serve as criteria against which the MLEOTC could validate its planned selection and training standards.

CONCLUSION

A job analysis is only as good as the effectiveness of the decisions that can be made by analyzing the resulting data base. The MLEOTC has established a very extensive and rich store of data that can form the basis for numerous decisions that will improve the quality of law enforcement in Michigan.

APPENDICES

Appendix A

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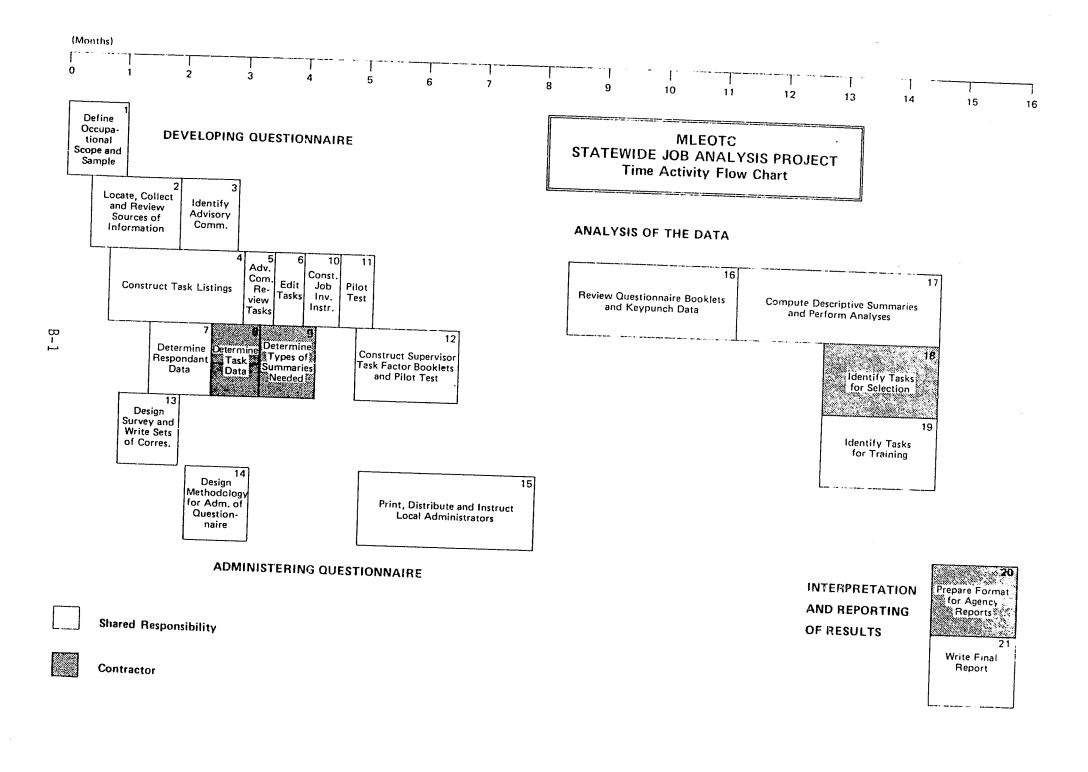
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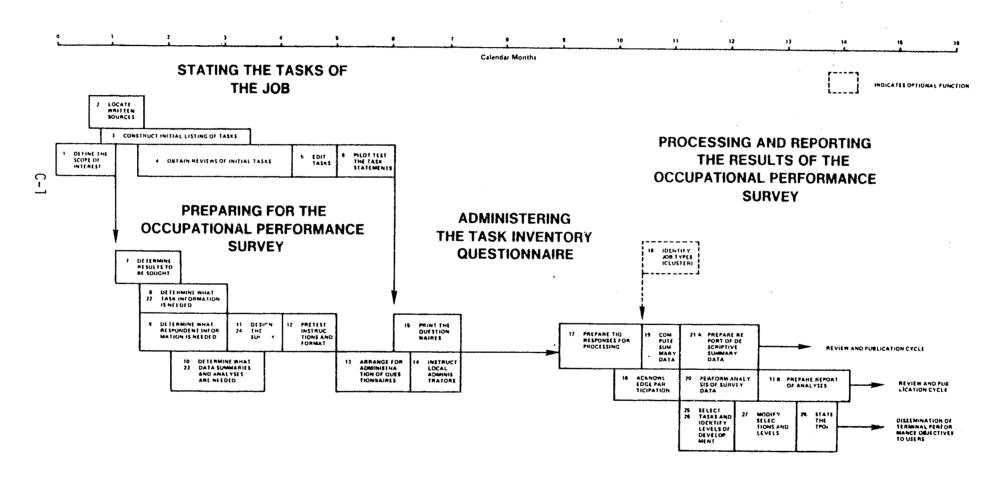
Appendix B

TIME ACTIVITY FLOW CHART



Appendix C AMMERMAN AND PRATZNER PROCESS

TWENTY-EIGHT STEP TIME ACTIVITY FLOW CHART*



*Harry L. Ammerman and Frank C. Pratzner, <u>Performance Content for Job Training</u>, Vol. 1, <u>Introduction</u> (Columbus, Ohio: The Center for Vocational Education, 1977), p. 30.

Appendix D

AGENCIES SURVEYED IN EACH OF 12 AGENCY CATEGORIES TO OBTAIN PATROL OFFICER SAMPLE

AGENCIES SURVEYED IN EACH OF 12 AGENCY CATEGORIES TO OBTAIN PATROL OFFICER SAMPLE

- (1) STATE POLICE
- (2) DETROIT
- (3) LARGE CITIES/VILLAGES/TOWNSHIPS

ANN ARBOR
FLINT
GRAND RAPIDS
KALAMAZOO
LANSING
LIVONIA
ROYAL OAK
SAGINAW
STERLING HEIGHTS

(4) MEDIUM CITIES/VILLAGES/TOWNSHIPS

ADRIAN PORT HURON BATTLE CREEK REDFORD TWP. BENTON HARBOR ROSEVILLE CLINTON TWP. SAULT STE. MARIE WATERFORD TWP. HOLLAND WEST BLOOMFIELD TWP. **JACKSON** MARQUETTE WESTLAND MIDLAND WYOMING

(5) SMALL CITIES/VILLAGES/TOWNSHIPS

ALMA GRAND BEACH COLON AUBURN CONSTANTINE GROSSE ILE TWP. GROSSE POINTE SHORES CROSWELL BANCROFT BARAGA DAVISON TWP. HANCOCK DECKERVILLE HARBOR SPRINGS BELDING DOUGLAS HARRISON BELLAIRE BUCHANAN DURAND HILL TWP. BUENA VISTA TWP. IRA TWP. EAST JORDAN EAST TAWAS IRONWOOD BURR OAK CADILLAC EAU CLAIRE KALAMAZOO TWP. CALUMET ELKTON KALKASKA KINGSFORD CASPIAN EMMETT TWP. CEMENT CITY FENNVILLE L'ANSE CHARLOTTE LENNON FENTON CLAY TWP. FLINT TWP. LEXINGTON COLOMA TWP. GAYLORD LUDINGTON

(5) SMALL CITIES/VILLAGES/TOWNSHIPS (cont'd)

MACKINAC ISLAND
MACKINAW CITY
MANISTEE
MANISTIQUE
MATTAWAN
MENOMINEE
MIDLAND TWP.
MONTROSE
MORRICE
NASHVILLE
NEW BALTIMORE
NEWBERRY
NEW LOTHROP

NORTON SHORES
OTISVILLE
OWOSSO
OXFORD
PENTWATER
PORT AUSTIN
PORT HOPE
QUINCY
RICHFIELD TWP.
RICHLAND

ST. IGNACE

SANFORD

SEBEWAING

SOMERSET TWP.
SOUTH RANGE
SWARTZ CREEK
SYLVAN LAKE
TECUMSEH
THREE OAKS
TRAVFRSE CITY
WALD. ON
WEBBERVILLE
WEST BRANCH
WHITE CLOUD
WOLVERINE LAKE
WOODHAVEN
VAN BUREN TWP.

(6) LARGE SHERIFF DEPARTMENTS

ALLEGAN CO.
CALHOUN CO.
GENESEE CO.
INGHAM CO.
LAPEER CO.
LENAWEE CO.
MA.OMB CO.
MUSKEGON CO.
WASHTENAW CO.
WAYNE CO.

(7) SMALL SHERIFF DEPARTMENTS

ALPENA CO.
BARRY CO.
CHEBOYGAN CO.
CLARE CO.
GLADWIN CO.
HILLSDALE CO.
IRON CO.
ISABELLA CO.
KALKASKA CO.
LAKE CO.
MACKINAC CO.
MENOMINEE CO.

(8) UNIVERSITY/COLLEGE POLICE

CENTRAL MICHIGAN UNIVERSITY DPS
DELTA COLLEGE DPS
EASTERN MICHIGAN UNIVERSITY DPS
FERRIS STATE COLLEGE
GRAND VALLEY STATE COLLEGE
LANSING COMMUNITY COLLEGE DPS
MACOMB COMMUNITY COLLEGE DPS
MICHIGAN STATE UNIVERSITY DPS
MICHIGAN TECHNICAL UNIVERSITY DPS
NORTHERN MICHIGAN UNIVERSITY
OAKLAND UNIVERSITY DPS
SAGINAW VALLEY STATE COLLEGE DPS
WAYNE STATE UNIVERSITY DPS
WESTERN MICHIGAN UNIVERSITY DPS

(9) AIRPORT POLICE

CAPITAL CITY AIRPORT
DELTA CO. AIRPORT
DETROIT METROPOLITAN AIRPORT
HOUGHTON CO. MEMORIAL AIRPORT
KALAMAZOO MUNICIPAL AIRPORT
MUSKEGON CO. AIRPORT
TRI-COUNTY AIRPORT
TWIN CITIES AIRPORT

(10) RAILROAD POLICE

CHESSIE SYSTEM RR
CONRAIL RR
DETROIT TERMINAL RR
DETROIT TOLEDO & IRONTON RR
GRAND TRUNK & STERN RR
NORFOLK & WESTERN RR

(11) DEPARTMENT OF NATURAL RESOURCES

(12) LOCAL PARK POLICE

LANSING PARKS & RECREATION
GENESEE CO. PARKS & RECREATION
HURON/CLINTON METROPOLITAN AUTHORITY
KALAMAZOO CO. PARKS & RECREATION

Appendix E
SURVEY BOOKLETS

STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

PATROL OFFICER TASK INVENTORY



MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

7426 NORTH CANAL ROAD, LANSING, MICHGAN 48913 PHONE: (517) 322-1946

PATROL OFFICER TASK INVENTORY



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Law Enforcement Officers Training Council
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INTRODUCTION

Q. WHAT IS THE PURPOSE OF THIS STATEWIDE JOB ANALYSIS SURVEY?

A. It is to collect facts regarding what a patrol officer does and what abilities must be possessed to do the job adequately. These facts must be collected in such a manner that they will be accepted as evidence in court. Your answers to this survey will form the factual basis for the selection and training of future officers.

Q. WHO IS ASKING ALL THESE QUESTIONS?

A. The Michigan Law Enforcement Officers Training Council (MLEOTC) under Public Act 203 of 1965 is the agency charged with establishing minimum employment standards for entry-level patrol officers.

Q. WHAT IS A JOB ANALYSIS?

- A. 1. It identifies:
 - a. all of the tasks Michigan patrol officers perform AND
 - b. the proportion of the time they spend on these tasks
 - 2. It provides information for:
 - a. training new officers for duties they will actually perform AND
 - b. selecting new officers who can perform on the job.

Q. WHY ME?

Your agency was selected because it is representative of other agencies of similar size. YOU were selected because you are a patrol officer. YOUR responses will ensure that the survey outcome reflects true field conditions faced by a patrol officer.

Q. WHO ELSE GOT THIS THING?

A. Approximately 3,000 Michigan patrol officers representing 200 agencies are participating in the survey. Your fellow officers represent a broad range of law enforcement agencies. Municipal, township, county and state agencies are participating as well as airport, railroad, conservation and park police agencies.

Q. WHAT HAPPENS TO MY ANSWERS?

A. All responses will be grouped for statistical analysis. The grouped information will be used to develop occupational profiles of Michigan patrol officers by size and type of agency. No individual responses will be reported.

Q. OK, HOW DO I ANSWER THE QUESTIONS?

A. The survey is divided into three sections: 1) background information, 2) checklists of equipment you use, how you receive job information, and the types of calls to which you respond, and 3) the types of tasks you perform. Detailed instructions are provided at the beginning of each section. Work from the beginning, section by section and respond to the items with your best professional judgment.

Q. WELL, IS ALL THIS REALLY NECESSARY?

A. You bet! This is the opportunity for you to tell MLEOTC what you do as a patrol officer. The information you provide will be the basis for the development of mandatory statewide job-related employment standards.

Q. HOW LONG DO I HAVE TO COMPLETE THE SURVEY?

A. Your department coordinator should have indicated to you the deadline for the completed survey. It is important that you complete the booklet as promptly as possible so that your responses will be included in the final survey report.

Q. WHAT DO I DO WITH THE SURVEY WHEN I'M FINISHED?

A. Place the survey in the envelope provided, seal it, and turn it into your agency coordinator. It will only be opened by MLEOTC personnel.

SECTION ONE BACKGROUND INFORMATION

Do not	JOB NO.	1-4
write in this	POP	5-8
space.	MET NO.	9-11
	STATE CODE	12-13
		14-15

(Please print information)

NAME OF YOUR AGENCY			
LOCATION OF YOUR AGENCY HEADQUARTERS	City/herp		
LOCATION OF MOUR MARK	city/twp	county	
LOCATION OF YOUR WORK ASSIGNMENT	city/twp	county	
TELEPHONE NUMBER WHERE YOU WORK ()	_	county	
DIRECTIONS: Write the appropriate response in the blocks	to the right of each question.		
1.	YOUR PRESENT AGE:		16-1
2.	YOUR SEX: Male 1 Female 2		1;
3. YOUR EQUAL EMPLOYMENT OPPORTUNITY COMMISSION CATEGORY (Write the number in the box):	ON American Indian		15
4. YOUR AGENCY IS (write the numbers in the boxes):	Municipal 01 Township 02 Sheriff 03 State Police 04 Railroad 05 Airport 06 Housing Authority 07 Local/County Park 08 Dept. Natural Res. 09 University/College 10	·	20-21

E-7

6. WHAT TYPE OF PATROL AREA DO YOU WORK IN? Urban = inner city (high population density); suburban = residential (moderate population density); rural = agricultural/forest (low population density). (Write the number that best describes your patrol area in the box.)

Urban
Suburban
Rural
Urban/Suburban
Suburban/Rural
Urban/Rural
Urban/Suburban/Rural

Preceding page blank

5. YOUR PRESENT JOB TITLE IS:

Trooper	Conservation Officer Security Officer Corporal Sergeant	07		
Park Ranger 05	Other (specify)	10		23-24
8. MONTHS OF EXPERIENCE IN PRESENT RAN	IK (write in total months):	Years	Vicaths	25-2
9. MONTHS OF EXPERIENCE WITH PRESENT A	AGENCY (write in total month	S):	Menths	28-30
10. TOTAL MONTHS OF EXPERIENCE IN LAW E (write in total months): •	NFORCEMENT	Years	Months .	31-33
11. TOTAL MONTHS OF EXPERIENCE IN PATRO	L (write in total months):	Years	Months	34-36
12. HOW MANY MONTHS IS YOUR DEPARTMEN (write in total months):	IT'S PROBATION PERIOD?			37-38
13. HAVE YOU COMPLETED PROBATION? (Write the number in the box):	Yes	1		39
14. YOUR PRESENT TYPE OF PATROL ASSIGNM (write the number in the box):	One Person \	4		3:
15. WHAT SHIFT ARE YOU WORKING TODAY? (write the number in the box):	Afternoons			41
16. PERCENT OF TIME YOU SPEND WORKING BY PATROL. (write in the percent):	Y YOURSELF ON			42-44
17 CHECK THE BOX(ES) THAT DESCRIBE YOUR RESPONSIBILITY(IES) IN THE LAST SIX MON		ty Control		45 46 47 49 50 51 52 53 54 55 56
18. HAVE YOU COMPLETED A CERTIFIED MICH POLICE TRAINING PROGRAM? (write the num				

	(Write the numbers in t					
	High Schoo!	Undergraquate	Masters	Ph.D.		
	09 10 11 12	13 14 15 16	17 18	19 20		60-€
20.	HIGHEST GRADE YOU (Write the numbers in t		AT THE PRES	SENT TIME		
	High School 09 10 11 12	Undergraduate 13 14 15 16	Masters 17 18	Ph.D. 19 20		62-
21.	HOW OFTEN ARE YOU R ABOVE YOU? (Write the	EQUIRED TO PERFO number in the box)	RM TASKS NO	DRMALLY PERFORMED BY SOME	ONE IN THE I	RANK
				Never		
				Occasionally		
22.	YOUR LAW ENFORCEM (Check as many as nee	IENT EXPERIENCE B	EFORE YOU	R PRESENT EMPLOYMENT		
	,		Fo	rest or Park Ranger	П	•
				ime Warden		1
				curity Guard		i
				unicipal/Township Police	1 1	
				lice Reserve	1 1	
				vate Investigation		
				eriff's Department		
				ate Police		
				ilroad		
				her (specify)		
			No	ne	H	7
	The following	owing relate to your	overali feeli	ngs about your job in general.		
23.	The following find my job:	owing relate to your	overali feeli	Ngs about your job in general. Very dull		
23.		owing relate to your	overali feeli	Very dull		
23.		owing relate to your	overali feeli	Very dull 1 Fairly dull 2 So-So 3		
23.		owing relate to your	overali feeli	Very dull		
			overali feeli	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1		
	I find my job;		overali feeli	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2		
	I find my job;		overali feeli	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3		
	I find my job;		overall feel	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2		
24.	I find my job: My job utilizes my nature. The basic training I received.	ral talents:		Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5		
24.	I find my job: My job utilizes my natur	ral talents:		Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5		
24.	I find my job: My job utilizes my nature. The basic training I received.	ral talents:		Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5 me Very little 1 Fairly well 2		
24.	I find my job: My job utilizes my nature. The basic training I received.	ral talents:		Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5		
24.	I find my job: My job utilizes my nature. The basic training I received.	ral talents:		Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5 me Very little 1 Fairly well 2 Quite well 3 Very well 3 Very well 4 Not applicable (did not		
24.	I find my job: My job utilizes my nature. The basic training I receito perform important tas	ral talents: ived in law enforcements at my job site:	ent prepared	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5 me Very little 1 Fairly well 2 Quite well 3 Very well 4 Not applicable (did not attend basic training) 5 T:		
224.	I find my job: My job utilizes my natur . The basic training I recet to perform important tas	ral talents: ived in law enforcements at my job site:	ent prepared	Very dull 1 Fairly dull 2 So-So 3 Fairly interesting 4 Very interesting 5 Not at all 1 Very little 2 Fairly well 3 Quite well 4 Very well 5 me Very little 1 Fairly well 2 Quite well 3 Very well 4 Not applicable (did not attend basic training) 5 T:		

NOTE: Go back over each set of responses. You should have recorded a response for every question.

CONTINUED 1 OF 5

SECTION TWO CHECKLISTS

INSTRUCTIONS

RESPONSE TO COMPLAINTS/INCIDENTS

You are to identify the complaints and/or incidents which YOU HAVE answered and the course of action taken by you. Read each statement and place the number from the following scale that best describes the action you take most often for the complaint/incident. Use only one number to describe your response for each statement. If you have NEVER answered a particular complaint/incident, leave the space provided blank.

	, and the second second
Use the following guidel	ines to determine your response.
1	
Make Log	When the only record required is a notation on an official daily activity sheet
Entry Only	or in your personal notebook.
2	
Conduct Preliminary	When a complaint/incident requires an investigator or specialist to follow up
Investigation and Write Report	on your information and/or initiate further actions.
3	
Conduct Complete	When you have the authority to complete all the actions to close a complaint/incident,
Investigation and Write Report	taxe it to court or, to determine that no further action or investigation is to be taken.

RESPONSE TO COMPLAINT/INCIDENT SCALE

WHEN I RESPOND TO THIS COMPLAINT/INCIDENT I:

1 2 3

Make Log Conduct Preliminary Conduct Complete Investigation and Write Report University Write Report

		7
Abandoned house or building		
Abandoned Vehicle		. 11
Accidents involving chemicals		12
Activated alarm		13
Air and water pollution		14
Aircraft accident		15
Aircraft hijacking		16
Airport or airline security violations		17
		18
Animal control violation (loose animals, barking dogs)		19
Arson		20
Assault (felony)		21
Assault (misdemeanor)	l ——	22
Auto theft		23
Auto train accident		24
Bad check		25
Begging		26
Bicycle theft		27
Boat accident		26
Bombing		29
Bomb threat ,		30
Breaking and entering		31
Building code violation		32
- Roman and March		

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E-11

RESPONSE TO COMPLAINT/INCIDENT SCALE WHEN I RESPOND TO THIS COMPLAINT/INCIDENT I:

Make Log Entry Only

Conduct Preliminary Investigation and Write Report

Conduct Complete Investigation and Write Report

	33
Business or peddler license violation	34
	35
	36
	37
	38
	39
	42
	43
	44
the second of a minor	
1	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
1	
•	
False fire alarm Family fight	
Family fight Fireworks violation	
Fireworks violation Fishing and hunting	
Fishing and hunting	
Fishing and hunting Forgery	
Found property	
Gambling	
Hit and run traffic accident	

RESPONSE TO COMPLAINT/INCIDENT SCALE WHEN I RESPOND TO THIS COMPLAINT/INCIDENT I

Make Log Entry Only

Conduct Preliminary Investigation and Write Report Conduct complete threstigation and Write Report

]
Homicide		73
Hostage	1	74
Illegal alien		75
Illegal burning	1	76
Illegal conduct of a public official		77 C-02
Illegal weapon (firearm)		5
Illegal weapon (other than firearm)		6
Impersonating an officer or other official		7
Indecent exposure		A
Invalid or elderly person needing assistance		9
Jail break		10
Kidnapping	1	11
Labor/management dispute	1	12
Landlord tenant dispute	1	13
Larceny/Felony	1	
Larceny/misdemeanor		14
Licensing violations		15
Liquor law	1	16
Littering		17
Loitering		18
Lost child	1	19
Loud party	1	20
	ì	21
Malicious destruction of property		22
Mentally ill person		23
Michigan Occupational Safety and Health Act (MIOSHA) violation	1	24
Misconduct of a public official	i i	25
Missing person		26
Motor vehicle hijacking		27
Motor vehicle theft		28
Negligent homicide		29
Non-traffic injury	1 5	30
Obscene, harassing, or threatening phone call	: I	31
Obscene material	1 1	32
Occupational Safety and Health Act (OSHA) violation	1 1	33
Organized crime		34
Parking	i i	35
Parole or probation		36
Perimeter control at fire		37
Pollution complaint		38
Pornographic material		39
· · · · · · · · · · · · · · · · · · ·		

RESPONSE TO COMPLAINT/INCIDENT SCALE WHEN I RESPOND TO THIS COMPLAINT/INCIDENT I:

Make Log Entry Only

2

Conduct Preliminary Investigation and Write Report Conduct Complete Investigation and Write Report

Postal		40
Prostitution		41
Prowling		42
Radiological incident		43
Receiving stolen property		44
Recovering stolen property		45
Repossession dispute		46
Tiot		47
Rebbery		48
Rowdy juvenile	 	49
Ruptured water or gas line		50
Sabotage		51
Shots fired	<u> </u>	52
Sniper		53
Stolen aircraft or aircraft parts		54
Suicide attempt		55
Suspicious object (bomb, package)		56
Suspicious person or vehicle		57
Tampering with equipment		58
Thrown object at moving vehicle		59
Traffic accident		ec
Train derailment		81
Trespassing		62
Unlawful possession or use of explosive		60
Unlawful train riding		84
Unlawful use of firearm		65
Wanted person		66

INSTRUCTIONS SOURCES OF INFORMATION

The following is a list of materials that assist law enforcement officers in performing their job. Write in the space provided the appropriate number from the 3-point scale that best describes how you primarily receive job information. from these materials. Do not use more than one number for each source of information. Leave the space blank if knowledge of this material is not required for your job.

> SOURCES OF INFORMATION PLEASE CHOOSE THE NUMBER FROM THIS SCALE WHICH INDICATES HOW YOU PRIMARILY RECEIVE INFORMATION FROM THIS MATERIAL 1 2
> I receive verbal instructions relating to this material I am not required by my agency to read anything relating to this material to this material in the material itself. 3 I am required by my agency to read this material

		1			_
Airport field conditions report .		13	Legal interpretations		20
Case law		14	Legal transcripts		j] 30
Changes in legislation		15	Local ordinances		3.
Code of civil procedures		16	Michigan Aeronautics Code		32
Court decisions	<u> </u>	17	Michigan Compiled Law 1970.	1	
Criminal Law and Procedures			Volumes 1-6		33
Manual		18	Michigan Criminal Law and	<u> </u>	
Department manuals		19	Procedures, Volumes 1-4	i	2.
FAA bulietins and regulations		20	Michigan Liquor Control Act		35
Field guides (e.g., NATB book,	 		Michigan Vehicle Code	<u> </u>	3c
Physicians Desk Reference)		21	Professional law enforcement		
First aid manual		22	publications		3-
Fish and game code		23	Teletype messages		38
Harbor and navigation statutes		24	Training bulletins	<u> </u>	35
Health and safety statutes		25	U.S. Constitution		41
In-depth narrative reports		26	Wanted bulletins		4.
Interoffice memos		27	Weather forecasts and bulletins		42
Interstate Commerce					נ
Commission rules		28			78-79 C-05

INSTRUCTIONS EQUIPMENT AND TRANSPORTATION CHECKLIST

If you use, drive, or operate any of the following types of equipment in the course of your duties, place a check () in the column next to the item.

Aircraft		67	Fire protective clothing	 30
Alarm monitor		65	Fire truck	 31
All terrain vehicle		69	First aid kit	 32
Ambulance		70	Flare gun	 33
Animal control equipment			Flares	 34
(noose, gloves, ne.)		71	Flashlight	 35
Audio-visual equipment		72	Gas mask	 36
Automatic traffic volume counter		73	Handouffs	 37
Automobile		74	Hand-held police radio	
Axe		75	(walkie-talkie)	 38
Base station police radio		76	Horse	 39
Baton (night stick)		77 C-03	Illuminated traffic baton	 40
Battery jumper cables		5	Ladder	 41
Bicycle		6	LEIN terminal	42
Binoculars		7	Machine gun	 43
Blackjack or sap	<u> </u>	8	Manual traffic control device	 44
Boat		9	Metal detector	 45
Body armor (hidden vest,			Motorcycle	 46
exterior vest)		10	Paddy wagon	 47
Bomb technical equipment		11	Photocopier (e.g.,	
Breathalyzer		12	xerox machine)	 48
Bus		13	Photographic equipment	 49
Business directory		14	Police car radio	 50
Call box		15	Pneumatic tool for extricating	
Canine		16	trapped person (e.g., jaws of life,	
Car door lock opening device .		17	portapower)	 51
Chain		18	Pry bar	 52
Chain saw		19	Public address system	53
Chemical mace		20	Pylons	 54
Crisscross directory		21	Radar unit	 5 5
Decelerometer		22	Radio car computer terminal	 56
Dictating machine	<u> </u>	23	Rescue truck	57
Drug and narcotic identification			Revolver	 58
field kit		24	Revolver speed loader	 59
Dynamite		25	Rifle	 60
Evidence processing kit			Riot shield	 G1
(fingerprint, moulage)		26	Riot baton	 62
Fire extinguisher — agents		27	Rope	 63
Fire hose		28	Scrambler radio	 64
Fire nozzles		29	Self-contained air pack	
	<u> </u>	ı	(Scott air pack)	65

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E-17

EQUIPMENT AND TRANSPORTATION CHECKLIST (Continued)

If you use, drive, or operate any of the following equipment in the course of your duties, place a check (\checkmark) in the column next to the item.

Semi-automatic pistol	 66	Tear gas gun		76
Shotgun	 87	Telescopic gun sight		77 C-0
Skis	 68	Teletype		5
Snowmobile	 69	Three-wheeled vehicle		5
Snowshoes	 70	Tow truck		7
Spotlight	 71	Tranquilizer gun	·	8
Stationary computer terminal	 72	Traps		9
Strolometer/walker/walking		Typewriter		10
stick (to measure distances)	 73	Facsimile Transmission		
Tape recorder	 74	Equipment (fingerprints)		រ ា
Tear gas grenade	 75	Winch		12

SECTION THREE TASK STATEMENTS

INSTRUCTIONS

The following pages contain tasks that are performed by patrol officers. The tasks have been sorted into major duty fields (patrol contact, accident investigation, etc). Please rate the tasks in terms of the FREQUENCY with which you have performed them in the last twelve months or since your employment as a patrol officer, if less than twelve months. Use the 9-point scale to assign FREQUENCY ratings and enter the number in the column to the right of the task statement. IF YOU HAVE NEVER PERFORMED A TASK, LEAVE THE SPACE IN THE FREQUENCY RATING COLUMN BLANK.

DURING TH	E LAST T	WELVE MO		AVE PERFO		HIS TASK ON	THE AV	ERAGE OF
1 Have done this task but not in past year	Once in the last year	3 Severa! times per year	4 Monthly	5 Several times per month	6 Weakly	7 Several times per week	8 Daily	9 More than once per day

Remember you are to describe only your own experiences. Tasks which YOU have not performed but which are generally performed in your agency, will be identified by other officers in the survey. Therefore, do not be concerned that an important task will be omitted from further consideration if you do not rate it.

If a task occurs with an AVERAGE frequency somewhere between two scale positions (e.g., between several times a year and monthly) choose the scale value which is closer to the actual frequency.

EXAMPLE: In the following example, the officer assigned a frequency rating of 4 (Monthly) to the first task. Since this task was performed approximately 15 times during the past twelve months a rating of 4 was the most appropriate because it averaged almost once a month. The second task was left blank because the officer never performed the task. The third task was rated an 8 (Daily) since seldom a day goes by that a narrative report of some kind is not written. The fourth task was rated a 2 (Once a year) since this task has been performed only once this year.

	Frequency Rating	
Assist stranded motorists Stamp serial numbers on bicycles	4	
3. Write narrative reports	<u> </u>	
4. Evacuate persons from a dangerous area	2	

NOTE: At the end of the task statements for each duty field, there are several blank spaces. If there are tasks that you perform which are not listed, use the spaces to WRITE IN AND RATE those tasks.

PLEASE TURN THE PAGE AND READ EACH TASK STATEMENT. IF YOU HAVE PERFORMED THE TASK, INDICATE THE APPROXIMATE FREQUENCY RATING IN THE SPACE PROVIDED.

									1	i
DURING TH	IE LAST I	TWELVE MO	FRE	QUENCY SO	CALE IRMED TH	HIS TASK OF	N THE AV	ERAGE OF		
1	2	3	4	5	6	7	8	9		FREQUENCY
Have done		Several	Monthly	Several	Weekly	Several	Daily	More than once per		RATING
this task	in the	times per year		times per month		per week		day		
past year	year								j	
	·····									
DUTY FII	ELD A	: ADMIN	NISTRA	TIVE						
			:	intinc						
Analyze	crime : nauirie	and acc	ding th	tatistics e progre	ss of	a case				
Attend in	-corvic	e traini	na na							
Collect v	ohicle	impour	dment	fees						
Compile	crima	etatistic	•	1000						
Compile	traffic	accider	nt statis	tics						
Conduct	hacke	round i	nvostia	ations o	n appli	icants fo	or lice	nses		
ie a lie	טמטאט	awn des	ier)							
Control	accees	to den	artment	al recor	ds .					
Describe	neren	ne to a	ther off	icers (e.	a sus	spects.	nissino	persons)	
Design +	raining	n materi	als							
Dienose	of Ho	rlaimed	proper	tv						
Dispuse	e subr	noenas i	to offici	ers						
Enter da	ta on	cards f	or filing	1						
Estimate	nrone	erty valu	ies of s	stolen or	recov	ered qo	ods			
Evaluate	citize	n como	laints r	egarding	ticket	s or oth	er mi	nor offens	ses	
Evaluate	colle	ge inter	nship s	tudents						
Evaluate	office	ers in ba	asic or	in-service	e train	ning				
Evaluate	office	ers in o	n-the-io	b trainin	a (stu	dent-coa	ich) .			
Exchang	ne nec	essarv i	nforma	tion with	other	law ent	forcem	ent offici	als	
File dod	ument	s in rec	ords sy	stem (e	.g., fin	gerprint	cards	, reports,	etc.)	
Fill out	survey	s (other	than t	his surv	ey)	- ·				
Fingero	rint pe	rsons fo	or non-	criminal	reason	ıs (e.g.,	profes	sional lic	ensing)	
Instruct	in cla	ssroom	setting					<i></i>		
Instruct	on-the	e-iob tra	inina					
Interviev	oilog w	ce office	r appli	cants						
Investig	ate an	d repor	t on po	lice app	licant's	backgr	ound			
1 L	: 1 -	1:	/intr	ations						
Issue d	eoartm	iental ed	nemaius	nt		 .				
Issue p	ick-up	or wan	ted not	ices						
Issue si	upplies	3								
Locate	docum	nents ar	nd infor	mation i	n reco	rds syst	em			
Make n	naior v	ehicle r	epairs	(e.g., be	yond g	jeneral r	nainte	nance) .	<i></i>	
Notify (oublic	agencie	s or ut	ilities of	damag	ge to the	eir eq	uipment		
Operate	LEIN	termina	al to ch	eck per	sons a	nd prop	erty .		. 	
Operate	LEIN	termina	al to up	date da	ta				<i></i>	
Operate	e telep	hone co	onsole (or switch	nboard					
Order s	supplie	s and e	quipme	nt						
Particir	nate in	firearm	s traini	na						
Particir	nate in	militar	style	drill (e.a	., para	des, hor	nor gu	ards, cold	r guards)	

FREQUENCY SCALE	
DURING THE LAST TWELVE MONTHS. I HAVE PERFORMED THIS TASK ON THE AVERAGE OF	
1 2 3 4 5 6 7 8 9 Have done Once Severa: Monthly Several Weekly Several Daily More than	FREQUENCY
this task in the times times times once per	1
but not in last per year per month per week day	1
past year year	
articipate in required physical exercise program	1 F
an training schedules	
repare documents for filing (e.g., label, alphabetize, place	
chronological order, etc.)	
repare list of wanted persons for department use	
eceive and evaluate telephone requests for police service	
emove reports from records systems	1
equest equipment repair	1
equest verification of warrants before service	1 1
eview other officers' incident reports for completeness and accuracy	1 1
chedule work assignments for other officers	1 {
ort and distribute mail	1
tamp serial numbers on bicycles	1 1
ummarize total shift activities in departmental logbook	
est and evaluate police equipment	
ain police dogs	
ransmit messages on teletype	
ype incident reports	
pdate directory of businesses in jurisdiction	
pdate dispatch records of officers on calls	
pdate inventory of supplies and equipment	1 1
pdate maintenance records on individual police cars	1
pdate records of warrants served	1
	1
pdate spot/pin maps	1
rite contract specifications for services or equipment	
rite interoffice memos	1 1
rite letters on behalf of the department	1 1
rite performance evaluation reports on other officers (e.g., peer ratings)	
rite policy material for department manuals	
rite reports to suggest changes in the law	
rite speeches	1
	<u></u>
LITY ELEID B. ADDEST SEABCH AND SEIZHDE	
UTY FIELD B: ARREST, SEARCH, AND SEIZURE	
dvise persons of constitutional rights	
•	1 1
pprehend juvenile offenders	1 1
rrest persons with a warrant	1 !
rrest persons without a warrant	

E-20

Conduct field search of arrested persons

		FREQU	ENCY SCAL	E				
1 Have done	LAST TWELVE M 2 3 Once Several in the times	4 Monthly	5 Several We times	6 7 sekly Several times	8 Daily	9		FREQUENCY RATING
but not in past year	last per year year	Р	er month	per week				
Jandust fr	lek or net d	own						
Necharna	firearm at De	erson						
Draw Wear	юп							
Handouff s	suspects or R	orisoners						
mpound p	roperty				• • • • • •			
Issue citati	ions for non	-traffic of	fenses					
(e.g., appe	arance ticke	ts, ordina	ince viola	itions)				
Obtain sea	irch warrants	and/or	make pro	per return				
Participate	in raids							• • •
Plan strate	gy for cond	ucting se	arches .	• • • • • • • • • • • • • • • • • • • •	<i>:</i>			
Plan strate	egy for maki	ng arrest	s				• • • • • • • • • • • • • • • • • • • •	
Rea est b	vstanders to	assist in	an appr	ehension .				
Searon mo	ovable auton	nobile un	der indep	endent prot	bable o	cause		
Search pr	emises or pr	operty in	cident to	arrest				
Search or	emises or D	roperty in	hot purs	suit situation	ns			
Search or	emises or o	roperty W	ith conse	nt				
Search pr	emises or p	roperty w	ith warra	nt				
Seize con	traband	, 						
Take into	custody per	son deta	ined by c	itizen				
DHTV EIS	ELD C: PATI	ROL FUN	CTIONS					
Advise of	roperty owne	ers or ad	ents of p	otentially ha	zardou	s conditie	ons	
Auriae pi	tarly or disa	hled pers	ons with	mobility pro	oblems			
	acity of aloa	D. 0 0 1 0 1 0						
Chack of	andition and	status of	assigne	d patrol equ	ipmen	t and veh	icle	
Chack or	ondition and	status o	f assigned persons f	d patrol equ	ipmen	t and veh	icle	
Check to	r wants/war	rants on	persons 1	d patrol equ through LEI	ipmen N	t and veh	icle	
Check for	r wants/war	rants on sons	persons fracation	d patrol equatorion	uipmen N	t and veh	icle	
Check for Check in Check in	or wants/war comes of per- idividuals/bu	rants on sons on sinesses	persons for comp	d patrol equal through LEII 	ipmen N licensi	t and veh	ements	
Check of Check he Check in (e.g., hu	or wants/war omes of per- idividuals/bu nting, liquor, arks and sol	rants on sons on sinesses dance proof grou	persons fraction for compermit, versions	d patrol equalithrough LEII	lipmen N licensi	t and veh	ements	
Check of Check he Check in (e.g., hu	or wants/war omes of per- idividuals/bu nting, liquor, arks and sol	rants on sons on sinesses dance proof grou	persons fraction for compermit, versions	d patrol equalithrough LEII	lipmen N licensi	t and veh	ements	
Check of Check he Check in (e.g., hur Check p	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots	rants on sons on sinesses dance proof grounding for sing for s	persons fracation for compermit, ver nds	d patrol equithrough LEII liance with adors, etc.) ations (e.g.,	licensi	t and veh	ements	
Check of Check he Check in (e.g., hur Check p	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots	rants on sons on sinesses dance proof grounding for sing for s	persons fracation for compermit, ver nds	d patrol equithrough LEII liance with adors, etc.) ations (e.g.,	licensi	t and veh	ements	
Check of Check in Check in (e.g., hur Check p Check p Check p Check p Check rain block)	or wants/war comes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad crossi	rants on sons on sinesses dance proof grounding for sons on so	persons fracation for compermit, vernds	d patrol equality depth	licensi	t and veh	ements	
Check of Check in (e.g., hur Check p Check p Check p Check s train blo Check s	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross tolen status	rants on sons on sinesses dance proof grounding for sons on proper reconstructions	persons for compermit, verinds ignal viol erty throughstration	d patrol equalithrough LEII liance with adors, etc.) ations (e.g., gh LEIN	licensi going 	and veh	ements gates,	
Check of Check in (e.g., hur Check p Check p Check p Check s train blo Check s	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross tolen status	rants on sons on sinesses dance proof grounding for sons on proper reconstructions	persons for compermit, verinds ignal viol erty throughstration	d patrol equalithrough LEII liance with adors, etc.) ations (e.g., gh LEIN	licensi going 	and veh	ements gates,	
Check of Check in (e.g., hur Check p Check p Check p Check s Check s Check v vahistes	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross ocking crossi tolen status ehicles for p	rants on sons on sinesses dance proof grounding for song)	persons for compermit, verification in the compermit of t	d patrol equithrough LEII liance with ndors, etc.) ations (e.g., gh LEIN	licensi going	around of	ements gates,	
Check of Check in (e.g., hur Check p Check p Check rain blo Check s Check v vehicles	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross icking crossi tolen status ehicles for per- ned dry fire-fire-	rants on sons on sinesses dance proof grounding for sons on proper regulation actions and the control of the co	persons for compermit, verinds	d patrol equathrough LEII liance with adors, etc.) ations (e.g., gh LEIN (e.g., snow)	licensi going	around g	ements gates,	
Check of Check in (e.g., hur Check p Check p Check p Check rain blo Check s Check v vehicles Clean a	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross cking crossi tolen status ehicles for p , etc.)	rants on sons on sinesses dance proof grounding for sons on proper regularing expansions	persons for compermit, vernds	d patrol equithrough LEII liance with ndors, etc.) ations (e.g., gh LEIN (e.g., snow)	licensi going 	around of	ements gates,	
Check of Check in (e.g., hur Check p Check p Check rain blo Check s Check v vehicles Clean a Collect	or wants/war omes of per- idividuals/bu nting, liquor, arks and sch arking lots ailroad cross tolen status ehicles for p , etc.) nd dry fire-fi nd inspect v	rants on sons on sinesses dance proof grounding for sons on proper regulations and mail	persons for compermit, verinds	d patrol equathrough LEII liance with ndors, etc.) ations (e.g., gh LEIN (e.g., snow)	licensi going mobiles	around g	ements gates,	

FREQUENCY SCALE DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	
1 2 3 4 5 6 7 8 9 Have done Once Several Monthly Several Weekly Several Daily More than	FREQUEN
this task in the times times times once per but not in last per year per month per week day	
past year year	
onfront, in a riot formation, groups of agitated people	
estroy animals	1
Dictate reports into recording devices	1
Orag from a boat to retrieve body or evidence	!
Ingage in high speed driving in congested area	1
Engage in high speed pursuit or response driving off road	}
Engage in high speed pursuit or response driving on open road	
Escort emergency vehicles	!
Escort money, valuables or people to provide security	ŀ
Escort processions (e.g., parades, oversized trucks, funerals)	1
Escort vehicles or persons through picket lines	1
Flag down trains (e.g., to prevent accidents)	1
Flush fuel spills	}
Follow suspicious vehicles (e.g., suspect, suspicious person, operator	
under the influence)	
dentity wanted vehicles or persons	ŀ
nform dispatcher by radio as to your status	l l
nspect chemical treatment of waterways for violations	1
nspect patrol vehicle for weapons and contraband	1
nvestigate air and water pollution complaints	ł
nvestigate complaints of illegal border crossings	i i
nvestigate unusual odors	1
nvestigate unusual sounds	
Make entries in individual patrol log	1
Operate fire truck pump controls	
Operate fire truck turret and fire hose handlines	1
Operate vehicle in driving rain	f .
Operate vehicle on dirt covered road	1
Operate vehicle on ice covered road	i i
Operate vehicle on snow covered road	ł
Participate in large scale area search parties	
Participate in meetings with other officers (e.g., briefings,	
departmental staff meetings)	
Patrol area containing labor pickets, marchers or demonstrators	1
Patrol freeways	ı
Patro! locations on beat which are potentially physically	
hazardous to citizens (e.g., construction site, attractive nuisance)	- 1
Patrol riot stricken or civil disturbance areas	1
Perform first line maintenance on fire truck (e.g., wash, check gauges)	
Perform first line maintenance on patrol vehicle	i
·	ţ
Perform weather watch service E-23	· L

DURING TH	T : 10T T	WELVE MO	FREC	DUENCY SO AVE PERFO	RMED TH	IS TASK ON	THE AV	ERAGE OF		
Have done this task but not in past year	2 Once in the last year	3	4 Monthly	5	6 Weekly	7	8 Daily	9		FREQUENCY
Physically Prepare Prepare Refill fire Report v regulatio Request Review i Search v Secure v Track pe Transcrii Transpo Transpo Transpo Transpo	y examination of extinguishment of the extin	g and p wanted guishers ns of so proper a up assist ation on ed busin or proper from so d notes nals red pers tal patie	persona person hool. c authorit tance. crimin nesses erty (e.e. cene (e.e. for rep	l equipmes or sto	nent to len vel or univ ty in a ellings close orints i	satisfy hicles fo	inspector own	tion required to the second se	y	
T	- orice	onare			 .					
DUTY F	HELD	D: PATE	ROL CO	NTACT						
Advise Comfor Commu Conduct Control Control Counse Deliver	victims t emot inicate ct pare hostil non-v el juver	s of the ionally with ment-juven e group riolent of niles	procedupset panagemale consistence (e.g., crowds	dures to persons nent and ferences demon	prosed diabor strator dinjuries	over st	rike d	isturbanc	es	
Direct Enforc Establi Evacua Explain	actions e cour sn fiel ate per n arres n dem	s of public trissued contains from the contains from the construction construction constructions of the constructi	olic ser l order cts (e.g om dan n to on on pern	vice per (e.g., w i., bar o gerous lookers hit to de	sonnel rits) wners, area emonst	arriving taxi dri taxi dri rators	y to as	etc.)		

FREQUENCY SCALE	
DURING THE LAST TWELVE MONTHS I HAVE PERFORMED THIS TASK ON THE AVERAGE OF.	
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this task in the times times times once per	RATING
but not in last per year per month per week day past year year	
pub. Yuli	
ight grass and forest fires	
ight structural fires	
ight vehicle fires	l
ill out field interrogation card	
ive street directions	
dentify ownership of livestock	
npound vehicles	
nterview suspicious persons	1 1
nvestigate suspicious vehicle	
ocate and observe crowd agitators	1 1
Mediate civil disputes	1 1
dediate family disputes	1 1
otify citizens of damage to their property	1 1
lace children in protective custody (e.g., child abuse)	1 1
ecruit confidential informants	1 1
efer persons to agencies providing social services	1 1
earch for bombs	1 1
ecure accident and disaster scenes	1 1
top recreational vehicles	
top vehicles to investigate, cite or arrest occupants	1 1
alk with people on the beat to establish rapport	i i
Varn offenders in lieu of arrest or citation] [
Vatch for illegal activity at labor disputes	ſ
vatori for megal activity at labor disputes	
OUTY FIELD E: RAILROAD POLICE FUNCTIONS (Please read each task. Many officers are responsible for some of these tasks.)	
ite persons for railroad safety violations	
theck fuel levels in refrigeration cars	1
heck trucks for hot boxes	1 1
onduct liability and claims investigations	1 1
ross state lines to enforce railroad laws	1 1
etermine location of high value loads from yard list	1
rive off road to escort train	1
	1 :
scort train through high crime areas	1
iuard strategic locations during civil disorders and strikes	i i
dentify and record expected arrival times of trains	1
dentify and record train identification number (lead engine number)	1 1
dentify and record train locations	1 1
dentify and record train movements	1 1
dentify contents of railroad cards for possible hazardous cargo	

FREQUENCY SCALE		
DURING THE LAST TWELVE MONTHS. I HAVE PERFORMED THIS TASK ON THE AVERAGE OF		
1 2 3 4 5 6 7 8 9 Have done Once Several Monthly Several Weekly Several Daily More than this task in the times times times once per	FREQUENCY RATING	
but not in last per year per month per week day past year year DUTY FIELD G: COMMUNITY RELATIONS		
Conduct community relations programs (e.g., safety programs, crime		
prevention, tours, C.B. watch)		38
Distribute printed material for public relations		39
Explain department recruitment policies		40
Hold property upon request for safekeeping		41
Mark valuables for persons		42
Organize neighborhood watch groups		. 43
Provide information to persons participating in ride-along program		44
Request publicity from news media	1 1	45
Respond to general information questions from the public		46
Teach driver's education classes		47
DUTY FIELD H: CRIMINAL INVESTIGATION		
Analyze and compare incidents for similarity of modus operandi (M.O.)	1 1	48
Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)	1	49
Conduct intelligence and personal property from crime scenes	1 5	50
Conduct intelligence activities on known or suspected offenders	1 1	51
Conduct on-the-scene suspect identifications (e.g., show-ups)	1 1	52
Confer with juvenile probation officer	i I	53
	1 1	54
Determine need for specialized assistance at a crime scene	1 1	55
	1 1	56
Determine whether recovered property is linked with a previous crime	1 1	57
Dispose of evidence no longer needed	1 1	58
Document chain of custody for evidence		59
Dust and lift latent fingerprints	1 .	60
Establish modus operandi (M.O.) of a suspect	1	61
	1 1	62
Examine dead bodies for wounds and injuries	1	63 64
	1 1	
Instruct and direct civilians in undercover operations	1	65 66
Interrogate suspect or witness with use of polygraph results	1 1	67
Interview complainants, witnesses, etc.	1 :	68
Interview medical personnel to obtain specific information	1 1	59
Locate witnesses to crime	i 1	70
Organize and conduct photo line-ups	1 .	70 71
Organize and conduct station-house line-ups	1 1	72
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FREQUENCY SCALE	
DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	
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Have done Once Several Monthly Several Weekly Several Daily More than this task in the times times once per	RATING
but not in last per year per month per week day	
past year year	
rganize surveillance of individuals or locations	
ackage evidence or personal property	
articipate in investigations with other law enforcement agencies	1
hotograph crime scene	1
hotograph latent fingerprints	3
hotograph line-up	1
repare criminal case summary sheet for prosecutor	•
repare felony complaint forms for warrant authorization	1
Prepare misdemeanor complaint forms for warrant authorization	
Prepare paperwork to file on extradition warrants	l l
Prepare witnesses for court testimony	1
Recommend the issuance of an arrest warrant	1
Record confessions in writing	1
Record location of physical evidence at scene	
Recover and inventory stolen property	1
Release confiscated property	
Review crime lab reports to guide investigation	
Review with medical examiner circumstances relating to a death	i i
Review records and pictures to identify suspects	
Search crime scenes for physical evidence	
Search dead bodies for personal property	1
	1
Search fire debris for evidence relating to the cause of the fire	1
Serve as deputy medical examiner	
Summarize in writing the statements of witnesses and mplainants	
Swear out complaints or warrants	
Tag evidence and confiscated properties	
Take custody of lost and found property	
Take statements of witnesses	.
Talk with families of adult suspects or defendants (advise, inform,	
notify counsel)	.
Talk with families of juvenile suspects or defendants (advise, inform,	
notify, counsel)	
Trace stolen goods	
Transport property or evidence	
Utilize department records to assist in investigation	
Verify reliability and credibility of witnesses	
Verify the identity of deceased persons	
Witness autopsies	··

PURING THE FAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF	
	EDEOUENCE
1 2 3 4 5 6 7 8 9 lave done. Once. Several Monthly Several Weekly Several Daily More than	FREQUENCY
the task to the times times once per	
out not in last per year — per month — per week — day — ———————————————————————————————	
pass your year	
UTY FIELD I: AIRPORT POLICE OPERATIONS (Please read each task.	
any officers are responsible for some of these tasks.)	
dvise persons of alternatives to carrying prohibited items onto an aircraft	
rrest persons for violations of laws relating to airport operatons	1
ssist people to evacuate aircraft in emergency	i
rief private security personnel on changes in airport security procedures	1
heck aircraft tiedowns in severe weather and notify owners of problems	
heck baggage for long storage items	
heck gates in airport perimeter	1
heck ramp for overdue aircraft	.
heck registrations on aircraft	
lose down airport security screening in emergency situations	
oordinate services for airport tenants (e.g., snow removal)	
nforce airport rules and regulations	
scort juvenile offenders onto and off aircraft	.
scort non radio equipped vehicles onto airfield	
form persons of legal requirements relating to airport security	
spect airport runway conditions	
sure isolation of aircraft in appropriate emergency situations	
vestigate complaints about suspicious baggage at airport	
ecurity checkpoint	
vestigate complaints about supicious persons and activity at airport	
ecurity checkpoint	
vestigate complaints of injuries in airport terminal	
sue notice to airmen ("NOTAM")	
suc operational area identification cards	
sue safety permits for vehicles dispensing fuels in air operational	
rea (AOA)	
og and pass on information about nonfunctioning runway lights	
bserve hand carried baggage being run through airport security devices	
bserve persons being screened through airport security devices	
eceive and transmit on airport operations radio frequency	
eceive and transmit on aviation ground control radio	4
ecord air field landing activity for billing purposes	I
elease aircarrier baggage to owners	1
eize a piîot's license	1
ake decelerometer readings on airport runway braking conditions	1
/itness inspection of baggage or cargo on request of airline	
rite report on airfield conditions	1
rite tiedown list of aircraft parked on ramps	l l
The trade the following parties of famps	`
	1

FREQUENCY SCALE	
DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	1
1 2 3 4 5 6 7 8 9	FREQUENCY
Have done Once Several Monthly Several Weekly Several Daily More than this task in the times times times once per	RATING
but not in last per year per month per week day	
past year year	
DUTY FIELD J: PHYSICAL ACTIVITIES	
Break through doors using force	Account the company of
Climb through openings (e.g., windows)	j.
Climb up or over obstacles	1
Crawl in confined areas (e.g., attics)	1
Orag or pull heavy objects or persons	1
	1
lump across obstacles	4
Jump down from elevated surfaces	
Jump over obstacles	l .
Lift heavy objects or persons	Į.
Perform duties while wearing heavy equipment (other than gun belt)	1
Physically push movable objects	
Physically restrain crowds	
Pickup and carry heavy objects or persons	
Pull self through openings	
Puil self up over obstacles	
Run after fleeing suspects	1 :
Run up stairs	1
Stand continuously for more than one-half of the work shift (e.g., guard	
duty or point control)	
	}
Subdue attacking persons	1
Subdue subject resisting arrest	L.
Swim to rescue and search	1
Wade through marshes, swamp land or waterways	· · · · · · · · · · · · · · · · · · ·
Walk continuously for more than one-half of the work shift	
(e.g., foot beat)	
DUTY FIELD K: DETENTION AND CUSTODY PROCEDURES (Please read each	
task. Many officers are responsible for some of these tasks.)	
Administer medication to prisoners	
Aid prisoners to contact bondsman	
Aid prisoners to contact legal counsel	i i
Answer inquiries concerning prisoners	
Approve passes into detention facilities	l .
	l
Arrange for professional assistance for prisoner's personal problems	
Assign inmates to work details	
Attend prisoner's disciplinary hearing	1
Audit funds in inmate trust account	1
Book prisoners by completing arrest forms	
Calculate good time status of prisoners	
E-30	

			FRE	QUENCY SO	CALE			
DURING TH	E LAST	TWELVE MO	ONTHS, I F	IAVE PERFO	RMED TH	HS TASK ON	THE AV	ERAGE OF:
1	2	3	4	5	6	7	8	9
Have done	Once	Severai	Monthly	Several	Weekly	Several	Daily	More than
this task	in the	times		times		times	•	once per
but not in	last	per year		per month		per week		day
past year	yea:							•

FREQUENCY RATING

Change dressings and bandages on injured prisoner		32
Check identity of prisoners leaving facility		33
Check individual making bond for wants or warrants		34
Check legal status of the case of prisoners		l
Check weapons in and out of detention facility		35
Classify inmates according to age, sex, and offense		36
Collect and distribute inmate mail		37
		38
Collect orders from prisoners for purchasing personal items		39
Compare photographs or fingerprints to write identity of prices		40
Compare photographs or fingerprints to verify identity of prisoners		41
Complete documents for transfer of prisoner to county jail		42
Complete documents for transfer of prisoner to state prison		43
Conduct facility inspection		44
Conduct prisoner roll call		45
Confer with physicians regarding prisoner's medical condition		46
Counsel prisoners concerning personal problems		47
Distribute hygiene supplies to prisoners		48
Distribute money draw slips to prisoners		49
Escort prisoners to medical appointments		50
Examine physical condition of prisoners		51
Feed prisoners		52
Fingerprint prisoners		53
Guard prisoners detained outside jail		54
Inform bonding agent of condition for bonding		55
Inspect identification of visitors		56
Instruct prisoners in facility rules and regulations		57
Issue prisoner clothing and bedding		58
Inventory prisoners' personal property		59
Investigate injuries to prisoners		60
Operate cell block controls		61
Patrol cell blocks and secured areas		52
Perform library services	I	63
Photograph prisoners		64
Place holds on prisoners and notify department holding warrant		85
Prepare hold cards		66
Process evidence seized at custodial search		67
Process prisoners for release		68
Process probation applicants		69
Receive and act on court-orders (e.g., habeas corpus)		70
Receive money for prisoner's trust account		71
Record changes in bonds		72
Record injuries to prisoners		73
F=31	******	13
· - · ·		

Have done Once Several Monthly Several Weekly Several Daily More than this task in the times times times once per but not in last per year per month per week day Record prisoner's phone calls Respond to prisoner's written questions Review arrest documents before accepting prisoner Review bond applications Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Supervise prisoner work details Update information on bail bonding agencies DUTY FIELD L: EMERGENCY AID ACTIVITIES	74
Record prisoner's phone calls Respond to prisoner's written questions Review arrest documents before accepting prisoner Review bond applications Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners	75 76 77 5 6 77 8 9 10 11 12 13
Review arrest documents before accepting prisoner Review bond applications Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners ———————————————————————————————————	75 76 77 5 6 77 8 9 10 11 12 13
Respond to prisoner's written questions Review arrest documents before accepting prisoner Review bond applications Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners ———————————————————————————————————	75 76 77 5 6 77 8 9 10 11 12 13
Review arrest documents before accepting prisoner Review bond applications Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners Update roster of current prisoners	76 77 5 6 7 9 10 11 12 13
Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners	77 5 6 7 8 9 10 11 12 13
Return prisoner's property Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners	5 6 6 7 8 9 10 11 12 13
Schedule visitors for prisoners Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners	6 7 8 9 10 11 12 13
Search property left for prisoners Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners ———————————————————————————————————	7 8 9 10 11 12 13
Search visitors Shakedown cell blocks and tanks Shakedown prisoners Strip search prisoners Supervise prisoner work details Update information on bail bonding agencies Update roster of current prisoners ———————————————————————————————————	9 10 11 12 13
Shakedown prisoners	
Strip search prisoners	
Strip search prisoners	12
Supervise prisoner work details	13
Update information on bail bonding agencies	
	14
DUTY EIGID I. EMEDICANOV AID ACTIVITIES	
DUTY EIGID I. CMEDCENCY AID ACTIVITIES	1
DUTY EIGID I. EMEDIENCY AID ACTIVITIES	
DUTY EIGID I. CMEDCENOV AID ACTIVITIES	
DUTY CICLD L. CMCDCCNOV AID ACTIVITIES	
Administer cardio-pulmonary resuscitation (CPR)	•
Administer mouth-to-mouth resuscitation	İ
Administer oxygen using oxygen supply device other than resuscitator	17
Administer oxygen using resuscitator	18
Apply first aid to control bleeding	L
Apply first aid to treat for abrasions	l l
Apply first aid to treat for amputations	1
Apply first aid to treat for animal bites	
Apply first aid to treat for broken bones	ł
Apply first aid to treat for burns	24
Apply first aid to treat for chemical burns	
Apply first aid to troat for convulsions	Ì
Apply first aid to treat for diabetic reaction	27
Apply first aid to treat for electric shock	2B
Apply first aid to treat for eye injuries	ł
Apply first aid to treat for gueshot wounds	30
Apply first aid to treat for gunshot wounds	31
Apply first aid to treat for heart attack	32
Apply first aid to treat for heat prostration	22
Apply first aid to treat for heat stroke	33
Apply first aid to treat for lacerations	34
Apply first aid to treat for heat stroke	34

FREQUENCY SCALE	
DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	
1 2 3 4 5 6 7 8 9 Have done Once Several Monthly Several Weekly Several Daily More than this task in the times times times once per	FREQUENCY RATING
but not in last per year per month per week day past year year	
Apply first aid to treat for puncture wounds	
apply first aid to treat for seizure	
apply first aid to treat for shock	
apply first aid to treat for sprains and strains	
apply first aid to treat for stroke	
Deliver babies	
DUTY FIELD M: PARKS AND WILDLIFE MANAGEMENT (Please rend each	
ask. Many officers are responsible for some of these tasks.) accept deposits on recreational equipment	
arrest or cite persons for importing illegal animals or plants	
rrest or cite persons for unlawful use of recreational vehicles or watercraft	
rrest or cite persons for violations of environmental laws or regulations	
rrest persons for removing trees or plant life from state land	
ssign jobs to forest fire fighters	
ertify furs after trapping seasons	
ite or warn persons for swimming violations	
lean, repair, and restock park facilities	
offect park use fees (e.g., golf fees, park rentals, etc.)	
ollect rabid animals	
omplete a Habitat Impact Report	
onduct background investigations for fish and game license vendor applicants	
onduct field surveillance for poachers	
onduct wildlife observations	
estroy or relocate animals for area game management	
etermine approximate age, sex, or species of animals	
ktricate persons trapped in damaged watercraft	
entify plant species	
entify-plant species	
spect campfires	
spect deer shiners for fireness	
spect deer shiners for firearms	
spect dredge, drilling, and dumping sites for compliance with environmental rules	1
nd regulations	
spect free standing waterfowl blinds	
spect frozen waterways for safety (e.g., ice fishing, ice-skating)	
spect marine safety devices for safety	
spect marine safety devices for safety	
spect park boundaries for land approach and	
spect park boundaries for land encroachmentspect park use permits	
speet pain use permits	Ì

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E-32

FREQUENCY SCALE DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF: FREQUENCY More than RATING Several this task in the once per but not in past year year Inspect refuse, septic and industrial waste haulers Inspect shooting preserves Inspect species collection permits Inspect traps and trappers for regulatory compliance 77 C-12 Install equipment on patrol vehicles Investigate land use violations 8 Issue permits allowing toxic substances to be placed in waterways Issue permits for salvage operations Issue permits for special use of public land and waterways Issue pet possession permits for wild animals Make campground security inspections Make fire inspections of woodlands 12 Measure weather conditions with instruments Notify boaters of hazardous weather conditions Observe persons for fishing violations 15 Observe persons for hunting violations Operate dam controls Operate marine pumping equipment Patrol waterways Patrol wilderness areas on foot 20 Perform as lifeguard 21 Place buoy and channel markers 22 Plan group controls 23 Pursue vehicles off road at high speeds 24 Pursue watercraft at high speeds 25 Recommend wildlife management plans Register campers Remove damaged vehicles from woodland areas 28 Remove water hazards (e.g., sunken boats, fallen trees) 29 Request specialized assistance to neutralize environmental spills 30 Restore free flow of waterway Select and train civilian conservation volunteers 32 Serve as prosecutor in court 33 Transport injured persons on skis 34 Transport injured persons on snowmobiles 35

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FREQUENCY SCALE DURING THE LAST TWELVE MONTHS. I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	
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past year year	
DUTY FIELD N: COURT PROCEDURES	
Act as court bailiff	
Act as department court officer	
Appear in court without testifying	
Arraign defendant in court	
Assemble potential juror list	
Attend bail bond hearings	
Collect fines	
Confer with prosecutor or city attorney prior to testimony regarding case	į.
Confer with prosecutor or city attorney regarding warrant authorization	1
Discuss cases with prosecutors or city attorneys following legal proceedings	ŧ
nstruct suspect on process for obtaining an attorney	!
Mail jury duty notices	ı
Notify witnesses to appear without subpoena	j .
Present evidence in legal proceedings	1
Review other officers' cases to be presented to prosecutor	i
Review reports and notes for court testimony	į .
Review warrants for completeness and accuracy	i
Serve subpoenas	1
Festify in civil cases	
Testify in criminal cases	1
Festify in liquor board hearings	l l
	1
Testify in parole or probation hearings	1
Testify in Secretary of State implied consent hearings	
OUTY FIELD O: TRAFFIC ACCIDENT INVESTIGATION	
Calculate vehicle speed using mathematical formulas	
Collect physical evidence from accident scenes	
Complete the standard traffic accident report form (UD-10)	ı
Determine contributing factors to an accident	l l
Determine fault in a traffic accident	1
Determine status of auto insurance	1
	ı
Diagram accident scenes	ì
Direct activities at scenes of accident investigations	ł
Follow-up extent of personal injuries resulting from traffic accident	i
dentify owner of vehicles involved in accident	i
dentify persons involved in traffic accident	
Inform driver of towed vehicle's location	

36

Trap pest animals

Inspect vehicle for fresh damage

FREQUENCY SCALE DURING THE LAST TWELVE MONTHS, I HAVE PERFORMED THIS TASK ON THE AVERAGE OF:	
5 6 7 8 9	FREQUENCY
Have done Once Several Monthly Several Weekly Several Daily More than	RATING
this task in the -times times car week day	
but not in last per year per month.	
past year year	ļ
/ information	/73
Instruct persons involved in an accident to exchange necessary information	74
Interview persons involved in traffic accident	rmation 75
total relieve towy truck operators or mechanics for relevant traffic accident into	mation
the state of good vehicle accidents	
laugation to traffic accident scene to identify point(s) of impact	
tance ditation(s) in traffic accident	
Lagge witnesses to traffic accidents	
the same strid marks	
Thetagraph accident scenes	
Protect traffic accident physical evidence for collection	9
Remove debris from accident scene	10
Request emergency assistance for traffic accident (e.g., wrecker, ambulance	,
salt truck)	11
Review accidents with accident investigators	
Review accidents with accident investigators	13
Search accident scenes for physical evidence	
Search accident scenes for physical system. Set priorities for action at accident scene	15
Take coordinate measures of traffic accident scenes (e.g., triangulation)	16
Take precautions to prevent additional accidents at accident scene	17
Test operating condition of accident vehicle equipment	
DUTY FIELD P: TRAFFIC PATROL	13
Administer roadside sobriety test	19
the angle of traffic engineering needs	
the second of children's violation of traffic laws	
a succession of the succession	
the abtaining blood or urine samples for sobriety tests	
B101	
A solid etended motorists	
City or proof rockless drivers	
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Olask vahioton using radar	
Clock vehicles using radar	28
Complete DUIL arrest reports	29
Count traffic flow using automatic devices	
Count traffic flow using automatic devices Direct pedestrian traffic	31
Direct pedestrian traffic	32
Direct traffic using barriers	33
Direct traffic using flare pattern or traffic cone patterns	34
Discrete traffic using flashlight or illuminated baton	

Direct traffic using hand signals

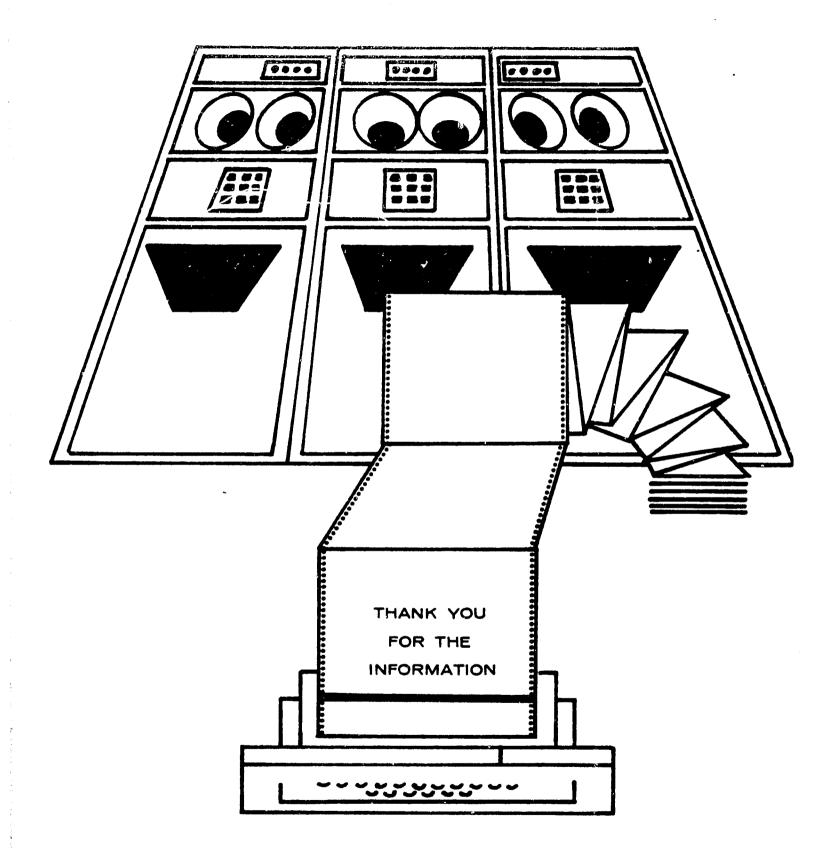
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Work vehicle inspection lane		.
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IMPORTANT

After Step 2

Return to Section One, Background Information, and complete Item 26.



STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

SUPERVISOR'S RATING OF THE CONSEQUENCES OF INADEQUATE TASK PERFORMANCE



MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

7426 NORTH CANAL ROAD, LANSING, MICHIGAN 48913 PHONE: (517) 322-1946

CONSEQUENCES OF INADEQUATE PERFORMANCES



JANUARY 1979

INTRODUCTION

The information you provide in this booklet will be extremely important to the law enforcement profession in Michigan. Your responses will help the Michigan Law Enforcement Officers Training Council (MLEOTC) meet its statutory responsibility of establishing mandatory minimum selection and training standards for the entry-level patrol officer position.

A representative statewide sample of police agencies has been identified so that supervisors from every size and type of department will be surveyed. You are one of approximately 700 police supervisors who will be completing survey bookiets.

You are being asked to provide information in this booklet concerning the nature of tasks that your patrol officers perform. Your responses will be grouped with those of other supervisors from across the state and will be used to make critical decisions about:

- 1. the mandated curriculum for the recruit training program.
- 2. selection criteria for police officer candidates.

This booklet is divided into two sections: Background Information and Task Factor Ratings. The Background Information section will allow you to describe yourself and your department. From this information MLEOTC will develop profiles of agencies by size and type. The Task Factor Ratings section contains a list of patrol officer tasks and specific instructions for completing this section.

It is important that you complete the booklet as promptly as possible so that your responses will be included in the final survey report. Your department coordinator should have indicated to you the deadline for completing the survey.

When you have completed the survey, place the booklet in the envelope provided, seal it, and turn it in to your agency coordinator. It will only be opened by MLEOTC personnel.

The Michigan Law Enforcement Officers Training Council is grateful for your participation in this survey. MLEOTC needs the benefit of your knowledge and experience to make the decisions necessary to develop job-related selection and training standards.

THIS BOOKLET IS TO BE COMPLETED ONLY BY AN IMMEDIATE SUPERVISOR OF PATROL OFFICERS.

SECTION ONE BACKGROUND INFORMATION

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space.	MET NO.	9-11
	STATE CODE	12-13
		14-15

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NAME Inst middle	e lasi	
LOCATION OF YOUR AGENCY HEADQUARTERS	chy/twp	county
LOCATION OF YOUR WORK ASSIGNMENT	city/twp	county
TELEPHONE NUMBER WHERE YOU WORK ()	_	
YOUR PRESENT JOB TITLE IS:		
DIRECTIONS: V/rite the appropriate response in the block t	to the right of each question.	
1. YOUR TYPE OF AGENCY (write the numbers in the boxe	Municipal	18-17
2. YOUR SEX: (Write the number in the box)	Male	18
3. YOUR EQUAL EMPLOYMENT OPPORTUNITY COMMISSION CATEGORY (Write the number in the box):	American Indian	19

			78-79 C-1
8	ASSIGNED TO ASSIG	1 2	32
	YOUR EXPERIENCE IN SUPERVISING THE WORK OF OFFICERS ASSIGNED TO PATROL TYPE DUTIES (Write in the total years and mon'	ths): Years	Months
	(Write in total years and months).		29-31
	THE TIME YOU SERVED AS A PATROL OFFICER	Years	26-28 Youths
	YOUR EXPERIENCE IN LAW ENFORCEMENT (Write in total years and months):	Years	Months
	(Write in total years and months):		23-25
	YOUR EXPERIENCE WITH PRESENT AGENCY	Years	Months
	TOTAL ACENCY		20-22

SECTION TWO
TASK STATEMENTS

HOW TO REPORT CONSEQUENCES OF INADEQUATE PERFORMANCE RATING

This booklet will enable you to give ratings concerning the consequences of inadequate performance of tasks performed by officers in your agency. Rate only those tasks that patrol officers in your agency perform.

EXPLANATION

When a patrol officer fails to perform a task satisfactorily, the consequences are measured in terms of wasted manhours and money; loss of property; damaged equipment; escape of subjects; injury to self/others and/or loss of life, etc.

Some tasks performed by officers will result in disastrous consequences if not performed satisfactorily, while for other tasks, inadequate performance will result in minimal or slight consequences. Other tasks will fall between these externes.

Your Role

You are being asked to assess the Consequences of Inadequate Performance for the tasks performed by your patrol officers. You will use the following 7-point scale to make your ratings.

CONSEQUENCES OF INADEQUATE PERFORMANCE SCALE
THE CONSEQUENCES OF INADEQUATE PERFORMANCE FOR
THIS TASK ARE:

1 2 3 4 5 6 7
Minimal Not Very Fairty Serious Very Extremely Disestrous
Serious Serious Serious Serious

Example

In the following example, the supervisor used the scale to rate the Consequences of Inadequate Performance for the tasks performed by patrol officers. The supervisor rated the first task a 6 (Extremely Serious) because the consequences of failing to properly dust and lift a latent print may result in the inability to prosecute a dangerous individual. The second task was rated a 2 (Not Very Serious) indicating the consequences of inadequate performance of this task are not very damaging. The third task was not given a rating because the supervisor determined that patrol officers in that agency do not perform the task. The fourth task was rated a 4 (Serious) indicating the consequences of inadequately diagraming an accident scene are serious in nature.

1. Dust and lift latent fingerprints	<u>6</u> <u>2</u>
2. Dictate reports into recording devices	
3. Dispose of unclaimed property	
4. Diagram accident scene	4

What You Are To Do:

- a. Re-read the Explanation and Scale so that you become very familiar with them.
- b. Without making any ratings, read the first couple of pages of tasks in this section until you get a feel for the range of the consequences of inadequate performance.
- c. When you believe you have a workable knowledge of the scale, return to the first page of the task statements and begin your ratings. Do not healtate to use the extremes of the scale whenever you feel consequences of inadequate performance are either minimal or disastrous.
- d. At the end of the task statements for each duty field, there are several blank spaces, if there are tasks that are performed which are not listed, use the spaces to write in and rate those tasks.

Minimal Not Very Fairly Serious Seriou										
Minimal Netwery Fairly Serious	THE CONSE						ARE:			
DUTY FIELD A: ADMINISTRATIVE Analyze crime and accident statistics Answer inquiries regarding the progress of a case. Attend in-service training Collect vehicle impoundment fees Compile crime statistics Compile traffic accident statistics Compile traffic accident statistics Conduct background investigations on applicants for licenses e.g., liquor, pawn dealer) Control access to departmental records Describe persons to other officers (e.g., suspects, missing persons) Colspose of unclaimed property Colstribute subpoenas to officers Enter data on cards for filing Estimate property values of stolen or recovered goods Estimate property values of stolen or recovered goods Evaluate citizen complaints regarding tickets or other minor offenses Evaluate officers in basic or in-service training Evaluate officers in on-the-job training (student-coach) Exchange necessary information with other law enforcement officials File documents in records system (e.g., fingerprint cards, reports, etc.) Fingerprint persons for non-criminal reasons (e.g., professional licensing) Instruct in classroom setting Instruct in classroom setting Instruct on-the-job training Instruct on-the-job training Interview police officer applicants Investigate and report on police specificer applicants Investigate and report on police applicant on their equipment Investigate and equipment Investigate and equ	f	Not Very				-	- 1			RA'
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NOTE: THE REMAINDER OF THIS TASK
LISTING IS IDENTICAL TO THE TASK
LISTING IN THE PATROL OFFICER BOOKLET.

STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

SUPERVISOR'S RATING OF TASK TRAINING PRIORITY



MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

7426 NORTH CANAL ROAD, LANSING, MICHIGAN 48913 PHONE: (517) 322-1946

TRAINING PRIORITY RATINGS



JANUARY 1979

INTRODUCTION

The information you provide in this booklet will be extremely important to the law enforcement profession in Michigan. Your responses will help the Michigan Law Enforcement Officers Training Council (MLEOTC) meet its statutory responsibility of establishing mandatory minimum selection and training standards for the entry-level patrol officer position.

A representative statewide sample of police agencies has been identified so that supervisors from every size and type of department will be surveyed. You are one of approximately 700 police supervisors who will be completing survey booklets.

You are being asked to provide information in this booklet concerning the nature of tasks that your patrol officers perform. Your responses will be grouped with those of other supervisors from across the state and will be used to make critical decisions about:

- 1. the mandated curriculum for the recruit training program.
- 2. selection criteria for police officer candidates.

This booklet is divided into two sections: Background Information and Task Factor Ratings. The Background Information section will allow you to describe yourself and your department. From this information MLEOTC will develop profiles of agencies by size and type. The Task Factor Ratings section contains a list of patrol officer tasks and specific instructions for completing this section.

It is important that you complete the booklet as promptly as possible so that your responses will be included in the final survey report. Your department coordinator should have indicated to you the deadline for completing the survey.

When you have completed the survey, place the booklet in the envelope provided, seal it, and turn it in to your agency coordinator. It will only be opened by MLEOTC personnel.

The Michigan Law Enforcement Officers Training Council is grateful for your participation in this survey. MLEOTC needs the benefit of your knowledge and experience to make the decisions necessary to develop job-related selection and training standards.

THIS BOOKLET IS TO BE COMPLETED ONLY BY AN IMMEDIATE SUPERVISOR OF PATROL OFFICERS.

SECTION ONE BACKGROUND INFORMATION

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NAME OF YOUR AGENCY	 -		
LOCATION OF YOUR AGENCY HEADQUARTERS			
	city/twp	county	
LOCATION OF YOUR WORK ASSIGNMENT	city/twp		······································
TELEPHONE NUMBER WHERE YOU WORK ()		county	
YOUR PRESENT JOB TITLE IS:			
BRIEFLY DESCRIBE YOUR JOB ASSIGNMENT:			
DIRECTIONS: Write the appropriate response in the block	to the right of each question.		
1. YOUR TYPE OF AGENCY (write the numbers in the box 2. YOUR SEX: (Write the numbers in the law).	Municipal 01 Township 02 Sheriff 03 State Police 04 Railroad 05 Airport 06 Housing Authority 07 Local/County Park 08 Dept. Natural Res. 09 University/College 10		16-17
2. YOUR SEX: (Write the number in the box)	Male		18
3. YOUR EQUAL EMPLOYMENT OPPORTUNITY COMMISSION CATEGORY (Write the number in the box):	American Indian		19

4.	YOUR EXPERIENCE WITH PRESENT AGENCY (Write in total years and months):		Years	N nths 20-22
5.	YOUR EXPERIENCE IN LAW ENFORCEMENT (Write in total years and months):		Years	Months , 23-25
6.	THE TIME YOU SERVED AS A PATROL OFFICER (Write in total years and months):		Years	Months 26-28
7.	YOUR EXPERIENCE IN SUPERVISING THE WORK OF OFFICERS ASSIGNED TO PATROL TYPE DUTIES (Write in the total years and	months):	Years	29-31 Months
8.	ARE YOU PRESENTLY SUPERVISING THE WORK OF OFFICERS A PATROL TYPE DUTIES? (Write the number in the box):	SSIGNED TO Yes	_	32

SECTION TWO TASK STATEMENTS

HOW TO REPORT TASK TRAINING PRIORITY RATINGS

This booklet will enable you to give Training Priority Ratings on tasks performed by officers in your agency. Rate only those tasks that patrol officers in your agency perform.

When making your ratings, use the patrol officers that you supervise as the point of reference. Indicate what priority should be placed on this task for inclusion in the recruit training program based on the needs of your patrol officers. Do NOT base your judgement on what your training needs were when you performed the patrol function.

XPLANATION

Task Training Priority relates to the urgency, necessity, and order of importance placed upon a task for inclusion in a recruit training program. It is not feasible from either a learning or an economical point of view to include everything in a basic recruit training program. Therefore, the instruction must be concentrated upon those tasks that have the highest training priority.

Your Role

78-79 C-1

You are to (1) identify the tasks performed by patrol officers in your agency during their first year of employment, and (2) assign a training priority to each of these tasks. THERE ARE TWO SEPARATE STEPS YOU MUST FOLLOW TO COMPLETE THIS BOOKLET CORRECTLY.

STEP 1

On the next page begins an extensive listing of tasks performed by patrol officers. Read each statement. If officers in your agency perform this task during their first year on the job, place a check (*) in the first space to the right of the task statement. Don't check tasks that are not performed during the first year of employment.

It is important that you complete this step before proceeding to Step 2. By reading all of the tasks and checking those that are performed by patrol officers during their first year, you will form a better mental picture of their job. This will prepare you for Step 2.

TURN TO THE NEXT PAGE AND COMPLETE STEP 1 FOR ALL TASKS.

STEP 2

Priority means establishing something by order of importance or urgency. In this instance, you will be establishing the order of importance or urgency for training recruit officers to perform the tasks you checked.

Use the following 7-point scale to determine the training priority for each of the tasks you checked in Step 1. Write the number from the scale that best describes the priority in the Training Priority column. Do not hesitate to use the extremes of the scale when appropriate.

			NING PRIC			
THE PRIC	RITY FO	R PLACIN	NG THIS T	ASK IN A	RECRUIT	
TRAINING						
1	2	3	4	5	6	7
Very	Low	Fairty	Average	Fairly	High	
•	20#	•	~verage		niga	Very
Low		Low		High		High

Example

In the following example, the supervisor used the scale to rate the Training Priority of Tasks performed by patrol officers. The supervisor rated the first task a 6 (High) because this task is a part of a patrol officer's day-to-day job and it should be given a high priority for inclusion in a training program. The second task was rated a 1 (Very Low) indicating immediate performance of this task by a new officer is not critical and can be learned on the job using the department's dictating equipment. The third task was not given a rating because the supervisor determined that patrol officers in that agency do not perform the task. The fourth task was rated a 4 (Average) indicating the inclusion of this task in a training program should be given only an average training priority.

	¥	
	lf	Training
	Done	Priority
1. Document chain of custody for evidence	√	6
2. Dictate reports into recording devices		_1_
3. Dispose of unclaimed property		
4. Fingerprint prisoners	✓	4

NOTE: At the end of the task statements for each duty field, there are several blank spaces. If there are tasks that are performed which are not listed, use the spaces to write in and rate those tasks.

Begin applying Training Priority Ratings to those tasks you checked during Step 1.

STEP 1

RESPOND ONLY TO THE TASKS PERFORMED BY OFFICERS IN YOUR AGENCY DURING THEIR

TIIE 0010		TR	AINING PE	HORITY S	CALE	
PROGRAM	HILY FO	H PLACI	NG THIS T	ASK IN A	RECRUIT T	RAINING
PHOGHA	N 12:					
1	2	3	4	5	6	7
Very	Low	Fairly	Average	Fairly	High	Very
Low		Low	- 5	High	· · · · g · ·	High
Priority				, ngn		Priorit

CHECK	TRAINING
IF	PRIORITY
DONE	RATING

AGENCY DURING THEIR FIRST YEAR	Very Low Low Priority	Fairly Average Low	Fairly High High	7 Very High Priority	DONE	RATING
DUTY FIELD A: ADMINI	STRATIVE					
Analyze crime and accid						
Answer inquiries regarding	on the progress of		• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
Attend in-service training	ig the progress of	a Case	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • •		
Attend in-service training	nont food	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
Collect vehicle impounds	ient lees	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
Compile traffic assidant	·····	• • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • •		
Compile traffic accident	Statistics		••••	• • • • • • • • • • • • • • • • • • • •		ļ
Conduct background inv	stigations on appli	cants for lice	nses			
(e.g., liquor, pawn dealer) ·····	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
Control access to depart	mental records	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •			
Describe persons to other	r officers (e.g., sus	pects, missing	g persons)			
Design training materials	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	•••••••		
Dispose of unclaimed pro	perty	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •	<u> </u>	
Distribute subpoenas to	officers					
enter data on cards for	iling					
estimate property values	of stolen or recove	red goods		•••••		
zvaluate citizen complain	ts regarding tickets	or other mir	or offenses			
evalute college internship	students					
Evaluate officers in basic	or in-service training	ng				
Evaluate officers in on-th	e-job training (stude	ent-coach)		••••••		1
xchange necessary info	mation with other I	aw enforcem	ent officials			
ile documents in record	s system (e.g., finge	erprint cards	reports etc.)	• • • • • • • • • • • • • • • • • • • •		
ill out surveys (other th	an this survey)		1000110, 010.7			
ingerprint persons for n	on-criminal reasons	le.g. profess	ional licensing	• • • • • • • • • • • • • • • • • • • •		
nstruct in classroom sett	ing	(o.g., profess	nonar ncensnig	3)		
nstruct on-the-job trainin	1		• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
nterview police officer ap	policants	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
nvestigate and report on	police applicant's		• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
ssue bicycle licenses/rea	strations	Jackyroung .	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
ssue bicycle licenses/reg	nant	• • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
ssue departmental equip	notices	• • • • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • •	•••••••		
ssue pick-up or wanted i	ionces	• • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • •		
ssue supplies	formation in accord		• • • • • • • • • • • • • • • • • •	• • • • • • • • • • • • • • • • • • • •		
ocate documents and in	omiation in records	s system		• • • • • • • • • • • • • • • • • • • •		
Make major vehicle repair	s (e.g., beyond gen	ieral maintena	ance)			
lotify public agencies or	utilities of damage	to their equip	oment			
perate LEIN terminal to	check persons and	property				
perate LEIN terminal to	update data				!	
perate telephone console	or switchboard					
rder supplies and equip	nent					
articipate in firearms trai	ning , . , , ,					
articipate in military style	drill (e.g., parades	, honor quare	ds.			
olor guards)			*********			
		F_61				

NOTE: THE REMAINDER OF THIS TASK
LISTING IS IDENTICAL TO THE TASK
LISTING IN THE PATROL OFFICER BOOKLET.

STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

SUPERVISOR'S RATING OF TASK LEARNING DIFFICULTY



MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

426 NORTH CANAL ROAD, LANSING, MICHIGAN 48913 PHONE: (517) 322-1948

TASK LEARNING DIFFICULTY



JANUARY 1979

É-65

INTRODUCTION

The information you provide in this booklet will be extremely important to the law enforcement profession in Michigan. Your responses will help the Michigan Law Enforcement Officers Training Council (MLEOTC) meet its statutory responsibility of establishing mandatory minimum selection and training standards for the entry-level patrol officer position.

A representative statewide sample of police agencies has been identified so that supervisors from every size and type of department will be surveyed. You are one of approximately 700 police supervisors who will be completing survey booklets.

You are being asked to provide information in this booklet concerning the nature of tasks that your patrol officers perform. Your responses will be grouped with those of other supervisors from across the state and will be used to make critical decisions about:

- 1. the mandated curriculum for the recruit training program.
- 2. selection criteria for police officer candidates.

This booklet is divided into two sections: Background Information and Task Factor Ratings. The Background Information section will allow you to describe yourself and your department. From this information MLEOTC will develop profiles of agencies by size and type. The Task Factor Ratings section contains a list of patrol officer tasks and specific instructions for completing this section.

It is important that you complete the booklet as promptly as possible so that your responses will be included in the final survey report. Your department coordinator should have indicated to you the deadline for completing the survey.

When you have completed the survey, place the booklet in the envelope provided, seal it, and turn it in to your agency coordinator. It will only be opened by MLEOTC personnel.

The Michigan Law Enforcement Officers Training Council is grateful for your participation in this survey. MLEOTC needs the benefit of your knowledge and experience to make the decisions necessary to develop job-related selection and training standards.

THIS BOOKLET IS TO BE COMPLETED ONLY BY AN IMMEDIATE SUPERVISOR OF PATROL OFFICERS.

SECTIO	N ONE
BACKGROUND	INFORMATION

Do not JOB NO.	14
in this POP] 5-e
space. MET NO.	9-11
STATE CODE	12-13
	14-15

ME firs:	middle last		
ME OF YOUR AGENCY			
CATION OF YOUR AGENCY HEADQUARTERS	city/twp	county	
CATION OF YOUR WORK ASSIGNMENT	city/twp	county	
EPHONE NUMBER WHERE YOU WORK ()	· ·	·	
JR PRESENT JOB TITLE IS:			
EFLY DESCRIBE YOUR JOB ASSIGNMENT:			
,			
YOUR TYPE OF AGENCY (write the numbers in the	9.3		
	Railroad		16.
YOUR SEX: (Write the number in the box)	Railroad		16.

4.	YOUR EXPERIENCE WITH PRESENT AGENCY (Write in total years and months):		Years	20-22 Months
5.	YOUR EXPERIENCE IN LAW ENFORCEMENT (Write in total years and months):		Years	23-25 Months
6.	THE TIME YOU SERVED AS A PATROL OFFICER (Write in total years and months):		Years	26-28
7.	YOUR EXPERIENCE IN SUPERVISING THE WORK OF OFFICERS ASSIGNED TO PATROL TYPE DUTIES (Write in the total years and	d months):	Years	29-31 Months
8.	ARE YOU PRESENTLY SUPERVISING THE WORK OF OFFICERS APATROL TYPE DUTIES? (Write the number in the box):	ASSIGNED TO Yes		

SECTION TWO TASK STATEMENTS

HOW TO REPORT TASK LEARNING DIFFICULTY RATINGS

This booklet will enable you to give Task Learning Difficulty ratings on tasks performed by officers in your agency. Rate only those tasks that patrol officers in your agency perform.

When making your ratings, use the patrol officers that you supervise as the point of reference. Determine the time it takes your officers to learn to perform a task satisfactorily, Avoid basing your judgment on how long it took you to perform the task.

EXPLANATION

Task Learning Difficulty refers to the time required for an officer to learn to satisfactorily perform a task. You know from experience that patrol officers can learn to perform certain tasks in a very short period of time. For some tasks, long periods of time are required to learn to perform the tasks correctly. Finally for other tasks, the time to learn to perform will fall between these extremes.

Your Role

78-79 C-1

You are being asked to assess the time required for patrol officers to learn to perform each task satisfactorily. You will use the following 7-point scale to make your ratings:

			ARNING D			
THE TIME	REQUIR	ED FOR	AN OFFICE	R TO LEA	IRN TO SATI	SFACTORIL
PERFORI	M THIS T	ASK IS:				
1	2	3	4	5	. 8	7
Very	Short	Fairly	Average	Fairly	Long	Very
Short		Short	-	Long	•	Long

Example

in the following example, the supervisor used the scale to rate the Task Learning Difficulty of tasks performed by patrol officers. The supervisor rated the first task, write narrative reports, a 6 (Long) because it takes new officers a long time to learn what is "essential information" and how to report facts accurately and concisely. The second task was rated a 3 (Fairly Short) indicating officers can learn to perform this task somewhat faster than an average task. The third task was not given a rating because the supervisor determined that patrol officers in that agency do not perform the task. The fourth task was rated a 1 (Very Short) indicating that issuing parking citations can be learned quickly.

1. Write narrative reports	6
2. Conduct frisk or pat down search	3
3. Dispose of unclaimed property	
4. Issue parking citations	_1_

What You Are To Do:

- a. Re-read the Explanation and Scale so that you become very familiar with them.
- b. Without making any ratings, read the first couple of pages of tasks in this section until you get a feel for the range of the time required for an officer to learn to satisfactorily perform the tasks.
- c. When you believe you have a workable knowledge of the scale, return to the first page of the task statements and begin your ratings. Do not hesitate to use the extremes of the scale whenever you feel that the time required to learn to perform a task is either very short or very long.
- d. At the end of the task statements for each duty field, there are several blank spaces. If there are tasks that are performed which are not listed, use the spaces to write in and rate those tasks.

RATING IF DONE

	 	
DUTY FIELD A: ADMINISTRATIVE		
Analyze crime and accident statistics		
Answer inquiries regarding the progress of a case		
Attend in-service training		
Collect vehicle impoundment fees		
Compile crime statistics		
Compile traffic accident statistics		
Conduct background investigations on applicants for licenses		1
(e.g., liquor, pawn dealer)		
Control access to departmental records		1
Describe persons to other officers (e.g., suspects, missing persons)		1
Design training materials		. 1
Dispose of unclaimed property] [1
		1
Distribute subpoenas to officers		1
Enter data on cards for filing		1
Estimate property values of stolen or recovered goods		1
Evaluate citizen complaints regarding tickets or other minor offenses		1
Evalute college internship students		2
Evaluate officers in basic or in-service training		2
Evaluate officers in on-the-job training (student-coach)		2
Exchange necessary information with other law enforcement officials		2
File documents in records system (e.g., fingerprint cards, reports, etc.)		2
Fill out surveys (other than this survey)		2
Fingerprint persons for non-criminal reasons (e.g., professional licensing)		2
Instruct in classroom setting		2
Instruct on-the-job training		2
Interview police officer applicants	1 1	2
Investigate and report on police applicant's background		3
Issue bicycle licenses/registrations		3
Issue departmental equipment		3
Issue pick-up or wanted notices		3
Issue supplies		3
Locate documents and information in records system		3
Make major vehicle repairs (e.g., beyond general maintenance)		3
Notify public agencies or utilities of damage to their equipment		3
Operate LEIN terminal to check persons and property		3
Operate LEIN terminal to update data		3
Operate telephone console or switchboard) [4
Order supplies and equipment	1 1	4
Participate in firearms training		4
Participate in military style drill (e.g., parades, honor guards,		
color guards)		4

NOTE: THE REMAINDER OF THIS TASK
LISTING IS IDENTICAL TO THE TASK
LISTING IN THE PATROL OFFICER BOOKLET.

STATEWIDE JOB ANALYSIS OF THE POLICE PATROL OFFICER POSITION

SUPERVISOR'S RATING OF TASK DELAY TOLERANCE



MICHIGAN LAW ENFORCEMENT OFFICERS TRAINING COUNCIL

7426 NORTH CANAL ROAD, LANSING, MICHIGAN 46913

TASK DELAY
TOLERANCE



JANUARY 1979

F-76

INTRODUCTION

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A representative statewide sample of police agencies has been identified so that supervisors from every size and type of department will be surveyed. You are one of approximately 700 police supervisors who will be completing survey booklets.

You are being asked to provide information in this booklet concerning the nature of tasks that your patrol officers perform. Your responses will be grouped with those of other supervisors from across the state and will be used to make critical decisions about:

- 1. the mandated curriculum for the recruit training program.
- 2. selection criteria for police officer candidates.

This booklet is divided into two sections: Background Information and Task Factor Ratings. The Background Information section will allow you to describe yourself and your department. From this information MLEOTC will develop profiles of agencies by size and type. The Task Factor Ratings section contains a list of patrol officer tasks and specific instructions for completing this section.

It is important that you complete the booklet as promptly as possible so that your responses will be included in the final survey report. Your department coordinator should have indicated to you the deadline for completing the survey.

When you have completed the survey, place the booklet in the envelope provided, seal it, and turn it in to your agency coordinator. It will only be opened by MLEOTC personnel.

The Michigan Law Enforcement Officers Training Council is grateful for your participation in this survey. MLEOTC needs the benefit of your knowledge and experience to make the decisions necessary to develop job-related selection and training standards.

THIS BOOKLET IS TO BE COMPLETED ONLY BY AN IMMEDIATE SUPERVISOR OF PATROL OFFICERS.

SECTION ONE BACKGROUND INFORMATION

Do not write	JOB NO.	0 0 0 14
in this	POP	5-8
	MET NO.	9-11
	STATE CODE	12-13
•		14-15

		الالا
AE first	middle last	
ME OF YOUR AGENCY		
ALTION OF VOID AGENCY LIFADOUADTED		
CATION OF YOUR AGENCY HEADQUARTERS _	city/twp	county
CATION OF YOUR WORK ASSIGNMENT	city/twp	
EPHONE NUMBER WHERE YOU WORK (city/twp	county
<u> </u>	<u> </u>	
JR PRESENT JOB TITLE IS:		
EFLY DESCRIBE YOUR JOB ASSIGNMENT:		
RECTIONS: Write the appropriate response in the	block to the right of each question.	
YOUR TYPE OF AGENCY (write the numbers in t	•	_
	Municipal	
	Sheriff 0	
	State Police 0	
	Railroad 0	
	Airport 0	
	Housing Authority 0 Local/County Park 0	
	Dept. Natural Res 0	
	University/College 1	, ,, ,
YOUR SEX: (Write the number in the box)	Male	1
	Female	2 1
YOUR EQUAL EMPLOYMENT OPPORTUNITY CO	MMISSION	
CATEGORY (Write the number in the box):	American Indian	
	Black	
	Caucasian (white)	
	Oriental	
	Spanish Surname Other (specify)	J
		6
		·

E-80

E-78

4.	YOUR EXPERIENCE WITH PRESENT AGENCY (Write in total years and months):		Years	Months 20-2
5.	YOUR EXPERIENCE IN LAW ENFORCEMENT (Write in total years and months):		(ears	Months 23-2
6.	THE TIME YOU SERVED AS A PATROL OFFICER (Write in total years and months):		/ears	Months 26-2
7.	YOUR EXPERIENCE IN SUPERVISING THE WORK OF OFFICERS ASSIGNED TO PATROL TYPE DUTIES (Write in the total years and		ears	Months 29-3
8.		SSIGNED TO Yes		

SECTION TWO TASK STATEMENTS

HOW TO REPORT TASK DELAY TOLERANCE RATINGS

This booklet will enable you to give Task Delay Tolerance ratings on tasks performed by officers in your agency. Rate only those tasks that patrol officers in your agency perform.

When making your ratings, use the patrol officers that you supervise as the point of reference. Indicate how much delay in performing a task is acceptable.

EXPLANATION

The delay tolerance of a task is a measure of how much time can be allowed between the time the officer becomes aware the task is to be performed and the time the officer must begin performing it. In other words, delay tolerance is the time which may pass without adversely affecting the successful completion of a task.

For some tasks encountered by patrol officers, no delay can **ever** be tolerated between the time the need for performance of the task becomes evident and the time actual performance must begin. The officer who encounters the task must be able to do it then and there, without any delay to learn how to do the task or to seek advice. For many tasks, more delay can be tolerated while the officer gets advice, checks departmental procedures, etc. Other tasks are even more tolerant of delay.

Your Role

78-79 C-1

You are being asked to assess the Task Delay Tolerance of the tasks performed by your patrol officers. You will use the following 7-point scale to make your ratings:

		TAS	K DELAY TOLE	RANCE SCAL	LE	
WHEN THE OFFICE AMOUNT OF DELA	R RESPONS	BLE FOR DO	ING THIS TASK	BECOMES AV	VARE OF THE	NEED TO PERFORM IT. T
1 Very Low (must do immediately)	2 Low	3 Fairly Low	4 Aver a ge	5 Fairly High	6 High	7 Very High (indefinite delay)

Example

In the following example, the supervisor used the scale to rate the Delay Tolerance of tasks performed by patrol-officers. The supervisor rated the first task a 6 (High) because writing narrative reports can be delayed, even to the end of a shift. The second task was rated a 1 (Very Low) because an officer must conduct a frisk as soon as it becomes apparent his safety may be endangered. The third task was not rated because the supervisor determined that patrol officers in that agency do not perform the task. The fourth task was rated a 3 (Fairly Low) since an officer may become aware of this task and related tasks at the same time and must prioritize the sequence in which they will be performed.

1. Write narrative reports	6
2. Conduct frisk or pat down search	1
3. Dispose of unclaimed property	
4. Measure skid marks	3

What You Are To Do:

- a. Re-read the Explanation and Scale so that you become very familiar with them.
- b. Without making any ratings, read the first couple of pages of tasks in this section until you get a feel for the range of the delay that can be tolerated before the task must be performed.
- c. When you believe you have a workable knowledge of the scale, return to the first page of the task statements and begin your ratings. Do not hesitate to use the extremes of the scale whenever you feel that tolerance of delay is either very low or very high.
- d. At the end of the task statements for each duty field, there are several blank spaces. If there are tasks that are performed which are not listed, use the spaces to write in and rate those tasks.

		TAS	K DELAY TOLE	RANCE SCAL	-E		
WHEN THE OFFICE	R RESPONS	IBLE FOR DO	NG THIS TASK	BECOMES AV	VARE OF THE	NEED TO PERFORM	I IT. TH
AMOUNT OF DELA	Y THAT CA	N BE TOLERA	TED BEFORE	PERFORMAN	CE BEGINS IS	S :	
1	2	3	4	5	6	7	
Very	Low	Fairly	Average	Fairly	High	Very	
Low		Low		High		High	
(must do			-			(indefinite	
immediately)						delay)	

RATING IF DONE

DUTY FIELD A: ADMINISTRATIVE		
Analyze crime and accident statistics		5
Answer inquiries regarding the progress of a case		e
Attend in-service training		7
Collect vehicle impoundment fees	1 1	8
Compile crime statistics		9
Compile traffic accident statistics		10
Conduct background investigations on applicants for licenses		
(e.g., liquor, pawn dealer)		11
Control access to departmental records	1	12
Describe persons to other officers (e.g., suspects, missing persons)	1 :	13
Design training materials	!!	14
Dispose of unclaimed property	1 1	15
Distribute subpoenas to officers	[[16
Enter data on cards for filing		17
Estimate property values of stolen or recovered goods		18
Evaluate citizen complaints regarding tickets or other minor offenses	1 :	19
Evalute college internship students	. !	20
Evaluate officers in basic or in-service training	1 1	21
Evaluate officers in on-the-job training (student-coach)	1 1	22
Exchange necessary information with other law enforcement officials	1 !	23
File documents in records system (e.g., fingerprint cards, reports, etc.)	1 1	
Fill out surveys (other than this survey)	1 1	24
Fingerprint persons for non-criminal reasons (e.g., professional licensing)	1 1	25
Instruct in classroom setting	1 1	26
Instruct on-the-job training	1 !	27
Interview police officer applicants	1 1	28
	1 1	29
Investigate and report on police applicant's background		30
Issue bicycle licenses/registrations		31
Issue departmental equipment	1 1	32
Issue pick-up or wanted notices		33
Issue supplies	1 1	34
Locate documents and information in records system	1 1	35
Make major vehicle repairs (e.g., beyond general maintenance)	1 1	36
Notify public agencies or utilities of damage to their equipment	1 ;	37
Operate LEIN terminal to check persons and property	! 1	38
Operate LEIN terminal to update data	i i	39
Operate telephone console or switchboard	1 1	40
Order supplies and equipment		41
Participate in firearms training		42
Participate in military style drill (e.g., parades, honor guards,		
color guards)		43

NOTE: THE REMAINDER OF THIS TASK
LISTING IS IDENTICAL TO THE TASK
LISTING IN THE PATROL OFFICER BOOKLET.

Appendix F

BACKGROUND CHARACTERISTICS OF PATROL OFFICER
RESPONDENTS FROM EACH AGENCY TYPE

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Department of Natural Resources
 L.P. Local Parks

BACKGROUND CHARACTERISTICS OF PATROL OFFICER RESPONDENTS FROM EACH AGENCY TYPE

			Ţ	RADITIONA	L AGENCII	ES			s	PECIALIZE	D AGENCIE	s
	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
Age in years (avg.)	30.2	28.1	31.1	31.5	32.4	32.2	30.5	28.5	32.4	35.2	37.0	37.0
Sex										1		
Male	174	425	593	401	376	285	55	85	42	77	133	38
Female	7	128	38	14	9	3	5	17	9	3	3	2
Years of education (avg.)	14.0	13.6	14.1	14.0	13.4	13.0	13.4	14.8	14.4	13.6	14.4	14.0
Ethnicity	L		L		L	<u> </u>				L		
American Indian	ļ	3	1_7	2	2	3	_0	11	0	1	2	0
Black	21	268	43	12	2	13	0	8	7	4	2	5
Caucasian	156	265	561	388	371	265	59	92	40	74	126	33
Oriental	0	10	8	7	5	0 3	0	0	0	0	0	0
Spanish Surname	 	4	7	3	1	3	0	0	$\frac{1}{3}$	1	7	2
Other Honths in present rank (avg.)	76.9	46.5	92.5	84.1	65.4	68.5	32.4	43.4	49.8	86.9	112.6	70.0
Honths with present agency (avg.)	78.1	46.4	94.8	80.7	64.5	75.2	35.0	45.0	49.9	88.6	129.8	75.3
Completed probation	1	79.4	34,0	50.7	J	13.6		73.0	72.7	- 50.0	163.0	13.3
Yes	130	543	544	371	319	246	47	75	49	75	132	37
No	41	7	79	31	52	29	13	26	Ť	- 'j -	1	3
Total months in law enforcement (avg.)	84.6	49.3	102.4	89.2	90.2	94.6	59.1	61.3	72.3	125.1	123.2	96.0
Total months in patrol (avg.)	77.4	44.3	86.5	80.0	82.0	77.5	47.1	55.8	59.7	120.2	123.3	93.6
Present patrol assignments	1											
One person vehicle	31	11	308	266	262	168	33	79	19	55	106	27
Two person vehicle	71.	461	220	88	74	82	21	10	22	1	1	8
Intorcycle	0	9	8	0		5	0	0	0	0	0	0
Foot		_50_	12	0	2		0		22	12	0	l
Other	66	24	70	45	36	_20	66	12	8		25	0
Present Shift	 			!	 _				.			
Days	58	189	194	111	104	82	19	40	19	20	_6]	12
Afternoons	62	179	203	144	127	105	22	32	17	26	31	16
Midnights	40	155	187	125	_108	79	_17	26	5	22	0	—1ŏ—−
Other	8.	30	33	22	36	11.	2	3	10	8	39	68.7
Percent Time Work Patrol Alone (avg.)	45.9.	14.5	65.6	76.7	75.2	66.1	65.7_	78.7	78.0	96		08./_
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Appendix G

TRAINING TASK GROUP DEFINITIONS

TRAINING TASK GROUP DEFINITIONS

Arrest and Detain

Tasks that involve the planning of arrests, the effecting of arrests with and without a warrant, and advising offenders of their constitututional rights.

Case Prosecution

Tasks that involve the preparation of complaints, requests for warrants and conferring with prosecuting officials regarding case prosecution.

<u>Civil</u> Disorders

Tasks that involve surveillance of and confrontations with groups of individuals, both violent and nonviolent.

Civil Process

Tasks that involve the service of subpoenas and service and enforcement of court orders.

Collection and Preservation of Evidence

Tasks that involve the examination and collection of evidence at crime scenes, (including diagramming, photographing, etc.), documenting the chain of custody and release of confiscated property.

Conflict Mediation

Tasks that involve the mediation of civil and family disputes.

Court Functions

Tasks that involve working with the court to obtain search warrants, arraign defendants and preparing witnesses to testify in criminal proceedings.

Crime Prevention

Tasks that involve performing community relations activities including tours, crime prevention and safety programs.

Crime Scene Search

Tasks that involve the planning and effecting of raids and searches and searching techniques to locate physical evidence from persons, objects and/or places.

Criminal Investigation

Tasks that involve the surveillance of individuals or locations, identification of witnesses and suspects (including conducting line-ups and show-ups) analyzing the Modus Operandi of suspects, reviewing department records and expert reports (medical examiner and crime lab reports), cooperating with and utilizing resources of other agencies and the recruiting of informants.

Driving

Tasks that involve the driving of a patrol vehicle in emergency and pursuit situations and under adverse conditions (including rain, snow, ice and heavy traffic).

DJIL Enforcement

Tasks that involve the identification and arrest of DUIL suspects, the administration of various tests to determine intoxication and testifying in implied consent hearings.

Emergency Preparedness - Disaster Control

Tasks that involve the search, evacuation and securing of accident and disaster scenes (including the search for bombs).

Field Notetaking and Report Writing

Tasks that involve the writing and transcription of field notes, completion of general incident reports (check-off and narrative formats) and the preparation of DUIL and prosecutor case summary report forms.

Fingerprinting and Palmprinting

Tasks that involve fingerprinting of prisoners.

Firearms Training

Tasks that involve participating in firearms training, weapons maintenance and the drawing and discharging of firearms at persons.

First Aid

Tasks that involve the application of first aid techniques and procedures in emergency situations.

Interview and Interrogation

Tasks that involve the interviewing of witnesses, interrogation of suspects and recording of statements and confessions.

Jail Operations

Tasks that involve the booking, searching and processing of prisoners (including collecting bond, examining and documenting the condition of prisoners, inventorying property and guarding of prisoners outside of a jail facility).

Juvenile Process

Tasks that involve the apprehension of juvenile offenders, counseling of juveniles and parents and the placement of children in protective custody.

Latent Prints

Tasks that involve the dusting and lifting of latent fingerprints.

Miscellaneous

Tasks that involve the testing, evaluation and repair of police equipment and the evaluation of complaints about tickets.

Motor Vehicle Accident Investigation

Tasks that involve the investigation and reporting of traffic accidents including interviewing drivers and witnesses, photographing and diagramming accident scenes, collecting physical evidence, determining fault and completing required accident report forms.

Office and Clerical

Tasks that involve the preparation of wanted persons lists, review of incident reports and scheduling of work assignments, and handling of lost and found property.

Patrol Operations

Tasks that involve the inspection of public and private places and facilities, the investigation of suspicious persons, vehicles and events, assistance to citizens involving non-criminal matters, warning offenders in lieu of arrest or citation and preparation of equipment and records for patrol.

Physical Training and Defensive Tactics

Tasks that involve noncombative physical activity (running, climbing, dragging, etc) and combative activities including handcuffing prisoners and subduing attacking or resisting subjects.

Police Communications

Tasks that involve the operation of police communication equipment to check the status of persons and property through a crime information system and to interact with the dispatcher regarding general police activity.

G-4

Search and Seizure

Tasks that involve the frisk or search of persons under field conditions, searches of automobiles, search of property with or without a warrant and the seizure of property and contraband.

Testifying in Court and Administrative Hearings

Tasks that involve the preparation and presentation of evidence in legal proceedings and testifying in criminal and non-criminal cases.

Traffic Control

Tasks that involve the directing of pedestrian and vehicular traffic, the monitoring of vehicular traffic for compliance with traffic laws, stopping vehicles to investigate, warn, cite or arrest violators and maintaining the orderly flow of traffic.

Training

Tasks that involve instructing and evaluating officers in a training setting.

Airport Police Operations

Tasks that involve the isolation and evacuation of aircraft in emergencies, checking of gates on airport perimeter and investigation of complaints about suspicious baggage.

Parks and Wildlife Management

Tasks that involve inspection of campgrounds and campfires; citing or arresting for unlawful use of recreational vehicles, violations of environmental laws and for swimming violations; observation for violations of hunting, fishing and poaching, patrol of waterway and pursuit of vehicles off the roadway.

Railroad Police Activities

Tasks that involve the inspection for obstructions on railroad right of ways, investigation of derailments, identification of hazardous cargos and the flagging down of trains.

Appendix H SELECTION TASK GROUP DEFINITIONS

SELECTION TASK GROUP DEFINITIONS

Arresting

Tasks involving the apprehension and arrest of offenders (with or without warrant).

Chemical Test

Tasks involving roadside and/or laboratory testing for the presence of significant alcohol levels.

Citation

Tasks involving the issuing of traffic or nontraffic citations.

Conferring

Tasks involving consultation and exchange of information with others (investigators, prosecutors, field contacts, etc.).

Decision Making

Tasks involving the gathering, analysis and evaluation of information in order to make proper determinations and take appropriate actions.

Directing

Tasks involving directing the action of others (other officers, citizens, etc.).

Emergency or Difficult Driving

Tasks involving operation of a motor vehicle in pursuit or emergency situations and/or hazardous driving conditions (e.g., ice covered roads).

Equipment Maintenance

Tasks involving the testing and maintaining of equipment (police equipment, patrol vehicle, etc.).

Escort and Transportation

Tasks involving the transporting or escorting of persons or property.

Evaluating

Tasks involving review and evaluation of the performance of other officers on-the-job or in training.

H-2

Explaining/Advising/Informing

Tasks that involve notifying, advising, counseling and otherwise informing persons or agencies with respect to a particular incident or circumstance (explain laws, answer inquiries, counsel juveniles, warn offenders, etc.).

Fingerprinting

Tasks involving the rolling of fingerprints.

Firefighting

Tasks involving the flushing of fuel spills and the fighting of fires.

First Aid

Tasks involving the application of first aid techniques and procedures in emergency situations.

Guarding

Tasks involving the guarding of persons outside of a detention facility (defendants at arraignments, children placed in protective custody, etc.).

Inspecting

Tasks involving the close-up inspection of persons, objects, vehicles, dwellings or businesses to examine evidence, check for damage, verify personal or vehicular identification, check suspicious circumstances, etc.

Interviewing

Tasks involving the interviewing of suspicious persons, witnesses, suspects and other persons.

Investigating

Tasks involving the investigation of suspicious, unusual, illegal or otherwise significant events or circumstances that require explanation.

Line-up

Tasks that involve conducting on-the-scene or photo line-up suspect identification.

Mediating

Tasks involving the control of crows and/or the mediation of disputes between individuals or groups.

Observation and Surveillance

Tasks involving stationary or moving surveillance to observe for suspicious or wanted persons or vehicles, vehicle code violations, etc.

Paperwork - Custody

Tasks involving the collection or return of prisoner property and the review and/or completion of documents associated with the processing and incarceration of prisoners (arrest documents, inventory logs, etc.).

Paperwork - Other

Tasks involving the generation, review, storage and retrieval of written information, such as, lists, files, warrants, subpoenas, etc.

Physical Activity

Noncombative tasks that involve physical activity, such as climbing, crawling, jumping, carrying, dragging, running, etc.

Planning/Scheduling/Organizing

Tasks involving the planning, scheduling or organizing of one's own activities and/or the activities of others.

Public Relations

Tasks that involve informing and/or assisting the public in order to provide general citizen assistance (help disabled persons, stranded motorists, etc.), improve police - community relations, provide information about law enforcement, etc.

Radio/Telephone

Tasks that involve communicating via police radio or telephone (requesting information, reporting one's status, responding to inquiries, etc.).

Review and Recall

Tasks involving the review and/or recall of pertinent information (wanted vehicles or persons, criminal activity in area, investigative findings, etc.).

Searching

Tasks involving the searching of persons, vehicles, buildings or geographical areas for contraband, evidence, witnesses, missing/wanted persons, etc.

Securing and Protecting

Tasks involving the securing of property, vehicles, buildings or locations (e.g., accident scene) and the protecting/collecting of physical evidence.

Sketching/Diagramming

1

Tasks associated with the sketching/diagramming of crime or accident scenes.

Subduing/Restraining

Tasks that involve restraining and/or subduing persons who offer physical resistance.

Testifying

Tasks that involve testifying in court or other legal proceedings (liquor board hearings, parole or probation hearings, etc.).

Traffic Control

Tasks involving the control of vehicular and pedestrian traffic by means of hand signals, flare patterns, etc.

Training

Tasks that involve the providing of on-the-job training.

Weapons

Tasks involving the maintenance and use of firearms (both in required qualifying and on-the-job).

Writing

Tasks that involve recording information and/or describing acts or events in writing (filling out incident reports, taking statements, recording confessions, making entries in patrol log, etc.).

Appendix I

LISTING OF ELIMINATED TASKS

LISTING OF ELIMINATED TASKS

- *A2 Answer inquiries regarding the progress of a case *A4 Collect vehicle impoundment fees *A6 Compile traffic accident statistics *AlO Design training materials *All Dispose of unclaimed property *A14 Estimate property values of stolen or recovered goods *Al6 Evaluate college internship students *A21 Fill out surveys (other than this survey) *A27 Issue bicycle licenses/registrations *A30 Issue supplies *A37 Order supplies and equipment
 A39 Participate in military style drill (e.g., parades, honor guards, color guards) *A41 Plan training schedules *A50 Sort and distribute mail A51 Stamp serial numbers on bicycles *A54 Train police dogs *A57 Update directory of businesses in jurisdiction *A59 Update inventory of supplies and equipment *A62 Update spot/pin maps *A63 Write contract specifications for services or equipment *A67 Write policy material for department manuals *C5 Check homes of persons on vacation *C8 Check parking lots *C14 Collect money from and maintain parking meters *C17 Destroy animals *C19 Drag from a boat to retrieve body or evidence *C25 Escort processions (e.g., parades, oversized trucks, funerals) *C32 Inspect chemical treatment of waterways for violations *C35 Investigate complaints of illegal border crossings *C46 Participate in meetings with other officers (e.g., briefings, departmental staff meetings) *C52 Perform first line maintenance on fire truck (e.g., wash, check *C56 Prepare clothing and personal equipment to satisfy inspection requirements *C59 Report violations of school, college, or university rules and regulations to proper authority *C67 Transport animals *D15 Explain arrest action to onlookers *D18 Fight aircraft fires *D22 Fill out field interrogation card *D23 Give street directions *D24 Identify ownership of livestock *D25 Impound vehicles *D34 Refer persons to agencies providing social services *D37 Stop recreational vehicles
- *Tasks of significance to one or more agency types (see Appendix J)

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*El Cite persons for railroad safety violations
*E2 Check fuel levels in refrigeration cars
*E3 Check trucks for hot boxes
*EA Conduct liability and claims investigation
E5 Cross state lines to enforce railroad laws
*E6 Determine location of high value loads from vard list
*F7 Drive off road to escort train
*E8 Escort train through high crime areas
*E3 Guard strategic locations during civil disorders and strikes
*EIG Identify and record expected arrival times of trains
*Ell Identify and record train identification number (lead engine number)
*E12 Identify and record train locations
™El3 Identify and record train movements
*E15 Inspect for damage and theft of railroad cargo
*E17 Inspect railroad cars for defects
*El8 Investigate employee theft
*E20 Investigate switch and rail malfunctions
*E27 Locate downed railroad communication wires
E23 Patrol passenger train
*E24 Patrol railroad yards on foot
*F25 Recommend disciplinary actions for railroad employees
*E26 Record locations of cargo inspections
*E27 Record proof of lading
*E28 Secure cardo
*E29 Start cooling units on refrigeration cars
*E30 Walk and locate high value railroad cars in yard
*F2 Collect fees for serving civil process
*F3 Collect money for sales of levied property
*F4 Determine exempt and nonexempt property for levy purposes
*F5 Distribute and collect election supplies
F6 Issue trustee sales notices
*F8 Plain route for civil process and subpoena service
*F9 Post probate notices, warnings, sale of property notices, etc.
*F10 Prepare advertisements and notices of the sale of property
FIL Second disposition of civil papers
F12 Record payments made in response to suite papers being served
*F13 Review return of civil process papers
*F14 Seize property in civil claims
*F15 Serve civil process papers
F17 Update master index dockets and case description for civil cases
*G2 Distribute printed material for public relations
*G4 Hold property upon request for safekeeping
"G5 Mark valuables for persons
*G6 Organize neighborhood watch groups
*G10 Teach driver's education classes
*H25 Organize and conduct station-house line-ups
*H55 Prepare paperwork to file on extradition warrants
*H48 Serve as apputy medical examiner
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whice of simulational to one or more agency types (see Appendix J)

LISTING OF ELIMINATED TASKS (continued)

*Il Advise persons of alternatives to carrying prohibited items onto an aircraft

*I2 Arrest persons for violations of laws relating to airport operations

*I4 Brief private security personnel on changes in airport security

*I5 Check aircraft tiedowns in severe weather and notify owners of problems

*I6 Check baggage for long storage items

*I8 Check ramp for overdue aircraft

*I9 Check registrations on aircraft

Ill Coordinate services for airport tenants (e.g., snow removal)

*Il2 Enforce airport rules and regulations

Il3 Escort juvenile offenders onto and off aircraft

*I14 Escort non radio equipped vehicles onto airfield

*Il5 Inform persons of legal requirements relating to airport security

*Il6 Inspect airport runway conditions

*I20 Investigate complaints of injuries in airport terminal

*I21 Issue notice to airmen ("NOTAM")

*I22 Issue operational area identification cards

123 Issue safety permits for vehicles dispensing fuels in air operational area (AOA)

*I24 Log and pass on information about nonfunctioning runway lights

*I25 Observe hand carried baggage being run through airport security

*I26 Observe persons being screened through airport security devices

*I27 Receive and transmit on airport operations radio frequency

*I28 Receive and transmit on aviation ground control radio

I29 Record air field landing activity for billing purposes

*130 Release aircarrier baggage to owners

*I31 Seize a pilot's license

*I32 Take decelerometer readings on airport runway braking conditions

*133 Witness inspection of baggage or cargo on request of airline

*I34 Write report on airfield conditions

I35 Write tiedown list of aircraft parked on ramps

*J21 Swim to rescue and search

*K2 Aid prisoners to contact bondsman

*K5 Approve passes into detention facilities

*K7 Assign inmates to work details

*K8 Attend prisoner's disciplinary hearing

*K9 Audit funds in inmate trust account

*Kll Calculate good time status of prisoners

*K12 Change dressings and bandages on injured prisoner

K18 Collect and distribute inmate mail

*K20 Collect orders from prisoners for purchasing personal items

*K23 Complete documents for transfer of prisoner to state prison

*K27 Counsel prisoners concerning personal problems

*K28 Distribute hygiene supplies to prisoners

^{*}Tasks of significance to one or more agency types (see Appendix J)

LISTING OF ELIMINATED TASKS (continued)

```
*K29 Distribute money draw slips to prisoners
*K35 Inform bonding agent of condition for bonding
*K37 Instruct prisoners in facility rules and regulations
*K38 Issue prisoner clothing and bedding
 K43 Perform library services
*K49 Process probation applicants
*K51 Receive money for prisoner's trust account
*K52 Record changes in bonds
*K58 Respond to prisoner's written questions
*K57 Review bond applications
*K59 Schedule visitors for prisoners
*K65 Supervise prisoner work details
 K66 Update information on bail bonding agencies
*L29 Deliver babies
 Ml Accept deposits on recreational equipment
*M2 Arrest or cite persons for importing illegal animals or plants
*M5 Arrest persons for removing trees or plant life from state land
*M6 Assign jobs to forest fire fighters
*M7 Certify furs after trapping seasons
*M9 Clean, repair, and restock park facilities
 *M10 Collect park use fees (e.g., golf fees, park rentals, etc.)
 *Mll Collect rabid animals
 *M12 Complete a Habitat Impact Report
 *M13 Conduct background investigations for fish and game license vendor
      applicants
  M15 Conduct wildlife observations
  MIE Destroy or relocate animals for area game management
  M17 Determine approximate age, sex, or species of animals
 *M18 Extricate persons trapped in damaged watercraft
 *M19 Identify plant species
 *M20 Impound recreational vehicles
 *M23 Inspect dredge, drilling, and dumping sites for compliance with
      environmental rules and regulations
  M24 Inspect free standing waterfowl blinds
  M26 Imspect ice shanties
  *M27 Inspect marine safety devices for safety
 *M28 Inspect off road vehicles
 *M29 Inspect park boundaries for land encroachment
  *M30 Inspect park use permits
  *M31 Inspect refuse, septic and industrial waste haulers
  *M32 Inspect shooting preserves
  M33 Inspect species collection permits
  *M34 Inspect traps and trappers for regulatory compliance
  *M35 Install equipment on patrol vehicles
  *M36 Investigate land use violations
  *M37 Issue permits allowing toxic substances to be placed in waterways
  M38 Issue permits for salvage operations
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LISTING OF ELIMINATED TASKS (continued)

```
*M39 Issue permits for special use of public land and waterways
M40 Issue pet possession permits for wild animals
*M41 Make campground security inspections
*M42 Make fire inspections of woodlands
M43 Measure weather conditions with instruments
*M45 Observe persons for fishing violations
M47 Operate dam controls
M48 Operate marine pumping equipment
*M50 Patrol wilderness areas on foot
*M51 Perform as lifequard
M52 Place buoy and channel markers
*M53 Plan group controls
M56 Recommend wildlife management plans
*M57 Register campers
*M58 Remove damaged vehicles from woodland areas
*M59 Remove water hazards (e.g., sunken boats, fallen trees)
M61 Restore free flow of waterway
*M62 Select and train civilian conservation volunteers
*M63 Serve as prosecutor in court
M64 Transport injured persons on skis
*M65 Transport injured persons on snowmobiles
M66 Trap pest animals
*Nl Act as court bailiff
*N3 Appear in court without testifying
*N5 Assemble potential juror list
*N6 Attend bail bond hearings '
*N7 Collect fines
*N12 Mail jury duty notices
*012 Inform driver of towed vehicle's location
*014 Instruct persons involved in an accident to exchange necessary
     information
*016 Interview tow truck operators or mechanics for relevant traffic
    accident information
*P4 Advise vehicle owners to remove abandoned vehicles
*Pl3 Count traffic flow using automatic devices
*P27 Investigate damage to roadway
*P28 Issue traffic citations to pedestrians
*P30 Issue parking citations
*P35 Manually count traffic flow
*P41 Operate traffic signals manually
*P45 Record pedestrian flow
*P51 Void citation upon compliance (e.g., no registration, no insurance,
    no operators license)
*P52 Work vehicle inspection lane
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^{*}Tasks of significance to one or more agency types (see Appendix J)

^{*}Tasks of significance to one or more agency types (see Appendix J)

Appendix J

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Department of Natural Resources
 L.P. Local Parks

					AGENC	IES F	ERFO	RMING	•	_		
			Ţ	RADITION	L AGENCI	ES			5	PECIALIZE	D AGENCH	ES
TASKS	S.P.	D.P.	L.C.	M.C.	Ş.C.	L.S.	5.5.	U.C.	A.P.	R.R.	N.R.	L.P.
A2 Answer inquiries regarding the pro-					1							1
gress of a case	2.95/87	2.77/43	1	2.78/59	3.26/79	3.20/62	2.75/87	3,28/57	1	3.60/44	3.00/91	2,50/65
A4 Collect vehicle impoundment fees					3.00/11	3.66/01				3.00/01		
A6 Compile traffic accident statistics			3.16/02			3.37/09	3.00/10	4.33/07		4.00/03		3.00/15
AlO Design training materials	!		4,00/04	<u> </u>	L	3,50/08	L	3.00/13		3.00/04	L	
All Dispose of unclaimed property		3.00/06		L	2.50/28	3.50/05	L		1	1	3.64/43	1
Al4 Estimate property values of stolen or	L		<u> </u>	l	L		L		l		l	i
recovered goods		2.56/52	L	2.50/70	2.56/79	2,50/77	İ	3.08/84		3.28/63	3.11/27	3.00/58
Al6 Evaluate college internship students	3.00/18							3.00/11			3.81/25	1
A21 Fill out surveys lother than this	L	L		L	l	l						
survey)		2,50/29	ļ	l	3.15/35		L	<u></u>	<u></u>	L	2.58/76	3,66/33
A27 Issue bicycle licenses/registrations		L	<u> </u>	L	2.73/38				I			
A30 Issue supplies	i	l	<u> </u>	<u> </u>	3.00/18	3.33/09			l		L	3.00/30
A37 Order supplies and equipment			L	3.00/09		3.77/10		L		3.00/10	3.20/46	
A41 Plan training schedules		3.20/03	4.20/02	3.00/04		3.00/04	l	3.66/10	Ĺ	4.00/03		4.00/03
ASO Sort and distribute mail			L					 	I	l	L	4.00/23
A54 Train police dogs	5.50/03	l	L	 	6.00/02			ļ	!		4.00/.3	
A57 Update directory of businesses in	 	L			Í ———			 	L			
iurisdiction			3.00/13	3.44/23	l	3.11/13	6.00/08	l	3.00/06	3.00/03	3.00/02	
A59 Update inventory of supplies and			L									
equipment						3.42/10			 		3.11/56.	3.00/25
A62 Update spot/pin maps			ļ			3.00/02	3.00/12		} _		ļ	
A63 Write contract specifications for	ļ								[
services or equipment		3.50/01		3.00/01	4.33/05	3.75/02		3.50/05	ļ		4_00/02	3.00/03
A67 Write policy material for department										ļ	} 	
manuals	4.25/01		3.20/02	3.75/02	4.00/07	5.00/02		4.00/07	 		4.50/02	5.00/05
C5 Check homes of persons on vacation C8 Check parking lots	3.29/90 2.66/88	1.04/94		3.47/87	3.72/95	2.12/90	3.00/97	2_90/53 3.00/96	2.50/69			4.00/90
	2.00/00	C.01/94			3,53/32	5.03/32		3.00/30	5.30103			4,(0)/90
C14 Collect money from and maintain								3 35 (80	 _			
parking meters	ļ		ļ		0.00140	20142		3,25/20	 	<u> </u>	1 00/02	ļ
C17 Destroy animals C19 Drag from a boat to retrieve body	L				2.86/49	2.10(31					3.29/93	
or evidence	7 15 (05	2 00/02	5 55 703	3,50/03	4 00/05	3 70/10	3 33/10		ļ		3.25/21	
C25 Escort processions (e.g., parades,	3.137.07	3.00/03	3-30/03	ראיסמיר.	4.00/02	3.707.10	3-13(10		 	<u> </u>	3.63/61	
oversized trucks, funerals)	2 52/25	2 57/20	2 55 747	2.62/62	2 07/74	2 (2/4)		2,60/30	3.00/20			
C32 Inspect chemical treatment of water-	2.327.30	2.3((50	5.33(41	C'BCIBC	2.01119	E-SELAY-		C.00/30	3.407.50			
ways for violations					5 00/02	3.33/03	4 00/02		i		3.92/50	
C35 Investigate complaints of illegal			 		בעוועוניב	7.37(77	3.00/.03	- 			- H16/3/64	
border crossings	3.40/04		4 00/02	6.00/07	4 22/01	2 90/05				4.50/20	1 00/05	
C46 Participate in meetings with other	3.40777		אראמארד	מיממקים	4.22/11	3.007.03				A SULCU.	A MAYNY -	
officers (e.g., briefings, depart-												
mental staff meetings)	2 77/02	2 72/47	2 47/73	2.73/82	2 25/75	7 10/05	2 60/77	2 41/92		3.66/41	2 69/05	
C52 Perform first line maintenance on	C.LLIZC.	FYTHT-	11111111	C.LILDC	T 77.	יייטטאגויייי	T-000-1	TOTTE -		-1-00/31	T-001'42"	
fire truck (e.g., wash, check gauges)					5.33/05				3.00/39		3.00/05	
C56 Prepare clothing and personal equip-					- EN TENA				-1-11111-13-		T-YDU'N'	
ment to satisfy inspection require-						·						
ments		3 05/84	2 82/85	2.60/8)	3 14/64	3 25/81	2 50/58	2 75/74	2 50/43	3 28/54	2 50/89	2_50/48
					14/14							
*Performing = CID > 2 // and W and	·					· · · · · · · · · · · · · · · · · · ·						

^{*}Performing = CIP > 3.0 and % performing > 0 or 2.5 < CIP < 3.0 and % performing > 25; % performing data are displayed beneath CIP data.

CIP AND PERCENT PERFORMING

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

					AGENC	IES F	ERFO	RMING	2					
			T	RADITIONA	L AGENCI	ES			S	PECIALIZE	D AGENCI	ES		
TASKS	S.P.	D.P.	LC.	M.C.	S.C.	L.5.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.		
C59 Report violations of school, college,														
or university rules and regulations	l				T		1							
to proper authority					2.88/25			3.72/81	1	5.00/01	†	3.00/13		
C67 Transport animals											2.88/93	12.002.00		
DIS Explain arrest action to onlookers	2.57/40	2.81/39	3.00/51	3.00/51		2.73/41	2.66/30	2.55/37	3.00/10	3.40/05	3.28/56			
DIB Fight aircraft fires					7.00/01		1		6.00/24	1	1			
D22 Fill out field interrogation card			3.20/43	2.90/44	3.69/29	3.22/29		3.12/54		3.00/43	3.00/18	3.00/35		
D23 Give street directions			1				1		I			3.00/93		
D24 Identify ownership of livestock			1	l	3.00/24				l	1	1	4.00/18		
D25 Impound vehicles	2.95/92	3.30/94	2.73/93	2.94/98	3.25/92	2.73/96	2.80/82		3.00/22	†	3.28/49			
D34 Refer persons to agencies providing					1	1				T	101207-12	1-1-201-03-1		
social services	2 80/62	3 18/79	2 81/83	2 66/85	3 47/70	2 80/75		2 66/43				3.00/38		
D37 Stop recreational vehicles		3.18/19	2 81/50	1.00.00	2 93/73	2.59774	3.00778	2.80/30		i	3.62/98	-2.00C30.		
El Cite persons for railroid safety			1.011.00	 	121307.10		0.00//	2700700	f		10.00120-			
violations	4.25/04	4.00/04		3.50/06	6 00/04				i	4,25/41	 -			
E2 Check fuel levels in refrigeration	11.207.04	7,00/01		3.307.00	0.00/01				<u> </u>	7163/31	 			
cars			 	 	 				· · · · · · · · · · · · · · · · · · ·	2.83/33	 			
E3 Check trucks for hot boxes					4.00/02					4.12/64	5 00/01			
E4 Conduct liability and claims inves-			·		7.00/02				 	71167.03	2.00/			
tigations			 	 	 				 	3.40/38				
E6 Determine location of high value		 	 	 	 					3.40/30	 -	 		
to betermine location of high value				 	 		 			4,70/99	 	 		
loads from yard list		f		 ~			<u> </u>		 	3.33/71	 -	 		
E7 Drive off road to escort train					 							 		
E8 Escort train through high crime areas					ł				}	4. 70/75	 	 		
E9 Guard strategic locations during	4 66 (01	4.50/03	7 20/01	6 00/01	4 55 (0)	4 50/01	 		 	4.70/58	 	 		
civil disorders and strikes	4.00/UI_	4.50/03	4. CAVAI	י אי אירי	14.00/01	4.30/.01_	 	———	ļ	4.70/58	 	 		
ElO identify and record expected arrival				 	l				 	2 44405		 		
times of trains					 		ļ			3.44/86		 		
Ell Identify and record train identifi-			2 22 121		ļ	2 22/04	 	2 00/06	 	2 22/22		 		
cation number (lead engine number)			3.00/04		ļ	3.33/04	 i	3.00/06	 	3.30/90.		 		
E12 Identify and record train locations				3.00/03	 	5.00/02	 			3.40/85	13.00701	 		
El3 Identify and record train movements				 -	 					3_30/84_		·		
E15 Inspect for damage and theft of	F 00 100	ļ	2 22 /11	2 00 /00	4 00 105	2 00/05			 	5 40100	ļ	 		
railroad cargo	5.00/02		3.33/11	3.00/08	4.00/05	3.00/05			ļ	5.40/98_	ļ			
El7 Inspect railroad cars for defects	3.00/03		3.66/03	4 00/05	6.00/01	3,33/01	<u> </u>	4.50/01	ŀ	3.37/61				
El8 Investigate employee theft E20 Investigate switch and rail malfunc-	3.00/03		3.66/03	4.00705	l	3.33/11		4.50/01	 	4.90/85				
	7 00/03		F 00/02	F 00 (0F	1 50/05	4 00/04				4 44/60		h		
tions	7.00/03		5,00/02	5.00/05	4,50/05	4.00/44	ļ		<u> </u>	4.44/69				
E21 Locate downed railroad communication										2 02 122				
wires										3.25/33				
E24 Patrol railroad yards on foot					ļ					4.50/99		I		
E25 Recommend disciplinary actions for										2 22 12				
railroad employees										3.57/24				
E26 Record locations of cargo inspections										4.10/88		<u> </u>		
E27 Record proof of lading							I			3.28/56				
E28 Secure cargo							<u></u>			4.77/91	ļ	·		
E29 Start cooling units on refrigeration										2 56 111		·		
cars										3.56/14				
E30 Halk and locate high value railroad														
cars in yard				L						4.30/96				
L			L											

CONTINUED 2 OF 5

CIP AND PERCENT PERFORMING

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

					AGENC	1 E S	PERFO	RMING	•			
			Ţ	RADITION	AL AGENC	IES			SPECIALIZED AGENCIES			
TASKS	5.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	RR.	N.R.	L.P.
F2 Collect fees for serving civil pro-												
cess			1		4.00/09							1
F3 Collect money for sales of levied			T	T	1	T				1		1
property	4.00/01	1	7	1	T	1	3.50/63	T .		1	1	1
F4 Determine exempt and nonexempt pro-			1						I			1
perty for levy purposes	T	1		1	T		3.00/07				T	
F5 Distribute and collect election	1			1	1			1		1		T
supplies		3.44/25	3.00/04		4.33/08							
F8 Plan route for civil process and	1	1				T	L	1	I			
subpoena service	3.00/03			1	7		1			1		3.00/08
F9 Post probate notices, warnings, sale		1			1				1		1	
of property notices, etc.	1	7			1			T		T	3.66/11	T
F10 Prepare advertisements and notices of		1	1	1	1		1	7	1	1		
the sale of property					1	1	3.00/05	T			1	1
F11 Record disposition of civil papers	1	1	4.50/01		1		3.00/22		1	1	3.50/05	1
F13 Review return of civil process papers	1	1		3.00/01	1			1	1		6.00/03	1
F14 Seize property in civil claims	T	1	1	î		3.77/06	1	1	1	T	5.00/15	
F15 Serve civil process papers		1	5.00/02	3,00/03	1	3.30/29	2.80/68	1		1	3.83/13	
G2 Distribute printed material for	1	1	1		1	1	1	1	·	1	1	1
public relations	1	1	1		3.22/32	2.73/29	2.60/38	1	ļ	i		3.50/40
G4 Hold property upon request for safe-	 	 	-	1	1	1	1220	 	1	1		
keeping	3.00/24	2.78/44	3.25/50	2.58/43	3.90/49	2.92/33	 	1			3.14/12	2.50/30
G5 Mark valuables for persons	2.81/30	1211911	15150755	121307.10	2.90/38			 	ļ	5.00/05	3.25/07	1
G6 Organize neighborhood watch groups	1-15:17:	3.75/05	3.00/02	3.00/01	4.00/07	3.25/04	† 	1	l	1	1	1
GlO Teach driver's education classes	3.66/01	1	13.13.31.32	1	16.00/02		1	 			5.00/01	
H25 Organize and conduct station-house	1	1	1		1	13.00	1	1	1		1	1
line-ups	4.07/07	1	4.75/02	3 80/02	5 10/09	4.10/04	4.00/02	5.00/01	t		1	
H35 Prepare paper ork to file on extra-	1	1	1	1	1	1		1	 		1	
dition warrants	4 B3/10	7.00/02	4 33/02	4 40/02	5 12/05	4.28/02	3.66/02	1	f		1	
H48 Serve as deputy medical examiner	5.14/03	1				4.40/11		1	1	 	1	1
il Advise persons of alternatives to	121.11112	 	121224	11.307.21	1	1	1.1.887.3.	1	l		1	
carrying prohibited items onto an	1	1		 	 	 		 		·	1	
aircraft	 	1	 	4.40/98		1						
12 Arrest persons for violations of laws	 	 			 	 	 	1	1.302.20		1	
relating to airport operators	3.00/01	1	 	 	 	3.25/04	 	 	5,20/59		 	1
14 Brief private security personnel on	1	1	 			14.1-41.45	 	 			1	
changes in airport security pro-	 	 	 	!	1	 	 			1	 	
cedures	 		 -	 	1	3.50/01		 	4.50/67	1	1	
15 Check aircraft tiedowns in severe	1	 	 	 	1	1	 	1	1	l	1	
weather and notify owners of problems		1	1	3.00/01	1	1	1		3.50/43	<u> </u>	6.00/01	ļ
15 Check baggage for long storage items	1	1	1	1 1 1	1	1	1	 	4.00/22	1	1	1
118 Check ramp for overdue aircraft	3.66/04	1	1	 	3.00/06	1	1	1	3.50/51	1	1	
19 Check registrations on aircraft	3.00/50	 	1	<u> </u>	1-100,00	1	1	 	2.70/35	1		
112 Enforce airport rules and regulations		1	1		1	1	3.00/10	1	4.80/94	1	1	
114 Escort non radio equipped vehicles	1	1	 		1	1	1-1-1/10	 	1		1	
onto airfield	 	1	 	 	 	3.66/02	t	1	3,60/73	1	1	
115 Inform persons of legal requirements	 	1	 		1	15,007.45		1	1			
relating to airport security	 	<u> </u>	1	 	1	1		1	4.40/80	†	 	t
116 Inspect airport runway conditions	4,00/01	1	 	 	1	4.00/02	1	1	4.00/51	1	1	
THE THEFET SHEWL CANALLINES	117,181,181				·	17170700			Larry			

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CIP AND PERCENT PERFORMING

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

	AGENCIES PERFORMING'											
			T	RADITION	L AGENC	ES			S	SPECIALIZED AGENCIES		
TASKS	S.P.	D.P.	L.C.	M.C.	s.C.	L.S.	5.5.	U.C.	A.P.	R.R.	N.R.	L.P.
120 Investigate complaints of injuries in												
airport terminal		<u></u>	5.00/01	5.00/01	5.00/02	3.00/05	3.00/02		4.40/80			1
[12] Issue notice to airmen ("MUIAM")	 _		L	L	L		L		3.50/33		I	T
122 Issue operational area identification	<u></u>	!	<u></u>		<u> </u>	<u> </u>	<u> </u>		1			
cards	!		L	L	<u></u>	1	L	L	13.00/31			T T
124 Log and pass on infermation about	<u> </u>	<u> </u>		L	L	<u> </u>	<u> </u>					
nonfunctioning runway lights			l	<u> </u>	<u> </u>	1	<u> </u>	L	3.50/47			
125 Observe hand carried baggage being	L	L	L	<u> </u>	 	<u></u>		l	<u> </u>			
run through airport security devices	L	L		5.00/01					3.80/92			
126 Observe persons being screened	l	<u> </u>	J	L	<u> </u>							
through airport security devices		<u></u>	l			7.00/01	<u> </u>		4.20/98			
127 Receive and transmit on airport oper-	l	<u> </u>	l		1	<u> </u>	1					
ations radio frequency		L				3.00/03		1	4.30/85			
128 Receive and transmit on aviation	Ĺ	<u> </u>	L	<u> </u>	l							
ground control radio						4.00/03			4.50/69		6.00/03	
130 Release aircarrier baggage to owners	L]			4.00/22			T
131 Seize a pilot's license	4.00/01	L							3.00/04		1	
132 Take decelerometer readings on air-			L			1					T	T
port runway braking conditions					I				4.00/31		7	1
133 Witness inspection of baggage or							1	T	1		1	
cargo on request of airline			6.00/01	Γ	1	4.00/01	T -		4.80/55		1	
134 Write report on airfield conditions		Γ				T			3,50/41		5.00/01	
J21 Swim to rescue and search	5.09/64	4.75/01	5.35/04	5.00/03	5.76/04	4.56/07	4.50/07		1		4.83/04	4 33/05
K2 Aid prisoners to contact bondsman					3.00/20		2.80/42	3.00/06			7	13.00/18
K5 Approve passes into detention facili-		1					1				7	F
tles		3.00/07	4.33/05	5,00/05	4.50/01	3.66/11			1		1	
K7 Assign inmates to work details		1	1			3.16/08	3.00/27		1		1	
K8 Attend prisoner's disciplinary					1		1		1		1	
hearing			3.00/02	<u> </u>	4.00/05		3.00/05					
K9 Audit funds in immate trust account			-			3.40/05					1	
Kll Calculate good time status of pris-						1					1	
oners					4.00/01		3.00/08		1		T	
K12 Change dressings and bandages on			 		1335134		1				†	
injured prisonar	3.00/07		6.00/07	3.00/05	6.00/05	3.75/08	3.00/17	6.00/03	1		3.33/02	
K20 Collect orders from prisoners for	0,007,5.		510075		10.001.00	37757	101007				1	
purchasing personal items			7.00/02			i						
K23 Complete documents for trunsfer of			7,100,00		·							
prisoner to state prison			6.00/02		6.00'01	4.25/05	4.00/17					
K27 Counsel prisoners concerning per-			5. 507.VL		0100. 51	1120700	11.00/ 11		-		1	
sonal problems	4.00/07		3.00/07	3 00/08	5 33/07		3,00/25				1	
K28 Distribute hygiene supplies to pris-	7,00/0/		3.00/01	3,007,00	3,33707		0.00/20				1	
oners			3,50/04		4 00/01	3.00/09	3 00/30				†	
K29 Distribute money draw slips to			0.30/04			2.00,03	2.00/.00		t f			
prisoners			3,00/01		4,00/01						t	
K35 Inform bonding agent of condition			A100/01		1129121	·						
for bonding	5.00/10	5.00/03	3.50705		4.25704			4.00701			 	3.00713
K37 Instruct prisoners in facility	2.00/ 10					 						
		3 00/00	3 40/06	3 00/16	5.00/04	3 00/12						5.00/10
rules and regulations K38 issue prisoner clothing and bedding		ער אמר איד.	7.30/00	עווייעעריי.	4.00/02	2.00/16			}		 	~:
IND ISSUE DEISUNER CIDENTING AND DEGGING		 	·		Tarming	3.00/02			 		 	
K49 Process probation applicants		 				13×1/1/1/2	<u> </u>				 	
K51 Receive money for prisoner's trust			3.00/02		4.00/01	3 50/12			 		 -	
account		L	3.00/02		4.00/01	3.30/12			L		<u> </u>	

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CIP AND PERCENT PERFORMING

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

	AGENCIES PERFORMING.											
			71	RADITIONA	L AGENCI	ES			5	PECIALIZE	D AGENCI	ES
TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P
K52 Record Changes in bonds		4.66/07	3.66/02	4.20/07	5,00/02	3.16/07	3.00/20				1	3.00/08
K55 Respond to prisoner's written ques-						I						
tions	 	 	 	 _		3.00/09	L				1	
K57 Review bond applications	 		4.25/02	3.00/03		<u> </u>	3.00/05	<u> </u>			L	4.00/05
K59 Schedule visitors for prisoners	}	 	3.25/03			3.00/06	ļ	} }		l	 	6.00/03
K65 Supervise prisoner work details	 	2 60/01	4,66/02	3.50/01	4.00/01	4.28/08		5 00 (0)			3.00/01	
1.29 Deliver babies M2 Arrest or cite persons for importing	 	13.60/01	5.00/05	4,20/04	5.93/03	5,94/03	 	5.28/01			 	
illegal animals or plants	3,00/01	 	 		5.00/02	4 00/02	 	├		 	2 66 (36	
M5 Arrest persons for removing trees or	13.00/01	 			13.00/02	14.00/02	 	 		}	3.66/15	
plant_life from state land	3,33/01	 	 		 	4 50/02	3,00/03	A DOZDA		 	3.37/48	
M6 Assign jobs to forest fire fighters	2.33(8)	 	 		}	13,300,05	2,00,03	7.00/03			1.00/10	
M7 Certify furs after trapping seasons	 				 	 	 			 	2.88/77	
M9 Clean, repair, and restock park	 	 			t — — —	 				 	12.00///	
facilities	1	 	1			 		1			 	3.00/28
MIO Collect park use fees (e.g., golf	 							1	,, ,- ,- ,- ,- ,- ,- ,- ,- ,- ,- ,- ,-	1	T	1
fees, park rentals, etc.)	1											2.50/40
Hll Collect rabid animals	3.00/03				7.00/01	1	3.50/03				4.37/10	1
M12 Complete a Habitat Impact Report											4.22/34	1
H13 Conduct back bund investigations for					i		L			I	I	
fish and game icense vendor appli-											L	
cants											3.68/90	<u></u>
M18 Extricate persons trapped in damaged						!	<u> </u>					
watercraft	3.75/01		<u> </u>		7.00/01	4.50/02	4.50/03				5.00/04_	6.00/08
M19 Identify plant species	3.00/03				L		Ļ			 	 	3.00/10
M20 Impound recreational vehicles	ļ		 		4.00/13	3.42/21	 	3.00/01		ļ	2.88/47	3.00/38
M23 Inspect dredge, drilling, and dumping			ļ			 	ļ			}	 	
sites for compliance with environ-	 	<u> </u>	ļ		ļ	ļ	20105				2 24 4 2 2	
mental rules and regulations M27 Inspect marine safety devices for				l .	 _	 	3,00/05			 	3.94/99	
safety	ļ				 	}	3.00/27			 -	2 75 100	2 00/22
H28 Inspect off road vehicles	2.87/27					2,77/25				 	3.76/98	3.00/25
M29 Inspect park boundaries for land	2.01121					6.77763	E-00/4/				K-04/A7	17.00/52
encroachment						 	3,00/05			 	 	
M30 Inspect park use permits	ļ					4.00/05	3,00,03			 -	 	3.33/75
M31 Inspect refuse, septic and industrial						4.00/03				i		12.22(12
waste haulers											3 00/82	3.00/10
M32 Inspect shooting preserves	t										13.007.05	4.00/08
M34 Inspect traps and trappers for req-											1	13.001.301
ulatory compliance					· · · · · · · · · · · · · · · · · · ·						2.76/99	
M35 Install equipment on patrol vehicles						5.00/13	3.00/10				3,12/93	3.00/33
M36 Investigate land use violations			4.00/01			4.00/06					2.76/94	
M36 Investigate land use violations M37 Issue permits allowing toxic sub-												
stances to be placed in waterways											4.10/07	
M39 Issue permits for special use of												
public land and waterways											3.00/74	4.00/13
M41 Make campground security inspections	3.00/19				4.00/07	3.33711					3.00/74	4.00/55
M42 Make fire inspections of woodlands							6.00/07				2.90/55	4.00/23
M45 Observe persons for fishing viola-												7 05 152
tions	 				3.00/15	3.33/12					3.05/99	4.00/93
M50 Patrol wilderness areas on foot							ļ				3.00/86	3 00/00
M51 Perform as lifeguard		 				 					4.50/04	13.42/495
M53 Plan group controls	ļ].			3.81/28	3.50/40
M57 Register campers	ì	L								L		3,30/40

CIP AND PERCENT PERFORMING

INFORMATION FOR ELIMINATED TASKS OF SIGNIFICANCE TO ONE OR MORE AGENCY TYPES

					AGENC	GENCIES PERFORMING				•				
	TRADITIONAL AGENCIES						SPECIALIZED AGENCIES							
TASKS	S.P.	D.P.	L.C.	M.C.	s.c.	L.S.	S.S.	UC.	A.P.	R.R.	N.R.	L.P.		
M58 Remove damaged vehicles from wood-							I							
land areas	 -		4.00/01	ļ	 	ļ	l	ļ	 			4.00/23		
M59 Remove water hazards (e.g., sunken	 	 	ļ	 	 -	ļ	 		 		12.30/22	2 00 105		
boats, fallon trees) M62 Select and train civilian conserva-	 	 	ļ	 		ļ	 	 			3,18/39	13.00/25		
tion volunteers	 		 			 		 	{		3.84/53	{		
M63 Serve as prosecutor in court	1		 	 			 		!		4.09/13	 -		
1/65 Transport injured persons on snow-											1			
mobiles	4.44/01					4.00/03					4.65/04	L		
NI Act as court bailiff	 		ļ	<u> </u>	5,00/04	ļ	2.50/43					Ļ		
N3 Appear in court without testifying	2 00/02	2.88/76	5.00/01	 -	F 00/04	 	3 00/05				2.84/85	4.00/63		
N5 Assemble potential juror list N6 Attend ball bond hearings	3.00/03 6.00/08	 	15.00/01	 	5.00/04 3.50/06	 	3.00/05		i		3.66/03	 		
N7 Collect fines	0.00700	 	 		3.00/06	 	 	 			7.00/05	 		
N12 Mail jury duty notices	 	 -	İ	 	4.00/01	 	4.00/03				4.00/01	†		
1012 Inform driver of toxed vehicle's	1				1.00		1				11111111111			
location	2.62/97	2,66/81	2.60/85		3.44/94	2.91/97	3.00/93	2.58/74	2.50/28			5.00/85		
014 Instruct persons involved in an														
accident to exchange necessary	1	 	<u> </u>	<u> </u>	} <u></u>	1	}	L			ļ. <u></u> -			
information	2.73/86	2.68/93	2.77/91_		13,33/84	2.69/92	3.66/70	2.75/88_	3.00/26		ļ	3.00/83		
016 Interview tow truck operators or	 	 		 	 									
mechanics for relevant traffic accident information	2 00/62	2.50/29	2 70/27		2 33/48	2.72/54	3 66/45	 			6.00/02	 		
P4 Advise vehicle owners to remove	20202	14.300	12171717	 	TATARTAK.	F-177-13	12200747				TOLUMUZ.	·		
abandoned vehicles	2.83/85	† 	t		3.11/89	2,75/86	3,20/85				3.00/23	4.50/53		
P13 Count traffic flow using automatic														
devices	 _	·	ļ		 	ļ	ļ				ļ	6.00/43		
P27 Investigate damage to roadway	3.27/69	2.83/29	3.10/63_	2.57/68	4.50/65	3.00/66	3.25/55	3.22/35	3.00/08		3.50/06	12.00/50		
P28 Issue traffic citations to pules-	12 12/53	3 55776	5 E7/37	 	2 66 (10	ļ	4,50/07	ļ	·		 -	-		
trians P30 Issue parking citations	(2///3/	3,22/76 2,50/94	5,3//3/	 	3,66/18	 	4.50/0/		3.00/45		 	3.00/13		
P35 Manually count traffic flow	 	12.11W 34			15-00/34-		3.33/12		ما ما الله الما الما الما الما الما الما	······································	 	12. DUT 311.		
P41 Operate traffic signals manually	1	4.00/04	3.00/08		4.71/11	3.42/03			I		1	-		
P41 Operate traffic signals manually P45 Record pedestrian flow					3.40/08									
P51 Void citation upon compliance (e.g.,												<u> </u>		
no registration, no insurance, no	3 16 165			 	=====	25 15 5	ļ		ļ					
operators license) P52 Nork vehicle inspection lane	3.12/87	ļ	3.00/06		3.28/48	2./5/36		2.85/50			6.00/13			
Poz Work Venicle inspection lane	 	 	יאהיהרחט"	 	3.50/03	 	<u> </u>		·		ļ 	4.00/10		
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Appendix K

CORE TASKS ARRANGED BY TRAINING TASK GROUP

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TASK FACTOR ABBREVIATIONS

C.I.P. - Consequences of Inadequate Performance T.P. - Training Priority L.D. - Task Learning Difficulty T.D.T. - Task Delay Tolerance

SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY IRAINING GROUP)

Training Group: ARREST & DETAIN - Tasks that involve the planning of arrests, the effecting arrests with or without warrant and advising offenders of their constitutional rights.

	Mean	Percent	TASK FACTOR RATINGS		
CORE YASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
B1 Advise persons of constitutional rights	5.70	96	very high	very low	very low
B4 Arrest persons without a warrant	5.46	97	high	low	low
C71 Transport prisoners	5.02	94	high	very low	
B3 Arrest persons with a warrant	4.94	93	high	low	low
BI5 Plan strategy for making arrests B23 Take into custody person detained by citizen	4.84	48	high	med	low
B23 Take into custody person detained by citizen	4.76	62	high		very low
P34 Make custodial traffic arrest (physical arrest)	4.44	84	high		very low
#16 Request bystanders to assist in an apprehension	4.40	09	med	med	low
D17 Explain nature of complaints to offenders	3.64	87	med	med	low
Bll Issue citations for non-traffic offenses (e.g., appearance tickets, ordinance violations)	3.53	86	high	Jow	low
NII Instruct suspect on process for obtaining an attorney	3.43	32	med	low	low
					
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL ACENCIES (ARRANGED BY TRAINING GROUP)

Training Group: CASE PROSECUTION - Tasks that involve the preparation of complaints, requests for warrants and conferring with prosecuting officials regarding case prosecution.

CORE TASKS	Mean	Percent	TASK FACTOR RATINGS			
	C.I.P.	Performing	т,р,	L.D.	T.D.1	
33 Pre,are felony complaint forms for warrant authorization 50 Swear out complaints or warrants 17 Review warrants for completeness and accuracy	4.90	44	high	high	med	
50 Swear out complaints or warrants	4.77	56	high	med	med	
17 Review warrants for completeness and accuracy	4.57	29 59 61	high	med	Tow	
37 Recommend the Issuance of an arrest warrant	4.48	59	high	med	med	
9 Confer with prosecutor or city attorney regarding warrant authorization	4.46	61	high	low	low	
37 Recommend the issuance of an arrest warrant	4.40	45	high	med	med	
8 Confer with prosecutor or city attorney prior to testimony regarding case	4.38	81	med	low	low	
8 Confer with prosecutor or city attorney prior to testiony regarding case 10 Discuss cases with prosecutors or city attorneys following legal proceedings	3.57	81 61	med	med	med	
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY IRAINING GROUP)

Training Group: CIVIL DISORDERS - Tasks that involve surveillance of and confrontations with groups of individuals, both violent and nonviolent.

	Mean	Percent	TASK FACTOR RATINGS			
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
C16 Confront, in a riot formation, groups of agitated people	5.49	15	high	med	very low	
06 Control bostile groups (e.g., demonstrators, rioters, or bar patrons)	4.97	62	high	high	very low	
C51 Patrol riot stricken or civil disturbance areas	4.77	13	high	med	Jow	
D28 Locate and observe crowd agitators D4 Communicate with management and labor over strike disturbances C47 Patrol area containing labor pickets, marchers or demonstrators	4.19	33	high	ned	very low	
D4 Communicate with management and labor over strike disturbances	3,76	19	med	high	low	
C47 Patrol area containing labor pickets, marchers or demonstrators	3.73	46	med	low	low	
07 Control non-violent crowds	3.48	65	red	med	low	
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Training Group: CIVIL PROCESS - Tasks that involve the service of subpoenas and service and enforcement of court orders.

CORE TASKS	Mean	Percent	TASK FACTOR RATINGS		
	C.I.P.	Percent Performing	T.P.	L.D.	T.D.T.
F16 Serve probate orders (e.q., mentals, juveniles, adult offenders) D12 Enforce court issued order (e.q., writs) N18 Serve subpoenas	4.15 3.94	25 49	med	med	med
D12 Enforce court (ssued order (e.g., writs)	3.94	49	med	med	low
NI8 Serve subpoenas	3.85	54	med	low	med
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Training Group: <u>COLLECTION AND PRESERVATION OF EVIDENCE</u> - Tasks that involve the examination and collection of evidence at crime scenes, (including diagraming, photographing, etc.) documenting the chain of custody and release of confiscated property.

0007 7101/0	Mean	Percent		CTCR RA	
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
H13 Document chain of custody for evidence	5.54	50	very high	med	low
H3 Collect evidence and personal property from crime scenes	5.26	83	very high	high	low
H39 Record location of physical evidence at scene H17 Examine evidence and personal property from crime scenes	5.16 4.97	66 65	h1gh h1gh	med high	very low
H17 Examine evidence and personal property from crime scenes			high		IOW
H29 Photograph crime scenes	4.90	31	high	med	loH
H2 Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)	4,76	08	high	high	low
H51 Tag evidence and confiscated properties	4.72	88	high	low	OM
HII Diagram crime scenes	4.72	39	ក1gh	high	OW
H40 Recover and inventory stolen property	4.65	72	high	med	low
H27 Package eyidence or personal property	4.61	76	high	med	low
H57 Transport property or evidence	3,98	79	med	low	med
H61 Witness autopsies	3,77	16	low	med	med
H41 Release confiscated property		32	med	med	high
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Training Group: CONFLICT MEDIATION - Tasks that involve the mediation of civil and family disputes.

CORF TAGUE	Mean	Percent Performing	TASK FACTOR RATI		
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	7.0.7
30 Mediate family disputes 29 Mediate civil disputes	4.65	90 57	high high	hìgh hìgh	low
29 Mediate civil disputes	4.00	57	high	hìgh	low
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Training Group: COURT FUNCTIONS - Tasks that involve working with the court to obtain search warrants, arraign defendants and preparing witnesses to testify in criminal proceedings.

CODE TACKS	Mean	Percent	TASK FACTOR RATINGS			
CORE TASKS	C.I.P.	Performing	Ť.P.	L.D.	T D.T.	
BIZ Obtain search warrants and/or make proper return H36 Prepare witnesses for court testimony N4 Arraign defendant in court	5.34	25 26	high	high	low	
H36 Prepare witnesses for court testimony	1 4.37	26	high	high	med	
M4_Arraign_defendant_in_court	3,63	42	med	low	low	
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Training Group: CRIME PREVENTION - Tasks that involve performing community relations activities including tours, crime prevention and safety programs.

CORE TASKS	Mean	Percent	TASK F	ACTOR R	ATINGS
CONC THING	C.I.P.	Performing	T.P.	L.D.	T.D.1
Gl Conduct community relations programs (e.g., safety programs, crime prevention, tours, C.B. watch)		L			1
watch)	3.52	21	med	high	rsed
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Training Group: CRIME SCENE SEARCH - Tasks that involve the planning and effecting of raids and searches and searching techniques to locate physical evidence from persons, objects and/or places.

	Mean	Percent	TASK F	CTOR RA	
CORE TASKS	C.I.P.	Performing		L.D.	T.D.T.
H45 Search crime scenes for physical evidence H47 Search fire debris for evidence relating to the cause of the fire H8 Determine need for specialized assistance at a crime scene B13 Participate in raids B14 Plan strategy for conducting searches	5.43	81	very high	high	very low
H47 Search fire debris for evidence relating to the cause of the fire	4.95	19	high	high_	100
HB Determine need for specialized assistance at a crime scene	4.83	68	high	med	very low
B13 Participate in raids	4.71	42	med	med	_low
B14 Plan strategy for conducting searches	4.59	21	high	high	low
H46 Search dead bodies for personal property C65 Track person from scene (e.g., footprints in snow or mud)	4.36	43	med	med	low
C65 Track person from scene (e.g., footprints in snow or mud)	4.32	79	high	high	low
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Training Group: CRIMINAL INVESTIGATION - Tasks that involve the surveillance of individuals or locations, identification of witnesses and suspects (including conducting line-ups and show-ups) analyzing the Modus Operandi of suspects, reviewing department records and expert reports (medical examiner and crime lab reports) cooperating with and utilizing resources of other agencies and the recruiting of informants.

| Mean | Percent | TASK FACTOR RATINGS |

	Mean	Percent		ACTOR RA	ITINGS
CORE_TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
HI6 Examine dead bodies for wounds and injuries	5.09	60	high	high	10w
N60 Verify the identity of deceased persons	5.02	37	med	med	low
R23 Locate witnesses to crime	4.97	79	high	med	very lov
H5 Conduct on-the-scene suspect identifications (e.g., show-ups)	4.69	34	high	hlah	low
H24 Organize and conduct photo line-ups	4.62	12	wed	high	Loed
1143 Review with medical examiner circumstances relating to a death	4.61	31	med	med	L low_
H4 Conduct intelligence activities on known or suspected offenders	4.58	24	high	high	ned
H59 Verify reliability and credibility of witnesses	4.52	40	high	high	med
1115 Establish modus operandi (M.O.) of a suspect	4.50	37	high	high_	med
119 Determine whether incidents are criminal or civil matters	4.46	88	high	med	very lov
1144 Review records and pictures to identify suspects	4.36	41	med	med	med
1193 Participate in investigations with other law enforcement agencies	4.34	56	med	med	JOM
A19 Exchange necessary information with other law enforcement officials	4.30	76	high	low	low
1842 Review crime lab reports to guide investigation	4.26	21	med	med	nied
HIO Determine whether recovered property is linked with a previous crime	4.21	65	high	med	low
HIO Decembing whather recovered property is 1:0ked with a previous trime	4.19	39	med	high	med
HS6 Trace stolen goods	4.16	55	high	high -	
H6 Conduct surveillance of individuals or locations		18			low
H26 Organize surveillance of individuals or locations	4.05		med	high	med
H5B Utilize department records to assist in investigation	4.03	68	high	med	med
III Analyze and compare incidents for similarity of modus operandi (M.O.)	3.94	45	high	<u>high</u>	med
H54 Talk with families of adult suspects or defendents (advise, inform, notify, counsel)	3.53	64	med	med	med
D33 Recruit confidential informants	3.49	42	<u>high</u>	high_	high
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Training Group: DRIVING - Tasks that involve the driving of a patrol vehicle in emergency and pursuit situations and under adverse conditions (including rain, snow, ice and heavy traffic).

CODE TASKS	Mean	Percent TASK		FACTOR RATINGS		
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
C20 Engage in high speed driving in congested area C22 Engage in high speed pursuit or response driving on open road C21 Engage in high speed pursuit or response driving off road C43 Operate vehicle on ice covered road	5.93	80	very high	high	very low	
C22 Engage in high speed pursuit or response driving on open read	5.71	71	very high	med	very low	
C21 Engage in high speed pursuit or response driving off road	5.60	37	high	med	very low	
C43 Operate vehicle on ice covered road	4.87	96	high	med	low	
#C44 Operate vehicle on snow covered road	4.77	94	high	e d sed	Tow	
C41 Operate vehicle in driving rain C23 Escort emergency vehicles	4.53	94	high	⊫ed	low	
C23 Escort emergency vehicles	4.43	52	med	med	very low	
C42 Operate vehicle on dirt covered road	4.37	77	high	OW	low	
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Training Group: DUIL ENFORCEMENT - Tasks that involve the identification and arrest of DUIL suspects, the administration of various tests to determine intoxication and testifying in implied consent hearings.

		Rean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	1 (C.I.P.	Performing	T.P.	L.D.	T.D.T.
P6 Arrest DUIL suspects P40 Operate "breathalyzer" instrument to test blood alcohol content H23 Testify in Secretary of State implied consent hearings P1 Administer roadside sobriety test P5 Arrange for obtaining blood or urine samples for sobriety tests		5.06	91 07	T.P. Very high	med high	very low
P40 Operate "breathalyzer" instrument to test blood alcohol content	7	1.65	07	high high high	high	low.
H23 Testify In Secretary of State implied consent hearings		1.34	45	high	med	IOM
Pl Administer roadside sobriety test		4.21 3.80	72 28	high	med	very lo
P5 Arrange for obtaining blood or urine samples for sobriety tests		3.8C	28	high	med	low
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Training Group: EMERGENCY PREPAREDNESS - DISASTER CONTROL - Tasks that involve the search, evacuation and securing of accident and disaster scenes (including the search for bombs).

CONT. TABUD	Mean Percent		TASK FACTOR RATINGS				
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.		
D35 Search for bombs D14 Evacuate persons from dangerous area D36 Secure accident and disaster scenes	5.75 5.34	47	high	med	very low		
D14 Evacuate persons from dangerous area	5,34	33	med	low	very low		
D36 Secure accident and disaster scenes	5,33	74	high	med	very low		
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Training Group: FIELD NOTETAKING AND REPORT WRITING - Tasks that involve the writing and transcription of field notes, completion of general incident reports (check-off and narrative formats) and the preparation of DUIL and prosecutor case summary report forms.

CORE TASKS	Mean	Percent	TASK FACTOR RATINGS		
	C.I.P.	Performing	T.P.	L.D.	T.D.1
49 Summarize in writing the statements of witnesses and complainants 32 Prepare criminal case summary sheet for prosecutor 66 Transcribe field notes for reports 72 Write narrative reports 11 Complete DUIL arrest reports 56 Type incident reports 15 Collect incident reports by checking off boxes or filling in blanks	4.88	68	high	hìgh	avg
32 Prepare criminal case summary sheet for prosecutor	4.58	29	high	med	ayg
66 Transcribe field notes for reports	4.36	78	high	med	avg
72 Write parrative reports	4.28	92	high	hìgh	avg
Il Complete Dill arrest reports	4.23	85	high	med	avg
156 Type incident reports	4.01	61	high	med	avg
115 Collect incident reports by checking off boxes or filling in blanks	3.53	26	high	med	avo
13 COLLEGE INCIDENCE CONTROL OF STREET				1	1 3.13
				 	
				 	
		 		 	
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Training Group: FINGERPRINTING AND PALIPRINTING - Tasks that involve fingerprinting of prisoners.

	Mean Percent Performing 4.32 40		Mean Percent TASK FACTO		CTOR RATINGS L.D. T.D.T med low	
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
K33 Fingerprint prisoners	4.32	40	high	med	low	
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Training Group: FIREARMS TRAINING - Tasks that involve participating in firearms training, weapons maintenance and the drawing and discharging of firearms at persons.

	Mean	Percent	TASK F		
CORE TASKS		Performing	T.P.	L.D.	T.D.T.
B7 Discharge firearm at person B8 Draw weapon A38 Participate in firearms training C13 Clean and inspect weapons	6.46	05 81	very high very high very high high	med	very lo
39 Draw weapon	5.78	81	very high	low	lvery lo
A38 Participate in firearms training	5.10	6.8	very high	low	avg.
Cl3 Clean and inspect weapons	4.83	87	high	low	low
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Training Group: FIRST AID - Tasks that involve the application of first aid techniques and procedures in emergency situations.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
L1 Administer cardio-pulmonary resuscitation (CPR)	6.24	26	very high	med	very low
L? Administer mouth-to-mouth resuscitation	6.17	18	very high	med	very low
118 Apply first aid to treat for heart attack	6.16	34	very high	med	yery low
L7 Apply first aid to treat for amputations ,	6,08	05	very_high	med	very low
L5 Apply first aid to control bleeding	5,95	58	very high	med	very low
L17 Apply first aid to treat for gunshot wounds	5.74	18	very high	ned	very low
L4 Administer oxygen using resuscitator	5,71	11	very high	med	very low
L14 Apply first aid to treat for electric shock	5.60	04	very high	med	very low
13 Administer oxygen using oxygen supply device other than resuscitator	5.56	14	very high	_med	very low
L23 Apply first aid to treat for poisoning	5.45	09	very high	_med_	yery low
L26 Apply first aid to treat for shock	5.20	32	very high	med	very low
L22 Apply first aid to treat for overdose	5.13	28	very high	med	yery low
110 Apply first aid to treat for burns	5.09_	18	very high	_med	very low
L13 Apply first aid to treat for diabetic reaction	5.07	16	very high_	ed	very low
L28 Apply first aid to treat for stroke	5.05	14	very high	ed	very low
L2O Apply first aid to treat for heat stroke	5.05	07	high	eci	very low
19 Apply first aid to treat for broken bones 1.24 Apply first aid to treat for puncture wounds	_5.04	28	yery high	nsed	yery low
L24 Apply first aid to treat for puncture wounds	5.01	32	high	ned	very low
119 Apply first aid to treat for heat prostration	4,99	06	high	med	yery low
L12 Apply first aid to treat for convulsions	4.96	20	very high_	_med	very low
L15 Apply first aid to treat for eye injuries	4.92	11	very high	med	very low
L25 Apply first aid to treat for seizure	4.84	23	high	med	very low
C68 Transport Injured persons	4.63	57	med	_low	yery low
L21 Apply first ald to treat for lacerations	4.45	45	high	104	yery low
L6 Apply first aid to treat for abrasions	3.61	46	high	low	low
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Training Group: INTERVIEW AND INTERROGATION - Tasks that involve the interviewing of witnesses, interrogation of suspects and recording of statements and confessions

I	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
HI9 Interrogate suspects	5.09	68	very high	high	low
H21 Interview complainants, witnesses, etc. H38 Record confessions in writing H53 Take statements of witnesses H20 Interrogate suspects or witness with use of polygraph results H22 Interview medical personnel to obtain specific information	5.04	85	very high	med	low
H38 Record confessions in writing	5.03	40	high	high	low
H53 Take statements of witnesses	4.83	86	high	med	low
H20 Interrogate suspects or witness with use of polygraph results	4.54	10	high	high	avq
H22 Interview medical personnel to obtain specific information	4.44	57	h Igh_	high	avq
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Training Group: JAIL OPERATIONS - Tasks that involve the booking and processing of prisoners (including collecting bond, examining and documenting the condition of prisoners, inventorying property and guarding of prisoners outside of a jail facility).

CORE TASKS C.1.P. K16 Check weapons in and out of detention facility 5.49 K34 Guard prisoners detained outside iail 5.13 K53 Record Injuries to prisoners 4.71 K40 Investigate injuries to prisoners 4.71 K40 Process evidence selzed at custodial search 4.62 K45 Place holds on prisoners and notify department holding warrant 4.48 K14 Check invidual making bond for wants or warrants 4.23 K15 Check legal status of the case of prisoners 4.12 K58 Return prisoner's property 4.05 K39 Inventory prisoners' personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interial bond 3.64 K4 Answer inquiries concerning prisoner 3.00	Percent Performing 26 29 17 14 32 38 25 11 31 32 51 30 59		ACTOR RA L.D. low low low low low low low low low low	T.D.T. YETY JOM YETY JOM YETY JOM YETY JOM JOM JOM JOM JOM JOM JOM JOM
K34 Guard prisoners detained outside jail K53 Record injuries to prisoners K40 Investigate injuries to prisoners K47 Process evidence seized at custodial search K47 Process evidence seized at custodial search K48 Place holds on prisoners and notify department holding warrant K14 Check invidual making bond for wants or warrants K15 Check legal status of the case of prisoners K15 Check legal status of the case of prisoners K39 Inventory prisoner's property K39 Inventory prisoners' personal property K10 Book prisoners by completing arrest forms K19 Collect interim bond 3.64	29 17 14 32 38 25 11 31 32 51 30	med med high high med med med med med med med med med	med low low low low low low low low	OM OM OM OM OM OM OM AGLA JOM AGLA JOM
K34 Guard prisoners detained outside jail K53 Record injuries to prisoners K40 Investigate injuries to prisoners K47 Process evidence seized at custodial search K48 Place holds on prisoners and notify department holding warrant K14 Check invidual making bond for wants or warrants K15 Check legal status of the case of prisoners K15 Check legal status of the case of prisoners K58 Return prisoner's property K39 Inventory prisoner's property K39 Inventory prisoners' personal property K10 Book prisoners by completing arrest forms K19 Collect interim bond 3.64	29 17 14 32 38 25 11 31 32 51 30	med med high high med med med med med med med med med	med low low low low low low low low	OM OM OM OM OM OM OM AGLA JOM AGLA JOM
K53 Record injuries to prisoners K40 Investigate injuries to prisoners K47 Process evidence seized at custodial search K48 Place holds on prisoners and notify department holding warrant K14 Check invidual making bond for wants or warrants K15 Check legal status of the case of prisoners K15 Check legal status of the case of prisoners K58 Return prisoner's property K39 Inventory prisoners' personal property K10 Book prisoners by completing arrest forms K10 Collect interim bond 3.64	17 14 32 38 25 11 31 32 51 30	high high med med med med med med med med med med	low low low low low low low low low low	low low low low low low low sery low Acry low
K40 Investigate injuries to prisoners 4.71 K47 Process evidence seized at custodial search 4.69 K65 Place holds on prisoners and notify department holding warrant 4.48 K14 Check invidual making bond for wants or warrants 4.23 K15 Check legal status of the case of prisoners 4.12 K58 Return prisoner's property 4.05 K39 Inventory prisoners' personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	32 38 25 11 31 32 51 30	high med med med med med med med med med med	Jow med Jow Jow Jow Jow Jow	OM OM OM OM OM OM OM OM
K47 Process evidence seized at custodial search 4.69 K45 Place holds on prisoners and notify department holding warrant 4.48 K14 Check invidual making bond for wants or warrants 4.23 K15 Check legal status of the case of prisoners 4.12 K58 Return prisoner's property 4.05 K39 Inventory prisoners' personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	25 11 31 32 51 30	med med med med med med med	Jow med Jow Jow Jow Jow	OM OM OM OM OM OM
K15 Check legal status of the case of prisoners 4.12 K58 Return prisoner's property 4.05 K39 Inventory prisoners personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	25 11 31 32 51 30	med med med med med med	low low low	low low low low low
K15 Check legal status of the case of prisoners 4.12 K58 Return prisoner's property 4.05 K39 Inventory prisoners personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	31 32 51 30	med med med med med	low low low	low low low low
K58 Return prisoner's property4.05K39 Inventory prisoners' personal property3.93K10 Book prisoners by completing arrest forms3.84K19 Collect interim bond3.64	31 32 51 30	med med med med	low ned low	OM OM OM
K39 Inventory prisoners' personal property 3.93 K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	32 51 30	med med med	low med	OW OW
K10 Book prisoners by completing arrest forms 3.84 K19 Collect interim bond 3.64	51 30	med med	low	low low
K19 Collect interim bond 3.64	30	med	low	low
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Training Group: JUYENILE PROCESS - Tasks that involve the apprehension of juvenile offenders, counseling of juveniles and parents and the placement of children in protective custody.

CORE TASKS C.I.P. Performing F.P. L.D. T.D.T. D32 Place children in protective custody (e.g., child abuse) 4.88 45 high med low	227 - 227	Mean	Percent	TASK F	ACTOR RA	TINGS
82 Apprehend juvenile offenders 4.76 95 high low very low 185 Talk with families of juvenile suspects or defendants (advise inform notify, counse) 3.83 75 high med avo	CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
82 Apprehend juvenile offenders 4.76 95 high low very low 185 Talk with families of juvenile suspects or defendants (advise inform notify, counse) 3.83 75 high med avo	032 Place children in protective custody (e.g., child abuse)		45	high		
HIST Talk with faulties of Juvenile suspects or defendants (advise, inform, notify, counsel) J. 3.83 J. 5. 19 figh med ever media and process seed of the seed o	B2 Apprehend juyenile offenders		95			very low
DR Counsel Juvenile S John S S S Med Med Ned	H55 Talk with families of luyenile suspects or defendants (advise, inform, notify, counsel)	3.83	75			
15. Conduct parent-invenile conferences 13.12 40 med high avg 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 17. Advise parents of children's violation of traffic laws 18. Advise parents of children's violation of traffic laws 19. Advise parents of children's viol	D8 Counsel juveniles	3.59				
IN Confer with inventile probability of traffic laws 3.21 53 med low avg P3. Advise parents of children's violation of traffic laws 3.22 53 med low avg	D5 Conduct parent-juyenile conferences					
P.S. Advise parents of children's violation of Craffic laws J. 21 53 mgg 10v 3vg	H7 Confer with juvenile probation officer	3.32	39			
	P3 Advise parents of children's violation of traffic laws	3,21	53	mea	10#	avg
		 				
		 	 			
		 		 		
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY <u>TRAINING</u> GROUP)

Training Group: <u>LATENT PRINTS</u> - Tasks that involve the dusting and lifting of latent fingerprints.

	Mean	Percent	TASK FACTOR RATING T.P. L.D. T.I			
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
HI4 Dust and lift latent fingerprints	5.66	32	very high	high	low	
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY SIGHT TRADITIONAL AGENCIES (ARRANGED BY IRAINING GROUP) Training Group: MISCELLANEOUS - Tasks that involve the testing, evaluation and repair of police equipment and the evaluation of complaints about tickets.

	Mean	Percent	ercent TASK	ACTOR RATINGS		
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T	
53 Test and evaluate police equipment 46 Request equipment repair 15 Evaluate citizen complaints regarding tickets or other minor offenses	3.85	20 82 30	Red	med	ריים	
46 Request equipment repair	3,64	82	low	very low	low	
15 Evaluate citizen complaints regarding tickets or other minor offenses	3.41	30	med	med	low	
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Training Group: HOTOR VEHICLE ACCIDENT INVESTIGATION - Tasks that involve the investigation and reporting of traffic accidents including interviewing drivers and witnesses, photographing and diagramming accident scenes, collecting physical evidence, determining fault and completing required accident report forms.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
030 Take precautions to prevent additional accidents at accident scene	5.25	76	high	low	yery low
02 Collect physical evidence from accident scenes	4.49	66	high	med	10₩
025 Request emergency assistance for traffic accident (e.g., wrecker, ambulance, salt truck)	4.46	90	ned		very low
04 Determine contributing factors to an accident	4.45	83	high	10w	low
028 Set priorities for action at accident scene	4,43	66	<u>high</u>	med	very low
05 Determine fault in a traffic accident	4.42	88	high	ned	low
O3 Complete the standard traffic accident report form (UD-10)	4.30	91	high	med	10w
023 Protect traffic accident physical evidence for collection	4.30	57	high	ed	very low
07 Diagram accident scenes	4.25	90	high	ned	JOM
018 Investigate traffic accident scene to identify point(s) of impact	4.12	85	<u>high</u>	med	_10w
Q8 Direct activities at scenes of accident investigations Q27 Search accident scenes for physical evidence	4.19	77 70	high	_med	very low
029 Take coordinate measures of traffic accident scenes (e.g., triangulation)	4.16		<u>high</u>	- med	Joh
Oll Identify persons involved in traffic accident	4.10	42 89	high high	high_ low	low very low
020 Locate witnesses to traffic accidents	4.03	83	high	low	low.
022 Photograph accident scenes	3.94	39	high	med	low
021 Neasure skid marks	3.92	66	high	med .	10%
031 Test operating condition of accident vehicle equipment	3.91	58	high	med .	JOH
Ol5 Interview persons involved in traffic accident	3.87	94	high	low	low
010 Identify owner of vehicles involved in accident	3.67	88	med	low	low
013 Inspect vehicle for fresh damage	3.62	88	med	low	105
019 Issue citation(s) in traffic accident	3.37	72	high	low	avo
09 Follow-up extent of personal injuries resulting from traffic accident	3.35	. 75	med	med	very low
026 Review accidents with accident investigators	3.32	38	med	low.	AVO
017 Investigate off road yehicle accidents	3.26	50	med	n ed	_low
n24 Remove debris from accident scene	3.19	63	med	low	low
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Training Group: OFFICE AND CLERICAL - Tasks that involve the preparation of wanted persons lists, review of incident reports and scheduling of work assignments, and handling of lost and found property.

	Mean	Percent	TASK F	TASK FACTOR RA	
CORE TASKS		Performing	T.P.	L.D.	T.D.T.
A29 Issue pick-up or wanted notices	4.49	10	med	low	OW
A29 Issue pick-up or wanted notices A43 Prepare list of wanted persons for department use A48 Review other officers' incident reports for completeness and accuracy H52 Take custody of lost and found property A49 Schedule work assignments for other officers P49 Verify vehicle title information	4.20	06	med	low	avg
A48 Review other officers' incident reports for completeness and accuracy	3.91	34	high	med	OM
H52 Take custody of lost and found property	3.65	84	med	low	low
A49 Schedule work assignments for other officers	3.49	09	med	med	DM
P49 Verify vehicle title information	3.06	64	med	low	avg
	 			 	
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Training Group: PATROL OPERATIONS - Tasks that involve the inspection of public and private places and facilities, the investigation of suspicious persons, vehicles and events, assistance to citizens involving non-criminal matters, warning offenders in lieu of arrest or citation and preparation of equipment and records for patrol.

	Mean	Percent	TASK	FACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
C33 Inspect patrol vehicle for weapons and contraband	5,28	86	high	low	low
C60 Request back-up assistance	5.01	88	high	very low	
C30 Identify wanted yehicles or persons	4,86	82	high	low	very lov
C69 Transport mental patients	4,78	77	high	med	low
A9 Describe persons to other officers (e.g., suspects, missing persons)	4,75	91	high	10w	very lov
C62 Search unlocked businesses and dwellings for signs of illegal entry	4.44	92	<u>high</u>	Jow	very lov
C28 Flush fuel spills C3 Check condition and status of assigned patrol equipment and vehicle	4,42	11	ed	low	very lov
[DIO Direct actions of officer(s) arriving to assist	4.22	91 78	ed	low	Jow
Cl. Advise property owners or agents of potentially hazardous conditions	4,22	74	high med	med	very low
C29 Follow suspicious vehicles (e.g., suspect, suspicious person, operator under the influence)	4.19	95	high	low low	yery lov
D27 Investigate suspicious vehicle	4.14	95	high	med	
1026 Interview suspicious persons	4.01	93	high	med	very low
CG1 Review information on criminal activity in area	3.94	77	high	low	low
103 Confort emotionally upset persons	3.92	94	high	med	low
A33 Notify public agencies or utilities of damage to their equipment	3.91	60	low	yery low	low
1624 Escort money, valuables or people to provide security	3.84	69	med	low	low
133 Investigate unusual odors	3,83	71	med	low	108
DIL Direct actions of public service personnel arriving to assist	3.81	58	med	med	very lo
[663 Secure house or property (e.g., lock, close doors and windows, etc.)	3.79	84	med	low	low
[49 Patrol locations on heat which are potentially hazardous to citizens (e.g., construction site.				1	
attractive nuisance)	3.78	54	med	low	_low_
C64 Secure vehicles	3.68	73	med	low	lax
Advise victims of the procedures to prosecute C45 Participate in large scale area search parties	3.63	92	high	med.	low
C45 Participate in large scale area search parties	3,63	33	med	low	low
D39 Talk with people on the beat to establish rapport	3,61	80	high	med	avq
C53 Perform first line maintenance on patrol vehicle	3,56	40	med	low	low
G9 Respond to general information questions from the public	3,50	59	wed	med	low
C37 Investigate unusual sounds	3.45	84	med	low	low
C38 Make entries in individual patrol log	3.39	91	med	10₩	PV6
C57 Prepare list of wanted persons or stolen vehicles for own use	3.35	56	ed	low_	_avg_
C50 Patrol on foot	3.35	50	med	low	<u>ayq</u>
C55 Physically examine and test doors and windows of decilings and businesses	3.34	90	ed	low	ayg
013 Establish field contacts (e.g., bar owners, taxt drivers, etc.)	3.34	60	ed	med	avg_
CZ Assist elderly or disabled persons with mobility problems	3.31	79	jow	very low	lox_
G70 Iransport persons needing assistance	3.21	87	lov	_low_	
D9 Deliver emergency messages (e.g., injuries, death)	3.14	78			_low_
1940 Marn offenders in lieu of arrest or citation	3.05	90	ed	10w	
67 Check parks and school grounds	2.95	90	ed	low	pyg
D31 Mutify citizens of damage to their property	2.79	80		104	avg_
C6 Check individuals/businesses for compliance with licensing requirements (e.g., hunting, liquur,					
dance permit, vendors, etc.)	2.77	50	<u> ped</u>	ned	avg_
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Training Group: PHYSICAL TRAINING AND DEFENSIVE TACTICS - Tasks that involve noncombative physical activity (running, climbing, dragging, etc.) and combative activities including handcuffing prisoners and subduing attacking or resisting subjects.

	Mean	Percent	TASK F	ACTOR RA	TING	S
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.	D.T.
J19 Subdue attacking persons	5.99	11	very high	med		y low
J20 Subdue subject resisting arrest	5.80	.35	very high	med		y Tow
B9 Handcuff suspects or prisoners	5.49	86,	very high	IOM		y low
J12 Physically restrain crowds	4.65	49	high	low		y Tow
J16 Run after fleeing suspects	4.40	80	med	very low		
JI3 Pickup and carry heavy objects or persons	4.18	71	med	JOM		OM
J9 Lift heavy objects or persons	4.17	82 50	med	low		low
JI Break through door using force	4.11	74	med	I OM		y low
J5 Prag or pull heavy objects or persons J17 Run up stairs	3.87	81	med	very low		
17 Jump down from elevated surfaces	3.82	74	med.	very low		DM
OF OBSTACLES	3.73	74	med	10H		TOW
J22 Wade through marshes, swamp land or waterways	3.69	1	med	low		TOW
JIO Perform duties while wearing heavy equipment (other than gun belt)	3.67	25	med	IOM		low
J2 Climb through openings (e.g., windows)	3.66	84	med	very low		low
JIS Pull self up over obstacles	3.66	59	med	low		low
J14 Pull self through openings	3.65	61	med	very low		low
J3 Climb up over obstacles	3.64	88	med	very low	ver	y low
J6 Jumo across obstacles	3,64	74	med	very low		low
J11 Physically push movable objects	3.61	85	med	low		low
1.14 Crawl in confined areas (e.g., attics)	3.58	65	med	very low		low
JIB Stand continuously for more than one-half of the work shift (e.g. guard duty or point control)	3,30	56	med	very low		low
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Training Group: POLICE COMMUNICATIONS - Tasks that involve the operation of police communication equipment to check the status of persons and property through a crime information system and to interact with the dispatcher regarding general police activity.

CORE TASKS	Mean	Percent		ACTOR RA	TINGS
	C.I.P.	Performing	T.P.	L.D.	T.D.T.
A47 Request verification of warrants before service	5.21	67	hìgh	very low	very low
A47 Request verification of warrants before service A44 Receive and evaluate telephone requests for police service C31 Inform dispatcher by radio as to your status C4 Check for wants/warrants on persons through LEIN A36 Operate telephone console or switchboard A35 Operate LEIN terminal to update data A34 Operate LEIN terminal to check persons and property C10 Check stolen status on property through LEIN	5.14	56	high	med	very low
C31 Inform dispatcher by radio as to your status	4.54	97	hiğli	low	very low
C4 Check for wants/warrants on persons through LLIN	4.44	96 58	high med	low	very low
A36 Operate telephone console or switchboard	4.26	15	med	low	very low
A34 Operate Lt.in terminal to update data	4.04	43	med	high	very low
And operate Let it terminal to their persons and property	3.81	87	med	low	low
Cito check storen status on property through LEIN	3.01			10#	-10#
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Training Group: SEARCH AND SEIZURE - Tasks that involve the frisk or search of persons under field conditions, searches of automobiles, search of property with or without a warrant and the seizure of property and contraband.

	Mean	Percent	TASK FA			
CORE TASKS	C.1.P.	Performing	T.P.	L.D.	T.D.T.	
B5 Conduct field search of arrested persons	6.04	90	very high	low	very l	
B6 Conduct frisk or pat down	5.94	98	very high	IOM	very l	
BI9 Search premises or property in hot pursuit situations BIS Search premises or property with warrant BIS Search premises or property incident to arrest	5.07	53	very high	med	very 1	
B21 Search premises or property with warrant	5.06	40	very high	med	low	
BIB Search premises or property incident to arrest	5.03	76	very high	med	very I	
R22 Seize contraband	4.90	79	very high	JOH	very 1	
BI7 Search movable automobile wader independent probable cause	4.81	76	med	ned	very 1	
820 Search premises or property with consent	4.75	76	high	med	very	
310 Impound property	3.71	94	high	104	low	
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Training Group: TESTIFYING IN COURT AND ADMINISTRATIVE HEARINGS - Tasks that involve the preparation and presentation of evidence in legal proceedings and testifying in criminal and non-criminal cases.

	Mean	Percent	TASK FA	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
120 Testify in criminal cases 114 Present evidence in legal proceedings 116 Review reports and notes for court testimony 122 Testify in parole or probation hearings 121 Testify in liquor board hearings	5.28	86	very high	med	low
114 Present evidence in legal proceedings	5.13 4.72	45 62	high high	med	low
Review reports and notes for court testimony	4.72	62	<u>high</u>	med	IOW
NZZ JESTITY IN PAROLE OF PROBATION HEARINGS	4.65	10 13	high	med	low
ner reservy in ridgor board learings	4.24	13	high	med	Jow
	 				
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Training Group: TRAFFIC CONTROL - Tasks that involve the directing of pedestrian and vehicular traffic, the monitoring of vehicular traffic for compliance with traffic laws, stopping vehicles to investigate, warn, cite or arrest violators and maintaining the orderly flow of traffic.

CORE TASKS 1038 Stop vehicles to investigate, cite or arrest occupants 105 Cite or arrest reckless drivers 105 Cite or arrest reckless drivers	4.77	Performing	T.P.	L.D.	
P8 Cite or arrest reckless drivers					T.D.T.
8 Cite or arrest reckless drivers		95	very high	Tow	very lo
	4.62	82	high	low	very lo
19 Evaluate driver's capability to operate vehicle	4.50	79	high	red	very lo
PI7 Direct traffic using flashlight or illuminated baton	4.01	81	med	low	very lo
P18 Direct traffic using hand signals	3.99	90	med		very la
PIO Clock vehicles using radar	3.86	64	high	OM	very lo
46 Remove vehicles obstructing traffic	3.82	86	med	IOM	very to
lo Direct traffic using flare pattern or traffic cone patterns	3.82	56	med	low	Ote
29 Clock speed of vehicles using speedometer	3.80	88	hìgh	low	very le
39 Observe traffic control device to determine if functioning properly	3.71	67	low	very low	
31 Issue traffic citations	3.66	97	hìgh	low	OM
44 Record circumstances regarding traffic citation	3.65	68	high	OW	avg
25 Inspect operator's license	3.60	96	high	low	IOM
2 Advise appropriate agency of traffic engineering needs	3.54	56	med	med	avg
14 Direct pedestrian traffic	3.51	45	med	low	low
22 Follow suspect vehicle to observe traffic violations	3.47	90	med	OM	IGM
24 Inspect for vehicle identification number	3.44	90	med	JOH	low
47 Remove hazards from roadway (e.g., dead animals, debris, etc.)	3.43	78	IOM	JOM	J DW
7 Assist stranded motorists	3,33	95	med	very low	
21 Explain state vehicle laws and procedures to citizens	3.30	84	med	med	avg
36 Bonitor traffic for violations	3.30	62	med	low	avq
20 Explain legal procedures to traffic violators	3,28	91	med	med	low
26 Inspect private vehicle for conformance with vehicle code	3.19	63	med	low	low
9 Check railroad crossing for signal violations (e.g., going around gates, train blocking		L		 	
crossing)	3.15	54 79	low	low	PAR
[1] Check vehicles for proper registration (e.g., snowmobiles, off road vehicles, etc.)	2,99	95	med	low	
222 Issue verbal marnings to traffic violators	2,99	70	med med	low med	low
P50 Visually estimate speed of vehicles	2.76	70 72		low	very lo
16 Determine status of auto insurance	2.70		med	10₩	avq
				 	
				 	
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Training Group: TRAINING - Tasks that involve instructing and evaluating officers in a training setting.

+	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
A18 Evaluate officers in on-the-job training (student-coach) A24 Instruct on-the-job training A17 Evaluate officers in basic or in-service training A3 Attend in-service training	4.76 4.60	Percent Performing 20 19	high	med high	avg low
A24 Instruct on-the-job training	4.60	19	high	high	low
A17 Evaluate officers in basic or in-service training	4,50 3.78	17	med	high	pys
A3 Attend in-service training	3.78	71	high	low	avg
					
					
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Appendix L

CORE TASKS ARRANGED BY SELECTION TASK GROUP

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TASK FACTOR ABBREVIATIONS

C.I.P. - Consequences of Inadequate Performance T.P. - Training Priority L.D. - Task Learning Difficulty T.D.T. - Task Delay Tolerance

Selection Group: ARRESTING - Tasks involving the apprehension and arrest of offenders (with or without warrant).

	Mean	Percent	TASK F	CTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	TDT
04 Arrest persons without a warrant P6 Arrest DUIL suspects	5.46	97	Very high	Medium	Very low
P6 Arrest DUIL suspects	5.06	91	Very high	fled i um	Very low
03 Arrest persons with a warrant	4.94	93	High	Low	l low
B3 Arrest persons with a warrant 038 Stop vehicles to investigate, cite or arrest occupants 023 Take into custody person detained by citizen 03 Apprehend juvenile offenders	4.77	94	Yery high	LOW	Very low
B23 Take Into custody person detained by citizen	4.76	62	High	Medium	Yery low
B2 Apprehend juvenile offenders	4.76	95	High	TOM	Yery lun
PB Cite or arrest reckless drivers P34 Make custodial traffic arrest (physical arrest)	4.62	82	11 i 9h		Yery low
V34 Pare Custodial traine arrest (physical arrest)	4.44	84	High	L0₩	Yerx low
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		Mean Percent C.I.P. Performing		TASK FACTOR RAT 8 T.P. L.D.		
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
Pl Administer roadside sobriety test PS Arrange for obtaining blood or urine samples for sobriety tests	4.21 3.80	72 28	lligh lligh	Medium Medium	Very Low	
PS Arrange for obtaining blood or urine samples for sobriety tests	3.80	28	High	Medium	Low	
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SUMMARY INFORMATION FOR CURE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP)

Selection Group: CITATION - Tasks involving the issuing of traffic or non-traffic citations.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing 97 86 72	T.P.	L.D.	T.D.T.
P31 Issue Traffic Citations B11 Issue citations for non-traffic offenses (e.g., appearance tickets, ordinance violations) D19 Issue citation(s) in traffic accident	3.66 3.53 3.37	97	Medium High High	Low Low	Low Low
Bll Issue citations for non-traffic offenses (e.g., appearance tickets, ordinance violations)	3.53	86	illigh	Low	Low
019 Issue citation(s) in traffic accident	3.37	72	High	Low	Medium
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Selection Group: CONFERRING - Tasks involving consultation and exchange of information with others (investigators, prosecutors, field centacts, etc.)

CORE TASKS	Mean	Percent		ACTOR RA	TINGS
	C.I.P.	Performing	T.P.	L.D.	T.D.T.
3 Review with medical examiner circumstances relating to a death	4.61	31 	Medium	Hedium	LOW
Confer with prosecutor or city attorney regarding warrant authorization	4.46	61	High	Low	1.0%
Confer with prosecutor or city attorney prior to testimony regarding case	4.38	81	High	iow	Low
36 Prepare witnesses for court testimony	4.37	26	High	Itioh	flediu
A Farticipate in investigations with other law enforcement agencies	4.34	56	Medium	Medium	Low
Rearticipate in investigations with other law enforcement agencies Reschange necessary information with other law enforcement officials	4,30	76	High	Low	Low
5 Attend 11-service training	3.78	71	High	LOW	Media
Nitness autopsies	3.77	16	Low	Med lum	Medi
O Discuss cases with prosecutors or city attorneys following legal proceedings	3.57	.61	Medium	Medium	Medi
13 tStablish field confacts (e.g. har owners taxi deluger ata)	3.34	60	Medium	Medium	Medi
6 Review accidents with accident investigators. Confer with invenile probation officer	3.32	38	Medium	LOW	Medi
Confer with juyenile probation officer	3.32	39	Medium	Mediumi	Medi
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Selection Group: DECISION MAKING - Tasks involving the gathering, analysis and evaluation of information in order to make proper determinations and take appropriate actions.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
C60 Request back-up assistance	5.01	88	High	Very low	Very low
IIB Determine need for specialized assistance at a crime scene	4.83	กลัก	Iligh		Very low
1159 Verify reliability and credibility of witnesses	4,52	40	High	High	Hedium
P19 Evaluate driver's capability to operate vehicle	4.50	. 79 37	High		Very Tow
HI5 Establish modus operandi (M.O.) of a suspect	4.50	17	High	High	Medium
1025 Request emergency assistance for traffic accident (e.g., wrecker, ambulance, salt truck)	4.46	90	Medium	Very low	
H9 Determine whether incidents are criminal or civil matters	4.46	88	H190	Hed ive	YCIY TOW
04 Determine contributing factors to an accident	4.45	83	High.	LOW	Low
028 Set priorities for action at accident scene	4.43	66	High		Yery low
105 Determine fault in a traffic accident	4.42	88	High	Medium	LOW
ill37 Recommend the issuance of an arrest warrant.	4.40	45	High	Medium	Medium
1142 Review crime lab reports to guide investigation	4.26	21	Medium	Hedium	Medium 1
1110 Determine whether recovered property is linked with a previous crime.	4.21	65	High	Hedium	LEGITA
III Analyze and compare incidents for similarity of modus operandi (M.Q.)	3.94	45	lligh	L. Uigh	Medium
Als fyaluate citizen complaints regarding tickets or other winor offenses	3.41	30	Medium	Medium	LIGHTUM
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY FIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP) Selection Group: DIRECTING - lasks involving directing the action of others (other officers, citizens, etc.).

CORE TASKS	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS B16 Request bystanders to assist in an apprehension D10 Direct actions of officer(s) arriving to assist O8 Direct activities at scenes of accident investigations D12 Enforce court issued order (e.g., writs) D11 Direct actions of public service personnel arriving to assist	C.I.P.	Performing	T.P.	L.D.	T.D.T.
nequest bystanders to assist in an apprehension	5.34	33	lligh	Low	
of Officet actions of officer(s) arriving to assist	4.40	09	Medium	Medium	Very ic
to pirect activities at scenes of accident investigations	4.22	78	iligh		Low
11 Enjorce court issued order (e.g., writs)	4.19	77	lligh	Medium Medium	Very I
All pirect actions of subile service personnel arriving to assist	3.94	49	Medium	1 (160) 1.00	Very Ic
	3.87	58	Hedium	Medium	Low
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Selection Group: EMERGENCY OR DIFFICULT DRIVING - Tasks involving operation of a motor vehicle in pursuit or emergency situations and/or hazardous driving conditions (e.g., ice covered roads).

į	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T D T.
1020 Forgare in high smooth driving in connected area	5 93	80	Vary high	High.	Vary Tair
C22 Engage in high speed pursuit or response driving on open road C21 Engage in high speed pursuit or response driving off road C43 Operate vehicle on ice covered road C44 Operate vehicle on snow covered road	5 71	71 37	Very high Very high High	Modilim	Very low Very low Very low
1021 Engage in high speed putsuit or response driving off road	5 7.7	37	Italian -	Madlim	Vary 1.3
CA2 Charate web i le an ice couraed read	7 87		ii igh —	iled i um	Low
CAA Operate vehicle on the covered road	5.60 4.87 4.77	- 56 - 76	- liigh	Medium	LOW
CCO Transcript International Control of the Control	7.77	E	Medium	Low	Very low
C68 Transport injured persons C41 Operate vehicle in driving rain	4.63 4.53 4.43 4.37	57 94 52 77	lligh	Medium	I OM
1021 Front owners and trying 1010	1 13	57	Medium	Medium	Very low
C23_Escort_emergency_yehicles C42_Operate_yehicle_on_dirt_covered_road	2 37	77	High	Low	LOW
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP)

Selection Group: EQUIPMENT MAINTENANCE - Tasks involving the testing and maintaining of equipment (police equipment, patrol vehicle, etc.).

CORE TASKS		Percent	TASK F	ACTOR RA	RATINGS	
CORE TASKS 53 Test and evaluate police equipment 46 Request equipment repair 53 Perform first line maintenance on patrol vehicle	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
46 Request equipment repair	3.85	20 82 40	Hed i um	Medium		
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Selection Group: ESCOR1 AND TRANSPORTATION - Tasks involving the transporting or escorting of persons or property.

CODE TACKS	Mean Percent		cent TASK FACTOR RAT				
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.1,		
C71 Transport prisoners C69 Transport mental patients H57 Transport property or evidence C24 Escort money valuables or people to provide security C70 Transport persons needing assistance	5.02	91 77 79 69 87	lligh High Medium	Very low Medium	Tow		
C69 Transport mental patients	70.70	77	High	Medium	Low		
1157 Transport property or evidence	3.98 3.84 3.21	79	Medium	[ow	Medium		
C24 Escort money valuables or people to provide security	3.84	1-69	Medium	Tow	Tow		
C70 Transport persons peeding assistance	-13.51	187	- Low	Low	Low		
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP) Selection Group: EVALUATING - Tasks involving review and evaluation of the performance of other officers on-the-job or in training.

	Mean	Percent	TASI'. F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
Al8 Evaluate officers in on-the-job training (student-coach) Al7 Evaluate officers in basic or in-service training A48 Review other officers' incident reports for completeness and accuracy	4.76	20 17 34	lligh Medium Very high	Medium High	Med i um
117 Evaluate officers in basic or in-service training	4.50	17	Medium	High	Medium
A48 Review other officers' incident reports for completeness and accuracy	3.91	34	Very high	Medium	Low
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Selection Group: EXPLAINING/ADVISING/INFORMING - Tasks that involve notifying, advising, counseling and otherwise informing persons or agencies with respect to a particular incident or circumstance (explain laws, answer inquiries, counsel juveniles, warn offenders, etc.).

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
Bl Advise persons of constitutional rights	5.70	96	Very high	Very low	
Cl Advise property owners or agents of potentially hazardous conditions	4.21	74 T	Medium	LOW	Low
D3 Comfort emotionally upset persons	3.92	94	High	Medium	Low
A33 Notify public agencies or utilities of damage to their equipment	3.91	60	Medium	Very low	LOW
H55 Talk with families of juvenile suspects or defendants (advise, inform, notify, counsel)	3.83	75	High	Medium	Medium
DI7 Explain nature of complaints to offenders	3.64	87	Medium		Very low
D2 Advise victims of the procedures to prosecute	3.63	92	lligh	Medium	Low
D8 Counsel juveniles	3.59	62	Medium	Medium	Med i um
P2 Advise appropriate agency of traffic engineering needs	3.54	56	Medium	Medium	ffed i um
H54 Talk with families of adult suspects or defendants (advise, inform, notify, counsel)	3.53	64	Medium	Medium	Medium
D5 Conduct parent-juvenile conferences	3.51	40	Medium	lligh	Medium
NII Instruct suspect on process for obtaining an attorney	3.43	32	Medium_		LOW
P21 Explain state vehicle laws and procedures to citizens	3.30	34	Medium	Medium	Med i um
P20 Explain legal procedures to traffic violators	3,28	91	Medium	Medium	LOW
P3 Advise parents of children's violation of traffic laws	3.21	53	Medium_	Low	_lledium
D9 Deliver emergency messages (e.g., injuries, death)	3.14		Medium_	LOW	LOW
D40 Warn offenders in lieu of arrest or citation	3.05 3.00	<del>9</del> 9	Medium_	LDM	Tom
K4 Answer inquiries concerning prisoners			FOM	Low	Low
P32 Issue verbal warnings to traffic violators	2.99	95	Medium	L. LOW	LOW
U31 Notify citizens of damage to their property	2.79	80	Low	Low	Mediun
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP)

Selection Group: FINGERPRINTING - Tasks involving the rolling of fingerprints.

		Percent Performing	TASK FACTOR RATINGS			
CORE TASKS	C.1.P.	Performing	T.P.	L.D.	T.D.1	
33 Fingerprint prisoners	4.32	40	lligh	lied ium	Low	
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Selection Group: FIREFIGHTING - Tasks involving the flushing of fuel spills and the fighting of fires.

	Mean	Percent	TASK FACTOR RATINGS			
CORE TASKS	C.I.P.	Percent Performing	T.P.	L.D.	T.D.T.	
28 Flush fuel spills	4.42	11	Medium	Low	Very lo	
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP)

Selection Group: FIRST ALD - Tasks involving the application of first aid techniques and procedures in emergency situations.

Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line   Line		Mean	Percent		CTOK RA	TINGS
L2 Administer mouth-to-mouth resuscitation  L13 Apply first aid to treat for heart attack  C16 16 34 Very high Medium Very low L17 Apply first aid to treat for amputations  C17 Apply first aid to treat for amputations  C18 04 Very high Medium Very low L17 Apply first aid to treat for gunshot wounds  C19 Apply first aid to treat for gunshot wounds  C19 Apply first aid to treat for gunshot wounds  C10 Apply first aid to treat for gunshot wounds  C11 Apply first aid to treat for electric shock  C12 Apply first aid to treat for electric shock  C13 Administer oxygen using oxygen supply device other than resuscitator  C14 Administer oxygen using oxygen supply device other than resuscitator  C15 Apply first aid to treat for polsoning  C16 Apply first aid to treat for shock  C17 Apply first aid to treat for shock  C18 Apply first aid to treat for shock  C19 Apply first aid to treat for overdose  C10 Apply first aid to treat for overdose  C10 Apply first aid to treat for burns  C11 Apply first aid to treat for burns  C12 Apply first aid to treat for burns  C13 Apply first aid to treat for burns  C14 Apply first aid to treat for burns  C15 Apply first aid to treat for burns  C16 Apply first aid to treat for burns  C17 Apply first aid to treat for burns  C18 Apply first aid to treat for burns  C19 Apply first aid to treat for burns  C19 Apply first aid to treat for burns  C10 Apply first aid to treat for burns  C10 Apply first aid to treat for burns  C11 Apply first aid to treat for bouns  C12 Apply first aid to treat for beat stroke  C13 Apply first aid to treat for beat stroke  C14 Apply first aid to treat for beat stroke  C15 Apply first aid to treat for puncture wounds  C16 Apply first aid to treat for beat stroke  C17 Apply first aid to treat for beat stroke  C18 Apply first aid to treat for puncture wounds  C19 Apply first aid to treat for puncture wounds  C19 Apply first aid to treat for peculation  C19 Apply first aid to treat for peculation  C19 Apply first aid to treat for cheat for chart for beat for beat for p						T.D.T.
LIB Apply first aid to treat for heart attack  L7 Apply first aid to treat for amputations  6.08 04 Very high Medium Very low L8 Apply first aid to control bleeding  5.95 58 Very high Medium Very low L17 Apply first aid to creat for quashot wounds  L4 Administer oxygen using resuscitator  L4 Administer oxygen using resuscitator  L8 Apply first aid to treat for electric shock  L9 Apply first aid to treat for electric shock  L1 Apply first aid to treat for polsoning  L2 Apply first aid to treat for polsoning  L2 Apply first aid to treat for polsoning  L2 Apply first aid to treat for polsoning  L9 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L2 Apply first aid to treat for shock  L1 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L2 Apply first aid to treat for shock  L2 Apply first aid to treat for burns  L2 Apply first aid to treat for shock  L3 Apply first aid to treat for burns  L1 Apply first aid to treat for burns  L2 Apply first aid to treat for burns  L2 Apply first aid to treat for burns  L2 Apply first aid to treat for burns  L2 Apply first aid to treat for burns  L3 Apply first aid to treat for burns  L4 Apply first aid to treat for heat stroke  L5 Apply first aid to treat for heat stroke  L5 Apply first aid to treat for burns  L2 Apply first aid to treat for procenable  L3 Apply first aid to treat for heat prostration  L4 Apply first aid to treat for procenable  L5 Apply first aid to treat for procenable  L5 Apply first aid to treat for procenable  L5 Apply first aid to treat for procenable  L5 Apply first aid to treat for burns  L5 Apply first aid to treat for pecken bones  L5 Apply first aid to treat for pecken bones  L5 Apply first aid to treat for burns  L5 Apply first aid to treat for pecken bones  L5 Apply first aid to treat for pecken bones  L5 Apply first aid to treat for pecken bones  L5 Apply first aid to treat for pecken	Ll Administer cardio-pulmonary resuscitation (CFR)			Very high		
L7Apply first aid to treat for amputations6.0804Very high Very high Medium Very low Very high Medium Very lo	L2 Administer mouth-to-mouth resuscitation			Very high		Very low
1.5 Apply first aid to control bleeding   5.95   58   Very high   Medium   Very low   L4 Apply first aid to treat for quashot wounds   5.74   18   Very high   Medium   Very low   L4 Apply first aid to treat for electric shock   5.71   11   Very high   Medium   Very low   L4 Apply first aid to treat for electric shock   5.60   04   Very high   Medium   Very low   L3 Administer oxygen using oxygen supply device other than resuscitator   5.56   14   Very high   Medium   Very low   L23 Apply first aid to treat for poisoning   5.45   09   High   Medium   Very low   L26 Apply first aid to treat for shock   5.20   32   Very high   Medium   Very low   L26 Apply first aid to treat for overdose   5.13   28   Very high   Medium   Very low   L26 Apply first aid to treat for burns   5.09   13   Very high   Medium   Very low   L10 Apply first aid to treat for burns   5.07   15   Very high   Medium   Very low   L13 Apply first aid to treat for stroke   5.05   14   Very high   Medium   Very low   L28 Apply first aid to treat for stroke   5.05   14   Very high   Medium   Very low   L20 Apply first aid to treat for broken bones   5.04   28   Very high   Medium   Very low   L24 Apply first aid to treat for postration   4.99   06   High   Medium   Very low   L24 Apply first aid to treat for convulsions   4.96   20   Very high   Medium   Very low   L25 Apply first aid to treat for convulsions   4.92   01   Very high   Medium   Very low   L25 Apply first aid to treat for eye   Injuries   4.92   11   Very high   Medium   Very low   L25 Apply first aid to treat for secure   4.84   23   High   Medium   Very low   L25 Apply first aid to treat for locareations   4.95   45   High   Medium   Very low   L26 Apply first aid to treat for locareations   4.95   45   High   Medium   Very low   L26 Apply first aid to treat for locareations   4.95   45   High   Medium   Very low   L26 Apply first aid to treat for locareations   4.95   45   High   Medium   Very low   L26 Apply first aid to treat for locareations   4.95   45   High   Medium   Very	L19 Apply first aid to treat for heart attack					
L17 Apply first aid to treat for qunshot wounds   5.74   18   Very high   Medium   Very low   L4 Administer oxygen using resuscitator   5.71   11   Very high   Medium   Very low   L14 Apply first aid to treat for electric shock   5.60   04   Very high   Medium   Very low   L3 Administer oxygen using oxygen supply device other than resuscitator   5.56   14   Very high   Medium   Very low   L23 Apply first aid to treat for poisoning   5.45   09   High   Hedium   Very low   L26 Apply first aid to treat for shock   5.20   32   Very high   Medium   Very low   L26 Apply first aid to treat for overdose   5.13   28   Very high   Medium   Very low   L26 Apply first aid to treat for overdose   5.13   28   Very high   Medium   Very low   L26 Apply first aid to treat for burns   5.07   16   Very high   Medium   Very low   L28 Apply first aid to treat for diabetic reaction   5.07   16   Very high   Medium   Very low   L28 Apply first aid to treat for stroke   5.05   14   Very high   Medium   Very low   L28 Apply first aid to treat for heat stroke   5.04   06   Ligh   Medium   Very low   L20 Apply first aid to treat for broken bones   5.04   06   Ligh   Medium   Very low   L24 Apply first aid to treat for puncture wounds   5.01   32   Ligh   Medium   Very low   L24 Apply first aid to treat for puncture wounds   5.01   32   Ligh   Medium   Very low   L24 Apply first aid to treat for heat prostration   4.99   06   Ligh   Medium   Very low   L25 Apply first aid to treat for convulsions   4.95   20   Very high   Medium   Very low   L25 Apply first aid to treat for convulsions   4.95   20   Very high   Medium   Very low   L25 Apply first aid to treat for convulsions   4.95   20   Very high   Medium   Very low   L25 Apply first aid to treat for lacerations   4.95   21   Very high   Medium   Very low   L25 Apply first aid to treat for lacerations   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.95   4.	L7 Apply first aid to treat for amputations	6.08				
L4 Administer oxygen using resuscitator  L14 Apply first ald to treat for electric shock  L3 Administer oxygen using oxygen supply device other than resuscitator  L3 Administer oxygen using oxygen supply device other than resuscitator  L3 Administer oxygen using oxygen supply device other than resuscitator  L5.56  L7 Very high Medium Very low High Itedium Itedium Itedium	L5 Apply first aid to control bleeding	5.95				
L14 Apply first aid to treat for electric shock L3 Administer oxygen using oxygen supply device other than resuscitator L23 Apply first aid to treat for poisoning L26 Apply first aid to treat for poisoning L26 Apply first aid to treat for shock L27 Apply first aid to treat for overdose L28 Apply first aid to treat for overdose L10 Apply first aid to treat for burns L10 Apply first aid to treat for diabetic reaction L13 Apply first aid to treat for stroke L10 Apply first aid to treat for stroke L10 Apply first aid to treat for stroke L10 Apply first aid to treat for stroke L10 Apply first aid to treat for stroke L28 Apply first aid to treat for stroke L29 Apply first aid to treat for heat stroke L20 Apply first aid to treat for booken bones L20 Apply first aid to treat for broken bones L24 Apply first aid to treat for puncture wounds L25 Apply first aid to treat for heat prostration L26 Apply first aid to treat for heat prostration L27 Apply first aid to treat for heat prostration L28 Apply first aid to treat for heat prostration L29 Apply first aid to treat for convulsions L20 Apply first aid to treat for heat prostration L21 Apply first aid to treat for selzure L22 Apply first aid to treat for selzure L23 Apply first aid to treat for selzure L24 Apply first aid to treat for selzure L25 Apply first aid to treat for lacerations L26 Apply first aid to treat for lacerations L27 Apply first aid to treat for lacerations L28 Apply first aid to treat for lacerations L29 Apply first aid to treat for lacerations L21 Apply first aid to treat for lacerations L22 Apply first aid to treat for lacerations L23 Apply first aid to treat for lacerations L24 Apply first aid to treat for lacerations L25 Apply first aid to treat for lacerations L26 Apply first aid to treat for lacerations L27 Apply first aid to treat for lacerations L28 Apply first aid to treat for lacerations L29 Apply first aid to treat for lacerations L20 Apply first aid to treat for lacerations L21 Apply first aid to treat for lacerations	L17 Apply first aid to treat for quashot wounds	5.74				
L3 Administer oxygen using oxygen supply device other than resuscitator  L3 Apply first aid to treat for poisoning  L26 Apply first aid to treat for shock  L27 Apply first aid to treat for shock  L28 Apply first aid to treat for overdose  L29 Apply first aid to treat for overdose  L10 Apply first aid to treat for diabetic reaction  L11 Apply first aid to treat for diabetic reaction  L12 Apply first aid to treat for stroke  L28 Apply first aid to treat for stroke  L29 Apply first aid to treat for stroke  L20 Apply first aid to treat for stroke  L21 Apply first aid to treat for burns  L22 Apply first aid to treat for stroke  L3 Apply first aid to treat for stroke  L4 Apply first aid to treat for burns  L5 D4 D6 Lligh Medium Very low  L5 D4 D6 Lligh Medium Very low  L5 D4 D7 D7 D7 D7 D7 D7 D7 D7 D7 D7 D7 D7 D7						
L23 Apply first aid to treat for poisoning  L26 Apply first aid to treat for shock  L22 Apply first aid to treat for shock  L22 Apply first aid to treat for overdose  L32 Apply first aid to treat for overdose  L33 Apply first aid to treat for burns  L34 Apply first aid to treat for diabetic reaction  L35 Apply first aid to treat for diabetic reaction  L35 Apply first aid to treat for stroke  L36 Apply first aid to treat for diabetic reaction  L37 Apply first aid to treat for heat stroke  L38 Apply first aid to treat for heat stroke  L39 Apply first aid to treat for heat stroke  L30 Apply first aid to treat for heat stroke  L30 Apply first aid to treat for burns  L30 Apply first aid to treat for heat stroke  L30 Apply first aid to treat for heat stroke  L30 Apply first aid to treat for puncture wounds  L30 Apply first aid to treat for puncture wounds  L30 Apply first aid to treat for heat prostration  L30 Apply first aid to treat for heat prostration  L30 Apply first aid to treat for heat prostration  L30 Apply first aid to treat for convulsions  L30 Apply first aid to treat for convulsions  L31 Apply first aid to treat for eye injuries  L32 Apply first aid to treat for eye injuries  L33 Apply first aid to treat for eye injuries  L34 Apply first aid to treat for eye injuries  L35 Apply first aid to treat for lacerations  L36 Apply first aid to treat for lacerations  L37 Apply first aid to treat for lacerations  L38 Apply first aid to treat for lacerations  L37 Apply first aid to treat for lacerations						
L26 Apply first aid to treat for shock5.2032Very high Yery high Yery lowMedium Yery lowL10 Apply first aid to treat for overdose5.1328Yery high Yery high Yery high Medium Yery lowL10 Apply first aid to treat for burns5.0718Yery high Yery high Yery high Medium Yery lowL28 Apply first aid to treat for stroke5.0716Yery high Yery high Yery lowL20 Apply first aid to treat for heat stroke5.0406High Medium Yery lowL9 Apply first aid to treat for procture wounds5.0429Yery high Yery lowL12 Apply first aid to treat for heat prostration4.9206High Medium Yery lowL12 Apply first aid to treat for convulsions4.9206High Medium Yery lowL12 Apply first aid to treat for convulsions4.9201Yery high Medium Yery lowL13 Apply first aid to treat for convulsions4.9211Yery high Medium Yery lowL14 Apply first aid to treat for eye injuries4.9211Yery high Medium Yery lowL25 Apply first aid to treat for selzure4.8423High Medium Yery lowL21 Apply first aid to treat for lacerations4.8423High Medium Yery low	L3 Administer oxygen using oxygen supply device other than resuscitator			Very high		
L22 Apply first aid to treat for overdose   5.13   28   Very high   Medium   Very low   L10 Apply first aid to treat for burns   5.09   18   Very high   Medium   Very low   L13 Apply first aid to treat for diabetic reaction   5.07   16   Very high   Medium   Very low   L28 Apply first aid to treat for stroke   5.05   14   Very high   Medium   Very low   L20 Apply first aid to treat for heat stroke   5.04   06     Lligh   Medium   Very low   L20 Apply first aid to treat for broken bones   5.04   28   Very high   Medium   Very low   L24 Apply first aid to treat for puncture wounds   5.01   32   Lligh   Medium   Very low   L24 Apply first aid to treat for heat prostration   4.99   06   Lligh   Medium   Very low   L12 Apply first aid to treat for convulsions   4.96   20   Very high   Medium   Very low   L12 Apply first aid to treat for ceye injuries   4.92   11   Very high   Medium   Very low   L24 Apply first aid to treat for eye injuries   4.92   11   Very high   Medium   Very low   L25 Apply first aid to treat for seizure   4.84   23   Lligh   Medium   Very low   L21 Apply first aid to treat for seizure   4.84   23   Lligh   Low   Very low   L21 Apply first aid to treat for lacerations   4.95   4.95   Ligh   Low   Very low   L21 Apply first aid to treat for lacerations   4.84   45   Ligh   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Ligh   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Ligh   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very low   L21 Apply first aid to treat for lacerations   4.85   Low   Very						
L10 Apply first aid to treat for burns  L13 Apply first aid to treat for diabetic reaction  L28 Apply first aid to treat for stroke  L20 Apply first aid to treat for stroke  L20 Apply first aid to treat for broken bones  L24 Apply first aid to treat for puncture wounds  L24 Apply first aid to treat for heat prostration  L25 Apply first aid to treat for heat prostration  L26 Apply first aid to treat for convulsions  L27 Apply first aid to treat for convulsions  L28 Very high Medium Very low  L29 Apply first aid to treat for heat prostration  L29 Apply first aid to treat for convulsions  L20 Apply first aid to treat for convulsions  L21 Apply first aid to treat for eye injuries  L22 Apply first aid to treat for selzure  L23 Apply first aid to treat for selzure  L24 Apply first aid to treat for lacerations  L25 Apply first aid to treat for lacerations  L26 Apply first aid to treat for lacerations  L27 Apply first aid to treat for lacerations  L28 Apply first aid to treat for lacerations			32			
13 Apply first aid to treat for diabetic reaction   5.07   16   Very high   Medium   Very low     128 Apply first aid to treat for stroke   5.05   14   Very high   Medium   Very low     120 Apply first aid to treat for heat stroke   5.04   06   Uigh   Medium   Very low     13 Apply first aid to treat for broken bones   5.04   28   Very high   Medium   Very low     13 Apply first aid to treat for puncture wounds   5.01   32   Uigh   Medium   Very low     14 Apply first aid to treat for heat prostration   4.99   06   Uigh   Medium   Very low     14 Apply first aid to treat for convulsions   4.96   20   Very high   Medium   Very low     15 Apply first aid to treat for eye injuries   4.92   11   Very high   Medium   Very low     12 Apply first aid to treat for eye injuries   4.84   23   Uigh   Medium   Very low     12 Apply first aid to treat for love explain   4.84   23   Uigh   Medium   Very low     12 Apply first aid to treat for love explain   4.84   23   Uigh   Medium   Very low     12 Apply first aid to treat for love explain   4.84   23   Uigh   Medium   Very low     12 Apply first aid to treat for love explain   4.85   45   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Uigh   Ui						
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L20 Apply first aid to treat for heat stroke   5.04   06	LIS Apply first and to freat for diabetic reaction					
L9 Apply first aid to treat for broken bones   5.04   28   Very high   Medium   Very low     124 Apply first aid to treat for puncture wounds   5.01   32   High   Medium   Very low     L19 Apply first aid to treat for heat prostration   4.99   06   High   Medium   Very low     L12 Apply first aid to treat for convulsions   4.96   20   Very high   Medium   Very low     L15 Apply first aid to treat for eye injuries   4.92   11   Very high   Medium   Very low     L25 Apply first aid to treat for selzure   4.84   23   High   Medium   Very low     L21 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L21 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L25 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L26 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L27 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L28 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L29 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L20 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L21 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     L21 Apply first aid to treat for lacerations   4.45   45   High   Low   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerations   Lacerati						
124 Apply first aid to treat for puncture wounds   5.01   32   High   Medium   Yery   Op						
Light Apply first aid to treat for heat prostration   4.99   06   Hight Medium   Very low	LY Apply first aid to treat for proken comes					
12 Apply first aid to treat for convulsions   4.96   20   Yery high   Medium   Very low     15 Apply first aid to treat for eye injuries   4.92   11   Very high   Medium   Very low     125 Apply first aid to treat for seizure   4.84   23   High   Medium   Very low     121 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     122 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     123 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     124 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     125 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     126 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     126 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     126 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     127 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     128 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     129 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     120 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     121 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     120 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     121 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     122 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     123 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     124 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     125 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     126 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low     127 Apply first aid to treat for lacerations   4.45   45   High   Low   Ver	124 Apply First aid to treat for puncture wounds					
List Apply first aid to treat for eye injuries   4.92   11   Very high   Medium   Very low   125 Apply first aid to treat for seizure   4.84   23   High   Medium   Very low   L21 Apply first aid to treat for lacerations   4.45   45   High   Low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very low   Very						
125 Apply first aid to treat for seizure 4.84 23 High Medium Very low L21 Apply first aid to treat for lacerations 4.45 45 High Low Very low			11			
L21 Apply first aid to treat for lacerations 4.45 45 High Low Very low						
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Selection Group: GUARDING - Tasks involving the guarding of persons outside of a detention facility (defendants at arraignments, children placed in protective custody, etc.).

132 Place children in protective cystody (e.g., child abuse) 4.88 45   High   Medium   Lon		Mean	Percent	TASK F	ACTOR RA	TINGS
132 Place children in protective custody (e.g., child abuse). 3.63. 42 Aidium Lou Lou Lou Lou Lou Lou Lou Lou Lou Lou	CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
MA Arraign defendant. In court Low Low Low Low Low Low Low Low Low Low	1132 Place children in protective custody (e.g., child abuse)	4.88	45	lligh	Medium	Low
	N4 Arraign defendant in court	3.63	42	Medium	Low	Low
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Selection Group: INSPECTING - Tasks involving the close-up inspection of persons, objects, vehicles, dwellings or businesses to examine evidence, check for damage verify personal or vehicular identification, check suspicious circumstances, etc.

CORE TASKS	Mean	Percent		ACTOR RA	TINGS
	C.I.P.	Performing	T.P.	L.D.	T.D.T.
16 Check weapons in and out of detention facility	5.49	26	Tigh	Low	Very lo
33 Inspect patrol vehicle for weapons and contraband	5.28	86	lligh	Low	Low
16 Examine dead bodies for wounds and injuries	5.09	60	High	Medium	Low
17 Examine evidence and personal property from crime scenes	4.97	65	High	lligh	Low
62 Search unlocked businesses and dwellings for signs of illegal entry	4.44	92	High		Very lo
46 Search dead bodies for personal property	4.36	43	Medium	Medium	Low
3 Check condition and status of assigned patrol equipment and vehicle	4.30	91	Medium	1.0%	LOW
118 Investigate traffic accident scene to identify point(s) of impact	4.19	85	lligh	Medium	Low
ll Identify persons involved in traffic accident	4.10	89	High		Yery_lo
3] Test operating condition of accident vehicle equipment	3.91_	58	_ Lligh	Medium.	
39 Observe traffic control device to determine if functioning properly	3.71	6Z	DM	Yery lon	
110 Identify owner of vehicles involved in accident	3.67	88	Med i um	Lon_	LOW
113 Inspect vehicle for fresh damage	3.62	88	Medium	Low	LOW
25 Inspect operator's license	3.60	96	_High	L LOW	Гом_
24 Inspect for Venicle Identification number .55 Physically examine and test doors and windows of dwellings and businesses	$\frac{3.44}{3.34}$	90 90	Medium Medium	Low	Low
26 Inspect private vehicle for conformance with vehicle code	3.19	63	Medium	Low	Low
To inspect private venicle for conformance with venicle code [1] Check vehicles for proper registration (e.g., snowmobiles, off road vehicles, etc.)	3.14	79	Medium	LOW	Low
49 Verify vehicle title information		64	Medium	FOM.	Mediu
49 Yerity Venicle Citle Information 77 Check parks and school grounds	3.06 2,95	90	Medium	FOM	Mediu
6 Check individuals/businesses for compliance with licensing requirements (e.g., hunting, liquor,	7.33		neglum	LUW	L WEOTO
dance permit, vendors, etc.)	2.77	51	Medium	Medium	Media
6 Determine status of auto insurance	2.76	72	Medium	Low	Mediu
O Determine States of auto main ance	1		1,001,011		
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Selection Group: INTERVIEWING - Tasks involving the interviewing of suspicious persons, witnesses, suspects and other persons.

	Mean	Percent		ACTOR RA	
CORE TASKS	C.I.P.		T.P.	L.D.	T.D.T.
H19 Interrogate suspects	5.09	68	Very high	High	Low
H21 Interview complainants, witnesses, etc. H20 Interview complainants, witness with use of polygraph results H22 Interview medical personnel to obtain specific information	5.04	85	Very high	Medium	Low
H2O Interrogate suspect or witness with use of polygraph results	4.54	10	High	High	Medium
H22 Interview medical personnel to obtain specific information	4.44	57	High	lligh	Medium
ID26 Interview suspicious persons	4.01	93	High_	Medium	Very low
015 Interview persons involved in traffic accident	3.87	94	High	Low	Low
D33 Recruit confidential informants	3.49	42	lligh	High	High
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Selection Group: INVESTIGATING - Tasks involving the investigation of suspicious, unusual, illegal or otherwise significant events or circumstances that require explanation.

CORE TASKS	Mean	Percent		CTOR RA	
	C.I.P.	Performing	T.P.	L.D.	T.D.T.
K40 Investigate Injuries to prisoners	4.71	14	High	l.ow	Very low
H56 Trace stolen goods	4.19	39	Medium (	lligh	Med i um
D27 Investigate suspicious vehicle C36 Investigate unusual odors	4.14	95	High	Medium	Very low
C36 Investigate unusual odors	3.83	71	Medium	Low	Low
C37 Investigate unusval sounds	3.45	84	Medium	Low	Low
C37 Investigate unusual sounds  09 Follow-up extent of personal injuries resulting from traffic accident  017 Investigate off road vehicle accidents	3.35	75	fled i um	Medium	Very low
01/ Investigate off road vehicle accidents	3.26	50	tled i um	Low Low Medium Medium	LOW_
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Selection Group: LINE-UP - Tasks that involve conducting on-the-scene or photo line-up suspect identification.

	Mean	Mean Percent	Mean Percent		ACTOR RA	TINGS
CORE TASKS  15 Conduct on-the-scene suspect identification (e.g., show-ups)  124 Organize and conduct photo line-ups	C.I.P.	Performing	T.P.	L.D.	T.D.T.	
15 Conduct on-the-scene suspect identification (e.g., show-ups)	4.69 4.62	34 12	lligh Medium	High High	Low	
124 Organize and conduct photo line-ups	4.62	12	Medium	High	Mediun	
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP) Selection Group: MEDIATING - Tasks involving the control of crowds and/or the mediation of disputes between individuals or groups.

CORF TASKS  D6 Control hostile groups (e.g., demonstrators, rioters, or har patrons)  D30 Mediate family disputes  D29 Mediate civil disputes  D4 Communicate with management and labor over strike disturbances  D7 Control non-violent crowds	Mean	Percent	TASK FA	CTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
D6 Control hostile groups (e.g., demonstrators, rioters, or har patrons)	4.97 4.65	62 40 57 19	lligh	High	Very low
D3O Mediate family disputes	4.65	40	High	High	Low
D29 Mediate civil disputes	4.00 3.76 3.48	57	lligh	High	LOW
D4 Communicate with management and labor over strike disturbances	3./6	19	iledium Medium	<u> High</u>	Low
D/ Control non-violent crowds	3.48	65	Medium	Medium	Low
TO THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE CONTROL OF THE					ļ
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Selection Group: OBSERVATION AND SURVEILLANCE - Tasks involving stationary or moving surveillance to observe for suspicious or wanted persons or vehicles, vehicle code violations, etc.

<b>!</b>	Mean	Percent		ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
C51 Patrol riot stricken or civil disturbance areas H4 Conduct intelligence activities on known or suspected offenders	4.77	13	High	Medium	Low
114 Conduct Intelligence activities on known or suspected offenders	4.58	24 33 95 55	High	lligh	Medium
D28 Locate and observe crowd agitators	4.19	33	High	Medium	Very low
D2B Locate and observe crowd agitators C29 Follow suspicious vehicles (e.g., suspect, suspicious person, operator under the influence)	4.19	95	High	LOW	Very low
H6 Conduct surveillance of individuals or locations	4.16	55	High	High	Low
P10 Clock vehicles using radar	3.86	64	High	Low	Very low
} <del></del>	3.80	88	lligh	Low	Very low
P9 Clock speed of vehicles using speedometer C49 Patrol locations on beat which are potentially physically hazardous to citizens (e.g., construc-					1211 1011
tion site, attractive nuisance)	3.78	54	_ Medium_	Low	LOW
tion site, attractive nuisance) C47 Patrol area containing labor nickets, marchers or demonstrators P22 Fullow suspert webicle to observe traffic violations	3, 73	46	Medium	LOW	LOH
P22 Follow suspect vehicle to observe traffic violations	3.47	90	. Mediuu	LOW	Low
	3,30	62	Medium	LOW	Medium
P36 Monitor traffic for violations  C9 Check railrand crossing for signal violations (e.g., going around gates, train blocking					1000
	3.15	54	Low	LOW	Medium
Crossing) P50 Visually estimate speed of vehicles	_2.80	70	Medium_	Medium	Very low
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relection Group: PAPERWORK-CUSIODY - Tasks involving the collection or return of prisoner property and the review and/or completion of documents associated with the processing and incarceration of prisoners (arrest documents, inventory logs, etc.).

CORE TASKS	ſ	Mean	Percent	TASK F	ACTOR RA	TINGS
Y34 Cuard prices one debeined and the in-			Performing	T.P.	L.D.	T.D.T.
253 Record injuries to prisoners (45 Place holds on prisoners and notify department holding warrant (14 Check individual making bond for wants or warrants (15 Check legal status of the case of prisoners (58 Return prisoner's property		_5.13 4.71	29 17	Medium	Low	Very low
K45 Place holds on priconous and notify described by II		4.71	17	Medium	Low	Very low
K14 Check individual making and norty department notding warrant	L	4.48	38	Medium	Low	Low
K15 Check legal status of the said for waits or wairants		4.22	25	Medium	Low	Low
K58 Return prisoner's property		4.12	- 11	Medium	Low	LOH
K39 Inventory prisoners' personal property K10 Book prisoners by completing arrest forms		4.04	30	Medium	Low	LON
VIO Rook pairs and be resonal property		3.92	32	Medium	Low	Low
KID Collect interim bond		3.84	51	Medium	Medium	Low
CIS COTTECT INTERNATIONAL		3.63	30	Medium	Low	Low
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Selection Group: PAPERWORK-OTHER - Tasks involving the generation, review, storage and retrieval of written information, such as, list, files, warrants, subponenas, etc.

CORE TASKS	Mean	Percent		ACTOR RA	
	C.I.P.	Performing	T.P.	L.D.	TOT
H5) Tag evidence and confiscated properties	4.71	88	lligh	Low	Low
H4O Recover and Inventory stolen property	4.65	72	High	Medium	low
N17 Review warrants for completeness and accuracy	4.57	29	ligh	Medium	LOW
A20 Issue nick-up or wanted notices	4.49	10	Medium	Low	Low
M3 Prepare list of wanted persons for department use	4.19	06	Medium	low	Low
M3 Prepare list of wanted persons for department use [F16 Serve probate orders (e.g., mentals, juveniles, adult offenders)	4.14	25	Medium	Hedium	Media
N18 Serve Subpoenas	3.85	54	Medium	Low	Medium -
	3.65	84	Medium	Low	Low
U41 Release confiscated property C57 Prepare list of wanted persons or stolen vehicles for own use	3.61	32	Medium	Medium	High
C57 Prepare list of wanted persons or stolen vehicles for own use	3.34	66	Medium	Low	Medium
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Selection Group: PHYSICAL ACTIVITY - Moncombative tasks that involve physical activity, such as climbing, crawling, jumping, carrying, dragging, running, etc.

!	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
J16 Run after fleeing suspects	4.39	80	Medium	Very low	Very low
J9 Lift heavy objects or persons	4.17	82	Medium	Low	Low
JI3 Pickup and carry heavy objects or persons	4.17	71	Med i um	Low	Low
IJI Break through doors using force	4.10	50	Medium	Low	Very low
US Drag or pull heavy objects or persons	4.01	74	Med i um	Low	Low
J17 Run up stairs	3.87	81		Very low	
146 Remove vehicles obstructing traffic	3.81	86	Med i um		Very low
J7 Jump down from elevated surfaces	3.81	74		Very low	LOW
J8 Jump over obstacles	3.73	74	Medium	Low	TOM
J22 Wade through marshes, swamp land or waterways	3.68	11	l led i um	Low	Low
Jio Perform duties while wearing heavy equipment (other than gun belt) Jis Pull self up over obstacles	3.67 3.66	<u>25</u>	Medium	Low	Low
1313 Full Sell ub over outlactes 132 Climb through openings (e.g., windows)	3.65	<u>59</u> 84	Medium	Low	Low
J2 Climb through openings (e.g., windows) J14 Pull self through openings	3.65	61		AGLA JOM	Low
J3 Climb up or over obstacles	3.64	88		Very low	Low
J6 Jump across obstacles	3.64	74		very low Very low	
Ull Physically push movable objects	3.61	85		TOM.	Low
J4 Crawl in confined areas (e.g., attics)	3.58	65		Nery_low	LOW.
P47 Remove hazards from roadway (e.g., dead animals, debris, etc.)	3.43	78	76074	LOM-	Low
C50 Patrol on foot	3.35	50	. Hedium		Medium
J18 Stand continuously for more than one-half of the work shift (e.g., guard duty or point control)	3.29	.56		Very_low	Low
024 Remove debris from accident scene	3.19	63	Medium		Low
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Selection Group: PLANNING/SCHEDULING/ORGANIZING - Tasks involving the planning, scheduling or organizing of one's own activities and/or the activities of others.

•	Mean	Percent	TASK FA	ACTOR RA	TING S
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
B15 Plan strategy for making arrests B14 Plan strategy for conducting searches B16 Organize surveillance of individuals or locations A49 Schedule work assignments for other officers	4.84	48	lligh	. Medium	Low_
B14 Plan strategy for conducting searches	4.58	21 18 09	High	liigh_	LOW
1126 Organize serveillance of individuals or locations	_4.05_	18	Medium	High_	Modium
A49 Schedule work assignments for other officers	3.48	09	Medium	_Medium	
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Selection Group: <u>PUBLIC RELATIONS</u> - Tasks that involve informing and/or assisting the public in order to provide general citizen assistance (help disabled persons, stranded motorists, etc.), improve police - community relations, provide information about law enforcement, etc.

	Mean	Percent	TASK FACTOR RA		TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
020 Talk with moonly on the hout to setablish wannout	3.61	80	High	Medium	Medius
G) Conduct community relations programs (e.g., safety programs, crime prevention, tours, C.B. watch)	_3,5]_	21	Medium	High	_Mediur
G9 Respond to general information questions from the public	3.50	59	Medium	Medium	
P7 Assist stranded motorists	_3.32_	95	Medium	Very low	l low
(2. Assist elderly or disabled persons with mobility problems	_3.31_	79	Low	Very low	_ Low.
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Selection Group: RADIO/ILLEPHONE - Tasks that involve communicating via police radio or telephone (requesting information, reporting one's status, responding to inquiries, etc.).

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
M/ Request verification of warrants before service	5.21 5.13	67	High	Very low	Very low
A44 Receive and evaluate telephone requests for police service	5.13	56	lliah	Low	Very low
M/ Request verification of warrants before service A44 Receive and evaluate telephone requests for police service C31 Inform dispatcher by radio as to your status C4 Check for wants/warrants on persons through LCIN C10 Check stolen status on property through LEIN	4.53	56 97 96 87	High	Low	Very low
C4 Check for wants/warrants on persons through LCIN	4.44	96	lligh	Low	Very low
C10 Check stolen status on property through LEIN ,	3.81	87	Medium	Low	Low
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Selection Group: REVIEW AND RECALL - Tasks involving the review and/or recall of pertinent information (wanted vehicles or persons, criminal activity in area, investigative findings, etc.).

CODE TARKS	Mean	Percent		ACTOR RA	
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
H60 Verify the identity of deceased persons C30 Identify wanted vehicles or persons A9 Describe persons to other officers (e.g., suspects, missing persons) N16 Review reports and notes for court testimony H44 Review records and pictures to identify suspects H58 Utilize department records to assist in investigation	5.02	37	Medium_	Medium	Low
C30 Identify wanted vehicles or persons	4.85	. 82	High	Low	Very lo
A9 Describe persons to other officers (e.g., suspects, missing persons)	4.75	91	High	TOM	Very lo
NI6 Review reports and notes for court testimony	.4.72	62	High	Medium	Low
H44 Review records and pictures to identify suspects	4.36	41	Medium	Medium	Medium
H58 Utilize department records to assist in investigation	4.02		Medium	Medium	Medium
C6] Review information on criminal activity in area	3.93	_77	High	LOW	low
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Selection Group: SEARCHING - Tasks involving the searching of persons, vehicles, buildings or geographical areas for contraband, evidence, witnesses, missing/wanted persons, etc.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
D5 Conduct field search of arrested persons	6.03	90	Very high	low	Very low
B6 Conduct frisk or pat down	5.94	98	Very high	Low	Very low
D35 Search for bombs	5.75	47	High	Medium	Very low
II45 Search crime scenes for physical evidence	5,43	81	Very high	High	Nerv low
B19 Search premises or property in hot pursuit situations	5.07	53	Very high	Medium	Nery low
B21 Search premises or property with warrant	5.06	40	Very high	_ Medium	l low
BIB Search premises or property incident to arrest	5.03	76	<u>Yery high</u>	<u>Medium</u>	Very low
1123 Locate witnesses to crime	4.97	79	_High	Medium	Very low
1147 Search fire debris for evidence relating to the cause of the fire	4.95	18	High	lligh_	Low
B17 Search movable automobile under independent probable cause B20 Search premises or property with consent	4.79	76 76	Medium		Very luw
B13 Participate in raids	4.71	42	Yery high Medium	Medium	Very low
C65 Track persons from scene (e.g., footprints in snow or mud)	4.32	79	Medium	<u>megium</u>	Low Very low
027 Search accident scenes for physical evidence	4.16	70	High	Medium	
020 Locate witnesses to traffic accidents	4,02	83	lligh	Low	Low
C45 Participate in large scale area search parties	3.63	33	Medium	Low	LOW
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	Mean	Percent	TASK FA	CTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
114 Dust and lift latent fingerprints	5.66	32	Very high	lligh	Low
	5.33	32 74	High	Low	Very low
036 Secure accident and disaster scenes H3 Collect evidence and personal property from crime scenes B22 Seize contraband H2 Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)	5.25	83 79 08	Very high		Very low
B22 Seize contraband	4.90	79	Very high		Very low
H2 Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)	4.76	08	iligh	lligh	Low
N4/ Process evidence seized at custodial search	4.69	32 76	lligh	Low	Low
H27 Package evidence or personal property	4.61	76	High	Medium	Low
02 Collect physical evidence from accident scenes	4.48	66	lligh	Medium	Low
023 Protect traffic accident physical evidence for collection	4.29	57	High		Very low
C63 Secure house or property (e.g., lock, close doors and windows, etc.)	3.78	84	Medium	Low	Low
810 Impound property	3.71	94 73	lligh	Low	Low
C64 Secure vehicles	3.68	13	Medium	_Low	Low
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Selection Group: SKEICHING/DIAGRANMING - Tasks associated with the sketching/diagramming of crime or accident scenes.

	Mean	Percent	TASK F	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
Hil Diagram crime scenes 07 Diagram accident scenes 089 Take coordinate measures of traffic accident scenes (e.g., triangulation). 081 Measure skid marks	4.72	39 90 42 66	High	li igh:	Low
07 Diagram accident scenes	4.24	90	Hiah	Medium	Low
029 Take coordinate measures of traffic accident scenes (e.g., triangulation)	4.13	42	High	l Hiah	Ton
121 Measure skid marks	3.91	66	High	Medium	Lon
MALLIDSCHILD STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE OF THE STATE		27	-1/130		
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# SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP) Selection Group: SUBDUING/RESTRAINING - Tasks that involve restraining and/or subduing persons who offer physical resistance.

CORE TASKS	Mean	Percent	TASK F	ACTOR RA	TINGS
J19 Subdue attacking persons J20 Subdue subject resisting arrest C16 Confront, in a riot formation, groups of agitated people B9 Handcuff suspects or prisoners J12 Physically restrain crowds	C.I.P.	Performing	1 10	10	TD
J20 Subdue subject resisting arrest	5.99 5.80	71 85 16	very high very high High very high High	Medium Medium Medium Low Low	Verv
Cle Confront in a riot found the	5.80	85	Very high	Medium	Very
19 Handcuff suspects or pulcton, groups of agitated people	5.49 5.49 4.65	16	lian	Medium	Very i
112 Physically restrain	5.49	98 49	very high	l OW	Very
ore rhysically restrain crowds	4.65	49	High	100	Work 1
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Selection Group: <u>TESTIFYING</u> - Tasks that involve testifying in court or other legal proceedings (liquor board hearings, parole or probation hearings, etc.).

	Mean	Percent	TASK FA	CTOR RAT	TING S
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
	5.28	85	Yery high	Medium	Low
120 Testify in criminal cases 114 Present evidence in legal proceedings	5.13	45	Yery high.	Medium	Tow
150 Swear out complaints or warrants 422 Testify in parole or probation hearings: 423 Testify in Secretary of State implied consent hearings 421 Testify in liquor board hearings	4.27_	56	ligh	Medium	Medium
#22 Testify in parole or probation hearings:	4.65	10 1	liigh	_Medium	Low
123 lestify in Secretary of State implied consent hearings	4.65	45	l lliah l	Medium	Low
N21 Testify in liquor board hearings	4.24	13	lligh	Medium	_ Low
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP) Selection Group: TRAFFIC CONTROL - Tasks involving the control of vehicular and pedestrian traffic by means of hand signals, flare patterns, etc.

	Mean	Mean Percent			RRATINGS		
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T		
30 Take precautions to prevent additional accidents at accident scene 17 Direct traffic using flashlight or illuminated baton 18 Direct traffic using hand signals 16 Direct traffic using flare pattern or traffic cone patterns 14 Direct pedestrian traffic	5.25	<u>76</u>	High	Low	Very lo		
17 Direct traffic using flashlight or illuminated baton	4 701	- Ei	Medium	Inw	Very lo		
8 Direct traffic using hand signals	3.99	90	Medium	low	Very Id		
16 Direct traffic using flare pattern or traffic cone patterns	3.82	56	Medium	Line	low		
14 Direct nedestrian traffic	3.99 3.82 3.51	90 56 44	Hedium	Low Low	I.ow		
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SUMMARY INFORMATION FOR CORE TASKS PERFORMED BY EIGHT TRADITIONAL AGENCIES (ARRANGED BY SELECTION GROUP)

Selection Group: TRAINING - Tasks that involve the providing of on-the-job training.

Į.	Mean	Percent Performing	TASK FA T.P. High	ACTOR RA	TINGS
CORE TASKS	C.I.P.	Performing	T.P.	L.D.	T.D.T.
A24 Instruct on-the-job training	4.60	19	High	High	Lew
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	Mea	an	Percent	TASK FACTOR RATI			
CORE TASKS	C.I.	P.	Performing	T.P.	1.D.	T.D.T	
37 Discharge firearm at person 38 Draw weapon A38 Participate in firearms training C13 Clean and inspect weapons	6.4	16	05 81	Very high. Very high Very high Iligh	Medium	Very lo	
38 Draw weapon	1 5.7	78	81	Very high	1 ow	Very lo	
A38 Participate in firearms training	5.1	0	80	Very high	low	Medi	
13 Clean and inspect weapons	4.8	33	80 87	High	low	low	
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Selection Group: WRITING - Tasks that involve recording information and/or describing acts or events in writing (filling out incident reports, taking statements, recording confessions, making entries in patrol log, etc.).

C.f.P. Performing T.P. L.D. T.C. It It Document chain of custody for evidence	Mean Percent TASK FACT	R RATINGS	
III3 Document Chain of custody for evidence 5.54 50 Very high Medium Lo			
B12 Obtain search warrants and/or make proper return H39 Record location of physical evidence at scene S16 66 High Medium Very H38 Record confessions in writing S17 490 44 High High Li High Medium Very H39 Prepare felony complaint forms for warrant authorization H39 Summarize in writing the statements of witnesses and complainants H39 Summarize in writing the statements of witnesses and complainants H30 Take statements of witnesses H30 B6 High Medium Li H31 Prepare criminal case summary sheet for prosecutor H34 Prepare misdemeanor complaint forms for warrant authorization H34 Prepare misdemeanor complaint forms for warrant authorization H36 F78 High Medium Medium Medium Li H37 Complete the standard traffic accident report form (UD-10) H38 Prepare H39 High Medium Li H39 Summarize H39 High Medium Medium Medium Li H39 Summarize H39 High Medium Medium Li H30 Summarize H39 High Medium Medium Li H31 Prepare misdemeanor complaint forms for warrant authorization H39 Summarize H39 High Medium Medium Li H39 Summarize H39 High Medium Medium Li H39 Summarize H39 High Medium Li H39 Summarize H39 High Medium Li H39 Summarize H39 High Medium Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High Medium Li H39 Summarize H39 High High H29 H39 H39 H39 H39 H39 H39 H39 H39 H39 H3			esmear.
High Record location of physical evidence at scene High Medium Very High Record confessions in writing S.03 40 High High Le High High Le High High Le High High Medium Medium Medium Medium Le High High Medium Medium Le High High Medium Medium Le High Le High Medium Medium Le High Medium Medium Le High Medium			
High Record confessions in writing 5.03 40 High High Lot High High High High High High High High			100
High Medium Me	ing 5.03 40 Uigh	ich lo	
III49 Summarize in writing the statements of witnesses and complainants 4.86 68 High High Medium II53 Take statements of witnesses 4.83 86 High Medium II54 II55 Take statements of witnesses 4.88 86 High Medium II55 II	orms for warrant authorization 4.90 44 High		
IIS3 Take statements of witnesses 4.83 86 High Medium Lo IIS2 Prepare criminal case summary sheet for prosecutor 4.58 29 High Medium Medium IIS3 Prepare criminal case summary sheet for prosecutor 4.58 29 High Medium Medium IIS3 Prepare criminal case summary sheet for prosecutor 4.58 29 High Medium M	catements of witnesses and complainants 4.86 68 High		
High Medium Med	4.83 86 High M		
134 Prepare misdemeanor complaint forms for warrant authorization 4.48 59 High Medium Medi	ary sheet for prosecutor 4.58 29 High M		
C66 Transcribe field notes for reports 4.36 78 High Medium Medium Medium Medium Medium Medium Medium C72 Medium	int forms for warrant authorization 4.48 59 High M		
O3 Complete the standard traffic accident report form (UD-10) 4.30 91 High Medium Local Complete Co	reports 4.36 78 High M		
C72 Write narrative reports 4.28 92 High High Medium	(ic accident report form (UD-10) 4.30 91 High M		
Pll Complete DULL arrest reports 4.23 85 High Medium Mediu	4.28 92 High		
P44 Record circumstances regarding traffic citation 3.65 68 High Low Medium Med	4,23 85 High M		
C15 Complete incident reports by checking off boxes or filling in blanks 3,53 26 High Medium Medium	ting traffic citation 3.65 68 High		
C38 Make entries in individual patrol log 3.39 91 High Low Me	by checking off boxes or filling in blanks 3.53 26 High M		
	patrol log 3.39 91 High		
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Appendix M

CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY TRAINING GROUP)

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TASK FACTOR ABBREVIATIONS

C.I.P. - Consequences of Inadequate Performance T.P. - Training Priority L.D. - Task Learning Difficulty T.D.T. - Task Delay Tolerance

CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY TRAINING GROUP)

,	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
ARREST & DEWAIN TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf
Bl Advise persons of constitutional rights		Ī		
B4 Arrest persons without a warrant	5.50767	6.20/63	5.68/97	5.50790
C71 Transport prisoners	5.00/59	5.30/64	5.75797	4.50789
B3 Arrest persons with a warrant	1.50/41	6.00/26 5.33/18	5.43/81	6.00783
BIS Plan strategy for making arrests	5.00/41	5.33/18	5.12/95	3.00775
B15 Plan strategy for making arrests B23 Take into custody person detained by citizen	3.50/10	4.71/32 5.33/10	4.86/89	3.50745
1 P34 Make custodia) traffic arrest (physical arrest)	3.50/08	5.33/10	4.75/31	3.00725
BI6 Request bystanders to assist in an apprehension	3.30/110	3.00/03	4.85719 4.23705	6.00765
1017 Explain nature of complaints to offenders	2.50/49	3.87/33	14-23/05	3.66750
Bll Issue citations for non-traffic offenses (e.g., appearance tickets, ordinance violations)	3.00/28	3,07733	3.28/88 4.00/99	4.33'95
Nil Instruct suspect on process for obtaining an attorney		3.50/10	2.58/40	4.33.33
			2:30/70	
CASE PROSECUTION				
1133 Prepare felony complaint forms for warrant authorization	3.00/12	4.66/18	5.11/23	76.00758
TIDO SARAT ONE COMPTAINTS OF MARKANTS	4.00/16	4.00/25	4.38789	4.00755
1117 Review warrants for completeness and accuracy			4 5 3 7 7 4	3.50745
1134 Prepare misdemeanor complaint forms for warrant authorization 119 Confer with prosecutor or city attorney regarding warrant authorization	3.00/16	3.50/13	5.00/87 4.76/94	5.50 63
137 Percentaged the transport of city attorney regarding warrant authorization	3.00/20	4.50/30	4.76/94	5.00775
H37 Recommend the issuance of an arrest warrant NB Confer with prosecutor or city attorney prior to testimony regarding case	4.00/10	4.60/14	4.33/85	5.00 4U 3.00 7E
NIO Discuss cases with prosecutors or city attorneys following legal proceedings	3.00/31	3.87/35	4.76/97	3.00 78
The briskers takes with brusecutors of City attorneys Tollowing Tegal proceedings	3.00/20	4.00/21	4.06/84	4.00/55
CIVIL DISORDERS				
Cl6 Confront. in a riot formation, groups of agitated people		6.50/06	- FO/13	
U6 Control hostile groups (e.g., demonstrators, riggers, or bar patrons)	4,00/26	5.00/14	5.50/13	4.50/22
LCDL PairOL Flot Stricken or civil disturbance areas	- 3.700/50	6,50/04	5.18/34 4.60/10	6.00/60 5.00/20
D28 Locate and observe crowd agitators		5.50/08	4.00/10	3.50/63
LD4 Communicate with management and labor over strike disturbances		3.57/23	- 4,007 10 -	$-\frac{3}{3},\frac{30}{60},\frac{33}{53}$
1.14/ Patrol area containing labor vickets, marchers or demonstrators	3.00/22	4.55/58	***	3.00/13
D7 Control non-violent crowds	3,00/43	3,33/25	3,66/54	3.667.8
CLYIL PROCESS				
Elf. Serve probate orders (e.g., mentals, juveniles, adult offenders)				4.00/08
PILE PHINTER FOR 1330EG OF DEL TE'N' MILES	3.00/08	5,00/08	3.70/35 4.28/70	6.00733
	3.00/10	4.00/03	4,28/70	773700750
COLLECTION & PRESERVATION OF EVIDENCE				
LULLELITUM & PRESERVATION OF TYPORICE				
H13 Document chain of custody for evidence H3 Collect evidence and personal property from crime scenes H39 Record location of physical evidence at scenes	4.50/20	5.40/11	4.87/76	5.5!! 52
	5.00/28	4.22/59	4.70/93	5.50 55 3.00 65 5.00 48
H17 Examine evidence and personal property from crime scenes	3.50/18	4.40/40	4.33/71	5,00,48
H29 Photograph crime scene	3.00/06	4.00/29 3.00/15	4.23/81	4.00 53 4.50 40
	-3.00/00 -1	- 3.00/13 -	3.60/07	4.30[40]
H51 Tag evidence and confiscated properties	4,00/57	4.66/48	4.58/99	4.50/78
	4.00/06	4.50/14	3.25/39	- 3 36/48 -1
H40 Recover and inventory stolen property H27 Package evidence or personal property	4.00/14	4.60/56	3.66/22	3.00/35
HZZ_Package_evidence_or_personal_property	2.50/28	4.00/33	4.00/86	4.60 -5 -1
HSZ Iransport property or evidence	3.00/29	3,50/68	4.00/93	1 \$0 - 7 \$
I DAT WITHERE TO ANTODE IS TO A STATE OF THE	i			5.00 45 4.00 0 4.50 5 5.00 5
141 Release confiscated property			7.93/94	T4.5C E3 1
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CORE TASKS PERFORMED BY SPECIALIZED AGENCIES (ARRANGED BY JRAINING GROUP)

	AIRPORT		NATURAL RES.	
TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Pert.	CIP/% Perf.	CIP/% Per
CONFLICT MEDIATION				
D30 Mediate family disputes	3.00/26		4.50/07	4.50/70
[129 Mediate civil disputes	-		4.60/07	5.00/38
COURT FUNCTIONS				
B12 Obtain search warrants and/or make proper return		5,00/06	5.29/66	5.00/23
His Prepare witnesses for court testimony		5.33/05	4.58/67	5.00/33
NA Arraion defendant in court	3,00/16		4.06/85	4.00/68
111 111				
CRIME PREVENTION				
G) Conduct community relations programs (e.g., safety programs, crime prevention, tours, C.B.				L
watch)		4.00/06	3.20/74	3.00/25
	- -			
CRIME SCENE SEARCH	3,50/22	4,22/53	4.33/91	E 00 100
H45 Search crime scenes for physical evidence H47 Search fire debris for evidence relating to the cause of the fire	5.00/08	5.00/15	4.33/91	5.00/60 4.00/08
HB Determine need for specialized assistance at a crime scene	3.00/08	3.71/21	3.78/46	4.00/48
B13 Participate in raids	3,00/02	4.00/09	5.12/69	3,00/13
814 Plan strategy for conducting searches	3.00/12	4.16/09	4.91/57	3.50/20
146 Search dead bodies for personal property		LILLWA VALLE	4.00/03	5.50/23
C65 Track persons from scene (e.g., footprints in snow or mud)		4.44/70	3.50/91	5.00/55
CRIMINAL INVESTIGATION.	_}			
H16 Examine dead bodies for wounds and injuries		4.00/05 6.00/01	5.00/37	4.00/20
Hou Yerify the identity of deceased persons	3.00/26	4.20/46	5.50/02	5.00/10
H23 Locate witnesses to crime H5 Conduct on-the-scene suspect identifications (e.g., show-ups)	4.00/06	4.20/40	4.29/75	5.00/53 3.00/40
H24 Organize and conduct photo line-ups	4.00/00	7.00701	4.30/30	7.6671
143 Review with medical examiner circumstances relating to a death		7.00701		4.00/15
114 Conduct intelligence activities on known or suspected offenders		3.66/23	3.71/65	3.00/28
H59 Verify reliability and credibility of witnesses		3,50/15	3.92/71	4.00/36
HI5 Establish modus operandi (M.O.) of a suspect		4.00/16	3.00/49	3.00/28
H9 Determine whether incidents are criminal or civil matters	4.00/28	3.62/25	3.57/71	4.00/58
II44 Review records and pictures to identity suspects		4.50/14	3.37/37	5.00/30
N28 Participate in investigations with other law enforcement agencies	3,00/24	3.87/49	3.88/83	3.50/6
Al9 Exchange necessary information with other law enforcement officials	3.50/71	4.44/64	4.35/96	5.00/7
H42 Review crime lab reports to guide investigation		4.00/01	3.69/47	3.00/3
HIO Determine whether recovered property is linked with a previous crime		4.25/45	3.50/48	3.00/3
H56 Irace stolen goods		3.50/35	3.33/17	5.00/30
N6 Conduct surveillance of individuals or locations	_	4,10/69	3.93/91 3.42/70	3.60/5 2.50/2
H26 Organize surveillance of individuals or locations		4.75/34	3.42/70	3,50/6
H58 Utilize department records to assist in investigation H1 Analyze and compare incidents for similarity of modus operandi (N.O.)		4.42/45 3.33/41	3.00/66	3.00/3
H54 Talk with families of adult suspects or defendants (advise, inform, notify, counsel)	-	4.00/08	3.71/44	3.00/5
133 Recruit confidential informants		4.00/26	3.64/28	1.4. 4.8. N. N. N. N. S. L. S. S. S. S. S. S. S. S. S. S. S. S. S.
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	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARY
TRAINING GROUP/TASKS		CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
DRIVING		011 / 70 1 0111	011774 1011.	011 / 78 1 011.
C20 Engage in high speed driving in congested area		6.00724	6.30/33	4.50765
C22 Engage in high speed pursuit or response driving on open road	4.00/14	6.00/23	6.13/79	6.00/65
C21 Engage in high speed pursuit or response driving off road	4.00/24	6.00/14	5.86/65	4.00/45
C43 Operate vehicle on ice covered road	3.00/61	5.20/94	5,23/99	3.66/99
C44 Operate vehicle on snow covered road	3.00/75	4.90/91	5.00/97	4.50/99
C41 Operate vehicle in driving rain	3.00/67	4.55/93	4.73/98	3.33/93
C23 Escort emergency vehicles	3.50/39	3.00/10	3.90/18	4.00/63
C42 Operate vehicle on dirt covered road	3.00/57	3,80794	4.64/99	3.00/95
				I I
DUIL ENFORCEMENT				
P6 Arrest DUIL suspects	4.00/12	4.00/04	4.75/40	6.00/80
P40 Operate "breathalyzer" instrument to test blood alcohol content				
N23 Testify in Secretary of State implied consent hearings			6,00/05	5.00/15
Pl Administer roadside sobriety test	3,00/14	4.00/03	4.12/35 4.50/04	5.50/63
P5 Arrange for obtaining blood or urine samples for sobilety tests			4.50/04	5,00/13
				ļ
IMIRGINCY PRIPAREDNESS - DISASTER CONTROL .				2-2-132
035 Search for bombs	5.50/49	5,33/20	5.50/01	5.00/15
D14 Evacuate persons from dangerous area	4.00/26	5,66/14	5,36/14	5.50/38
D36 Secure accident and disaster scenes	4,50/31	5.33/48	4.14/35	5,00/68
CLE D. HOLLYWING & DEDONY UNIT THE			ļ 	
CIELD NOIETAKING & REPORT WRITING	4.00/22	4.50/43	4.46/63	4.00/68
H49 Summarize in writing the statements of witnesses and complainants	4,00/22	4,50/43	4,40/03	4.00/00
N32 Prepare criminal case summary sheet for prosecutor C66 Transcribe field notes for reports	3.00/53	4.00/66	3,64/85	3.00/75
C72 Write narrative reports	4,00/71	4.71/65	3,60/96	3,33/85
Pll Complete Mill arrest reports	3,00/10	4.///05	3,50/18	5,50/75
A56 Type incident reports	2,50/55	3,00/71	4.11/66	-3-30173-1
Cls Complete incident reports by checking off boxes or filling in blanks	3.00/16	3.55/09	3.00/15	
THE COMPLETE METORIC LENGITS ST. CHECKING ALL PROPERTY IN PROPERTY.		1_1/1/1		
FINGERPRINTING & PAIMPRINTING				
K33 Fingerprint prisoners				3.00725
FIREARMS TRAINING				
B7 Discharge firearm at person				7.00703
B8 Draw weapon -	5,50/22	5.33/45	6.00/16	7.00/48
A38 Participate in firearms training	4,50/41	5.11/83	5.13/97	4.00/55
Cl3 Clean and Inspect weapons	4.00/77	5.00/71	4.35/98	5.00/80
FIRST AID			 	
L1 Administer cardio-pulmonary resuscitation (CPR)	4.50/14		6.18/03	6.00/20
12 Administer mouth-to-mouth resuscitation	4.50/16	6,00/01	6.33/02	6.00720
L18 Apply first aid to treat for heart attack	4.50/35		6.07/06	5.50/30
L7 Apply first aid to treat for amoutations	5.50/02		6,11/01	7.00/03
15 Apply first aid to control bleeding	4.00/35	6.00/04	6.13/28	6.33765
L17 Apply first aid to treat for gunshot wounds		6.50/03	5.85/04	4.00/05
14. Administer oxygen using resuscitator		-		5.00/25
L14 Apply first aid to treat for electric shock	4.00/02			4.00/03
L3 Administer oxygen using oxygen supply device other than resuscitator	4.00/18		****	1 10730-
1123 Apply first aid to treat for poisoning		ATAN METHODOLOGIA STATE I		5,50/08

	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
FIRST AID (Continued)				
L26 Apply first aid to treat for shock	4.00/18	6.00/04	5.21713	5.66/48
L22 Apply first aid to treat for overdose	4.00/08		4.91701	6.00738
130 April Single and to April for house	3.50/20	5.00/01	4.61/15	4.00/45
L13 Apply first aid to treat for diabetic reaction	4.00/12	1	5.63/02 5.23/01	3.00/18
L28 Apply first aid to treat for stroke	4.50/02		5.23701	3.50/13
L20 Apply first aid to treat for heat stroke	3.50/14		1 4.92/02	1.00/18
L9 Apply first aid to treat for broken bones	4.00/14	5.00/01	4.66/10	4.00753
[24 Apply first aid to treat for puncture wounds	4.00/18	5.00/04	4.84715	1.00/60
L19 Apply first aid to treat for heat prostration	3.50/06		5.07/01	5.00/25
112 Apply first aid to treat for convulsions	4.00/10		5.27/02	4.33/18
LIS Apply first aid to treat for eye injuries	4.00/29		5.30/08	5.00/28
L25 Apply first aid to treat for seizure	4.00/12		4.83/02	4.50/25
C68 Transport injured persons	3.50/26	4.40/20	5.12/35	5.00/63
121 Apply first aid to treat for lacerations	3.50/37	4.00/05	4.13/19	4.00/65
L6 Apply first aid to treat for abrasions	3.00/43	5.00/04	3.92/38	3.00/80
INTERVIEW & INTERROGATION			L	
H19 Interrogate suspects	4.00/33	4.55/50	4.68/94 4.58/93	5.00/65
H21 Interview complainants, witnesses, etc.	3.00/49	4.33/65	4.58/93	4.50/70
H38 Record confessions in writing	4.00/12	5.00/06	4.56/59	5.00/25
H53 Take statements of witnesses	3.00/39	4.70/60	4.75/81	5,00/83
1 H2O Interrogate suspect or witness with use of polygraph results			4.00/07	
H22 Interview medical personnel to obtain specific information		4.50/23	4.00/15	3.00/48
JAIL_OPERALIONS				2 55 153
K16 Check meapons in and out of detention facility			3.50/18	6.00/08
K34 Guard prisoners detained outside jail			3.50/18 4.33/21 3.50/01	5.00/25
K53 Record injuries to prisoners		4.00/01	3.50/01	5.00/08
K40 Investigate injuries to prisoners K47 Process evidence seized at custodial search		 	3.50/03	5.00/13
K47 Process evidence seized at custodial search		3.00/05	3.50/11	4.00733
1 K45 Place holds on prisoners and notity department holding warrant			4.25/16	4.00738
K14 Check individual making bond for wants or warrants				4.00728
K15 Check legal status of the case of prisoners			6.00/12	4.00/15
K58 Return_prisoner's property			3.33/08	4.00/35
k39 Inventory prisoners' personal property			3.33/08	5.50733
KIO Book prisoners by completing arrest forms			3.00/35 3.36/64	3.00743
K19_Collect_interim_bond		ļ. 	3,36/64	5.00/40
K4_Answer_inquiries_concerning_prisoners				3.00/60
NUCLUI PROPERTY				
DIVENILE PROCESS	· 			6.00/15
D32 Place children in protective custody (e.g., child abuse)	4 50/25	4 00701	A 00705	9.00/13
B2_Apprehend_juvenile_offenders	4.50/35	4.90/91	4.80/95	2.50/88
185 Talk with families of juvenile suspects or defendants ladvise, inform, notify, counsel)	3.50/12	4.00/39 3.00/40	3.66/72	3.50/85 3.00/78
DS Counsel juyeniles	$\frac{3.50/12}{3.00/08}$	3.20720	3.70/49	3.00/48
D5 Conduct parent-juvenile conferences	3.00/08	3.37750	3.06/68	4.00/28
H7 Confer with juvenile probation officer P3 Advise parents of children's violation of traffic laws	3.00/19		3.00/21	2.66/53
				2.00/33
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	AIRPORT		NATURAL RES.	
TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
LATENT PRINTS				
1114 Dust and lift latent fingerprints		7.00/03	4,00/09	
MISCELLANEOUS				
A53 lest and evaluate police equipment		3,20/13	3,60/31	
A46 Request equipment regair	3,50/57	2.75/66	3.53/96	5.00/88
Als Evaluate citizen complaints regarding tickets or other minor offenses	ZIZSTEL	3,50/03	3.78/50	A.001.00
M.J. CHATHALE LITERAL EMPHANICAL CANADINA STANSAR ACCOUNTS AND ACCOUNT		X (X = 1 X X	- STITLE .	· · · · · · · · · · · · · · · · · · ·
MOTOR VEHICLE ACCIDENT INVESTIGATION		and the company of th		f - · · · · · · · · · · · · · · · · · ·
030 Take precautions to prevent additional accidents a accident scen	3,50/12	4,60/20	4.85/35	5.50/73
102 Collect physical evidence from accident scenes	3.00/24	3.83723	3,60/09	3.50/55
025 Request emergency assistance for traffic accident (e.g., wrecker, ambulance, salt truck)	3.00/20	4.28738	4.92/57	4.66/80
04 Determine contributing factors to an accident		4.75/40	3.00/09	4.00775
028 Set priorities for action at accident scene	3.00/12	3.50/18	4.33/08	3.50/68
05 Determine fault in a traffic accident	_ 11937.12	5.33/33	3.00/05	3.50/70 3.33/83
03 Complete the standard traffic accident report form (UD-10)	3,00/26	6,50/10	4.00/07	7 73/83
1023 Protect traffic accident physical evidence for collection	3.00/10	4.60/10	3,66/09	3.50/48
07 Diagram accident scenes	3.00/26	4.50/39	4.00/10	4.00/85
1018 Investigate traffic accident scene to identify point(s) of impact	3,00/22	4.00/36	3.50/03	2.50/78
	" 31001 cc	3.80/24	3,33/16	4.50/65
08 Direct activities at scenes of accident investigations 027 Search accident scenes for physical evidence	3,00/14	4.00/25	3.00/12	4.00/70
029 Take coordinate measures of traffice accident scenes (e.g., triangulation)	4.00/06	4.00/08	3.997.16	3.50/43
UZY Take Coordinate measures of Craffice accident scenes (e.g., Criangulation)		4.14/58	3.11/28	4.66/83
Oll Identify persons involved in traffic accident	3.00/24 _3.00/18	3.80/39	3.75/10	4.50/68
020 Locate witnesses to traffic accidents		4.00/11		5.00/60
022 Photograph accident scenes	3.00/14		4.03/04	4.50/63
02] Measure_skid_marks031_Test_operating_condition_of_accident_vehicle_equipment	3.00/10	4.00/09	3.00/02	4.50/58
	3.00/08	4.00/53	3.25/21	3,66/85
	3.00/26	3.33/53		
Q10 Identify owner of vehicles involved in accident	3.00/24	3.20/33	3.42/29	4.33/85
0]3 Inspect vehicle for fresh damage		3. ZU/33	3.33/18	2.50/85
019 Issue citation(s) in traffic accident		2 00/26	4 00/00	5.00/78
09 Follow-up extent of personal injuries resulting from traffic accident	2 00/06	3.20/36	4.00/02	
026 Review accidents with accident investigators	3.00/06	3.75/19	3.80/14	3.00/40
017 Investigate off road vehicle accidents 024 Remove debris from accident scene	3.00/16	3.33/23	3.50/22 3.00/23	3.00/68
024 Remove George from accident scene	3.00/10	3.50/20	3.00/23	3.50/63
OFFICE A OFFICE				
OFFICE & CLERICAL			6.00/16	3.00/15
A29 Issue pick-up or wanted notices			4.75/15	3,00/13
A43 Prepare list of wanted persons for department use A48 Review other officers' incident reports for completeness and accuracy		A CC (110	$\frac{4.73/15}{3.87/14}$	4.50/33
ARB Keylew other officers' incident reports for completeness and accuracy	2.50/73	4.66/19 3.66/39	3.11/34	4.80776
1152 Take custody of lost and found property	2,50//3			
A49 Schedule work assignments for other officers		4.33/10	4.00/23	5.00/15
P49 Verify vehicle title information	3.00/16	3.00/15	4.33/23	3.50/48
PATROL OPERATIONS C33 Inspect patrol yehicle for weapons and contraband		7 00 /55	7 50753	- 7 70.173
List Inspect patrol Yehicle for weapons and contraband	3.00/22	4.00/25	4.50/53	F 00/63
C60 Request back-up assistance C30 Identify wanted vehicles or persons	3,50/63	5,52/71	4.86/85	3.00/93
C30 Identity wanted vehicles or persons	3,00/20	5.00/13	5.46/60	5.00/75
C69 Iransport mental patients	3.50/24	6,66/06	5.71/03	4.50/25
A9 Describe persons to other officers (e.g., suspects, missing persons)	3.00/71	4.25/68	4.20/90	4.50/85
LG2 Search unlocked businesses and dwellings for signs of illegal entry	3.00/35	4.28/46	3.16/38	4,09/68]

	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
TRAINING GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
PATROL OPERATIONS (Continued)				
C28 Flush fuel spills	3.00/31		5.40/11	5.00/10
C3 Check condition and status of assigned patrol equipment and vehicle	3.50/69	4,20/73	4,18/99	4.66/93
DIO Direct actions of officer(s) arriving to assist	3,50/37	4.37/46	4,75/69	5.00/73
(1) Advise property owners or agents of potentially hazardous conditions	3,50/53	5,75/36	3,50/51	3.50/60
1 C29 Follow suspicious vehicles (e.g., suspect, suspicious person, operator under the influence)	3.00/45	4.00/50	3.93/96	3,66/80
D27 Investigate suspicious vehicle	3.00/61	4.50/81	3.93/96	4,50/90
D26 Interview suspicious persons C61 Review information on criminal activity in area	3.00/59	4.30/73	3.87/90 3.45/73	4.50/83 3.00/50
C61 Review information on criminal activity in area	3.00/22	4.00/58	3.45/73	3.00/50
D3 Comfort emotionally upset persons	2.50/63 3.50/29	4.00/29	3.63/57	4.00/85
D3 Comfort emotionally upset persons A33 Notify public agencies or utilities of damage to their equipment	3.50/29	4.00/26	3.18/38	4.50753
C24 Escort money, valuables or people to provide security	3.00/57	3.00/23	3.16/15	4.00/78
C36 Investigate unusual odors	2.50/53	3.62/43	4.00749	3.50735
Dll Direct actions of public service personnel arriving to assist	4.00/28	3.85/20	4.90/32	5.00/53
C63 Secure house or property (e.g., lock, close doors and windows, etc.)		3.60/50		5.00/80
C49 Patrol locations on beat which are potentially physically hazardous to citizens (e.g., con-	3 00/06	4.60/40	7 30701	4.50/40
struction site, attractive nuisance)	3.00/26	3.77/54	4.20/27 3.57/38	5.00780
C64 Secure vehicles		3.80/25	2.76/90	2.50768
D2 Advise victims of the procedures to prosecute	3.00/14	5.50/08	3.86/52	3.33/40
C45 Participate in large scale area search parties	3.00/19	3.00/54	3.13/90	3.33/10
D39 Talk with people on the beat to establish rapport	3.00/31	3.40/39	4.43/83	3.00/50
C53 Perform first line maintenance on patrol vehicle G9 Respond to general information guestions from the public	3.00/31	3.33/28	4.06/90	3.33/65
69 Respond to general information questions from the public	2.50/35	2.87/48	3.11/55	3.00/63
C37 Investigate unusual sounds	2.50/33	3.80/84	2.53/96	3.00/88
C38 Make entries in individual patrol log C57 Prepare list of wanted persons or stolen vehicles for own use	<u> </u>	3.00/20	2.90/40	3.00/00
C50 Patrol on foot	2,50/71	3.90/93	3.12/96	
C5D Patrol on foot C55 Physically examine and test doors and windows of dwellings and businesses	3.00/59	3.57/71	3.12/30	3.00/93
D13 Establish field contacts (e.g., bar owners, taxi drivers, etc.)	21007.92	3,50/20	3.53/77	4.00/18
C2 Assist elderly or disabled persons with mobility problems	3.00/75	4.00/11	1	3.50/73
	1	3.50/16	3.35/79	4.50/93
CZO Iransport persons needing assistance D9 Deliver emergency messages (e.g., injuries, death)	3.00/18	3.50/16 3.50/04	3,35/79.	4,50/93 5.50/58
D40 Warn offenders in lieu of arrest or citation	2.50/59	3.55/61	2.60/97 2.72/62	3.00/90
C7 Check parks and school grounds			2.72/62	5.00786
		3.00/16	1	4.00768
D31 Notify citizens of damage to their property C6 Check individuals/businesses for compliance with licensing requirements (e.g., hunting, liquor			1]
dance permit, yendors, etc.)			3,50/96	
LPHYSICAL TRAINING & DEFENSIVE TACTICS				
1019 Subdue attacking persons	3.50/20	5.71/15	5.53/22	6.50/53
LJZU Subdue subject resisting arrest	3.50/33	5.57/26	5.62/49	6.50/68
1 B9 Handcuff suspects or prisoners	5.50/61	5.30/59	4.94/81	6.50/83
IJI2 Physically restrain crowds	3.00/18	3.33/08	4.83/23	4.50/65
Jl6 Bun_after_fleeing_suspects Jl3 Pickup_and_carry_heavy_objects_or_persons	3.00/39	3.33/70	4.00789	3.66/70
J13 Pickup_and_carry_heavy_objects_or_persons	3.00/57	2.66/70	4.06/90	2.66273
J9 Lift heavy objects or persons	3,00/53	3. <u>37/68</u>	4.06/99	2.66/78
J1 Break_through_doors_using_force	3.00/06	3.00/06	3.36/10	3.00/13
J5 Drag or pull heavy objects or persons	7.00/38	3,00760	3.75/99	3.00/73
J17_Run_up_stairs	3.00/59	2.57/36	3.01/43	5.00/58
1 J/ Jump down from elevated surfaces	7,00/37	3,62/14	3.18/90	3.50/60
LIB Juna over abstacles	L3.00/.26	3.50/59.	3.12/93	2,66/68

TRAINING ROUP/TASKS	,	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
122.84 de Chrough, merstes, seame land or waterways 3,50/08 3,43/96 4,00/40 1,00	TRAINING GROUP/TASKS	CIP/% Perf.	CiP/% Perf.	CIP/% Perf.	CIP/% Perf.
1010 Perform duties while wearing heavy equipment (other than gun.belt) 1.00/22 3.25/16 3.75/46 4.00/23 1.00/18 2.01/25	PHYSICAL TRAINING & DEFENSIVE TACTICS (Continued)				
1101 Perform duties while wearing heavy eaginment (other than gun belt) 3,00/22 3,25/14 3,75/46 4,00/23 1,75/14 3,07/50 2,50/55 1,15 Pull self up over obstacles 3,00/18 3,07/50 2,50/55 1,15 Pull self up over obstacles 3,00/18 3,07/50 2,50/55 1,15 Pull self up over obstacles 3,00/18 3,07/50 2,50/55 1,15 Pull self up over obstacles 3,00/12 3,07/50 2,50/56 1,10 Pull self through penelings 3,00/12 3,07/50 2,50/58 1,10 Pull self through penelings 3,00/12 3,55/68 1,10 Pull self through penelings 3,00/12 3,55/68 1,10 Pull self through penelings 3,00/12 3,55/68 1,10 Pull self through penelings 3,00/15 3,50/68 3,00/15 3,00/	122 Wade through marshes, swamp land or waterways			3.43/96	4.00/40
1.2 Climb. through openings (e.g., windows) 3.00/18 2.81/35 3.07/55 2.50/55 1.15 Pull 1-self through openings 3.00/14 3.27/34 3.07/59 2.50/55 1.16 Pull 1-self through openings 3.00/14 3.27/34 3.07/59 2.56/78 1.16 Jung, across, obstacles 3.00/19 3.55/38 2.50/38 3.00/19 1.16 Jung, across, obstacles 3.00/19 3.55/38 2.50/38 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.55/38 2.50/38 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.55/38 3.00/39 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.55/38 3.00/39 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.50/24 3.50/24 3.50/39 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.50/24 3.50/39 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.50/24 3.50/39 3.00/39 1.16 Jung, across, obstacles 3.00/19 3.50/24 3.50/39 3.00/39 1.16 Jung, across, obstacles 3.00/39 3.50/24 3.50/39 3.50/39 1.16 Jung, across, obstacles 3.00/39 3.50/39	JiO Perform duties while wearing heavy equipment (other than gun belt)	3,00/22	3,25/14	3,75/46	4,00/33
JISP RULL SELF Lupour power obstacles 3,00/12 3,37/53 2,85/63 3,00/12 3,37/53 2,87/53 3,07/63 3,07	J2 Climb through openings (e.g., windows)	3.00/18	2.83/36	3,07/50	2.50/55
114 Pull self through openings	J15 Pull self up over obstacles	3.00/12	3,37/53		
133_Climb.up.or over_obstacles 3.00/39 3.55/83 2.81/79 2.66/28 3.00/27 3.55/68 6.81/88 3.00/27 3.15/68 6.81/89 3.00/27 3.15/68 6.81/89 3.00/27 3.15/68 3.00/27 3.15/68 3.00/27 3.15/68 3.00/27 3.15/68 3.10/28 3.15/68 3.10/28 3.15/68 3.15/68 3.15/68 3.15/68 3.15/69 3.15/68 3.15/68 3.15/69 3.15/68 3.15/69 3.15/68 3.15/69 3.15/68 3.15/69 3.15/68 3.15/69 3	J14 Pull self through openings	3,00/14		3.07/49	[1
16 Jump across obstacles	J3 Climb up or over obstacles	3,00/39		2,87/93	2.66/78
JIL Physically push movable objects	J6 Jump across obstacles			2,87/98	3.00/75
19 19 19 19 19 19 19 19		3,00/47	3,22/63	3,20/96	3,33/83
Dilea Communication Dilea	J4 Crawl in confined areas (e.g., attics)	3,00/16	3,50/24		3.50/40
Add Receives verification of varrants before service	all Stand continuously for more than one-half of the work shift (e.g., guard duty or point control)	3.00/86		2,50/59	
Add Receives verification of varrants before service	POLICE COMMUNICATIONS			 	
Add Receive and evaluate telephone requests for police service 4.00/24 3.75/71 4.50/67 7.00/38 3.00/71 4.71/70 4.50/69 5.50/88 3.00/71 4.71/70 4.50/69 5.50/88 3.00/71 4.71/70 4.50/69 5.50/88 3.00/71 4.71/70 4.50/69 5.50/88 3.00/71 4.71/70 4.50/69 5.50/88 3.00/71 4.75/71 3.50/69 4.28/55 4.92/65 5.50/88 3.00/71 3.50/69 4.28/55 4.92/65 3.50/88 3.00/71 3.50/69 4.28/55 4.92/65 3.50/88 3.00/71 3.50/71	A47 Request verification of warrants before service	4,00/14	6.00/09	5,66/70	4,00/53
Collect for wants/warrants on persons through LEIR 3,00/71 4,71/70 4,50/99 5,50/88 6,00/85 4,20/83 5,00/85 1,20/85 4,20/83 5,00/85 1,20/85 1	A44 Receive and evaluate telephone requests for police service	4.00/24	75/21	4 50/67	7 00/38 1
Collect for wants/warrants on persons through LEIR	C31 Inform dispatcher by radio as to your status	3.00771	4.71770	4.50/99	5.50/88
A.50 A.50	C4 Check for wants/warrants on persons through LEIN	3.50/69	4.28759	4.92763	5.00785
A34 Operate LEIN terminal to check persons and property 3.00/35 3.20/26 3.30/89 4.00/75	A36 Operate telephone console or switchboard	4.00/43	3,00710	4.75713	
A34 Operate LEIN terminal to check persons and property 3.00/35 3.20/26 3.30/89 4.00/75				5.00704	1
SEARCH & SEIZURE SECONDEST SEARCH & SEIZURE SEARCH & SEIZURE SECONDUCT Filed search of arrested persons S.50/47 6.00/64 5.81/96 5.00/80 SEARCH & SEIZURE SECONDUCT Filed or part down S.50/84 6.30/76 5.75/95 6.50/88 SECONDUCT Filed or part down S.50/84 6.30/76 5.75/95 6.50/88 SECONDUCT Filed or part down S.50/84 6.30/76 5.75/95 6.50/88 SECONDUCT Filed or part down S.50/84 6.30/76 5.75/95 6.50/88 SECONDUCT Filed or premises or property in hot pursuit situations S.33/14 S.18/92 5.00/48 SECONDUCT Filed or property with warrant S.33/14 S.18/92 5.00/48 SECONDUCT Filed or property incident to arrest S.50/22 4.44/29 4.62/78 5.00/75 5.00/75 SECONDUCT Filed or property incident to arrest S.50/22 4.44/29 4.62/78 5.00/75 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 SECONDUCT FILED OR PROPERTY S.50/78 S.50/78 SECONDUCT FILED OR PROPERTY S.50/78	A34 Operate LEIN terminal to check persons and property			7.00712	
BS Conduct field search of arrested persons 5.50/47 6.00/64 5.81/96 5.00/80	C10 Check stolen status on property through LEIN	3.00/35	3,20/26	3.30/89	4.00/75
BS Conduct field search of arrested persons 5.50/47 6.00/64 5.81/96 5.00/80	SEADCH & SELZIDE				ļ
Secondary Seco		5 50777	5 00754	5 81706	5 00780
Big Search premises or property in hot pursuit situations 5,33/14 5,18/52 5,00/48					
B21 Search premises or property with warrant 4,87/05 4,70/63 5,007/18		0.50/04			
Bill Search premises or property incident to arrest	R21 Search provides or property in not pursuit steuderons		7 87705		
\$22 Seize contraband	BIR Search premises or property incident to arrest	4.50/22	4 44/29		
Search movable automobile under Independent probable cause			4.50723		
B20 Search premises or property with consent 4,00/79 4,80/20 4,82/85 3,00/30 810 Impound property 4,50/47 4,12/43 4,60/92 4,00/80			4.85/26		
Bio Impound property	820 Search premises or property with consent				
IESTIFYING IN COURT & ADMINISTRATIVE HEARINGS 3,00/41 5,14/40 5,12/88 5,00/68 1,00/10 5,00/20 5,00/82 5,00/68 1,00/20 5,00/20 5,00/82 5,00/58 1,00/20 5,00/20 5,00/82 5,00/58 1,00/20 5,00/20 5,00/82 5,00/58 1,00/20 5,00/2	810 Impound property		4.12/43		
N20 Testify in criminal cases 3.00/4 5.14/40 5.12/88 5.00/68 N14 Present evidence in legal proceedings 3.00/10 5.00/20 5.00/82 5.00/58 N16 Review reports and notes for court testimony 3.00/24 5.00/23 4.33/83 3.50/65 N22 Testify in parole or probation hearings 4.00/06 5.00/03 N21 Testify in liquor board hearings 4.00/06 5.00/03 N22 Testify in liquor board hearings 4.00/06 5.00/03 N23 Stop vehicles to investigate cite or arrest occupants 3.00/24 4.71/30 5.23/98 4.00/83 P8 Cite or arrest reckless drivers 4.00/10 4.53/32 6.50/75 P19 Evaluate driver's capability to operate vehicle 3.00/16 3.00/09 4.33/42 4.00/68 P17 Direct traffic using flashlight or illuminated baton 3.00/16 4.00/46 3.63/33 2.50/73 P18 Direct traffic using hand signals 3.00/37 3.16/51 3.53/53 3.00/85 P10 Clock vehicles using radar P46 Remove vehicles obstructing traffic 2.00/11 3.33/21 3.50/83 P16 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/56 P19 Clock speed of vehicles using pagedometer 4.00/56 4.00/56 4.00/56 N14 Present evidence in legal proceedings 5.00/68 N16 P20 P20 P30/74 4.71/30 5.00/20 4.00/68 P17 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/60 P20 Clock speed of vehicles using speedometer 4.00/56					
N14 Present evidence in legal proceedings 3,00/10 5.00/20 5,00/82 5.00/58 N16 Review reports and notes for court testimony 3,00/24 5,00/23 4,33/83 3.50/65 N22 Testify in parole or probation hearings 4,00/06 5.00/03 N21 Testify in liquor board hearings 4,00/06 5.00/03 TRAFFIC CONTROL					
N16 Review reports and notes for court testimony 3,00/24 5,00/23 4,33/83 3.50/65 N22 Testify in parole or probation hearings 4.00/06 5.00/03 N21 Testify in 1 (quor board hearings 3.00/24 4,71/30 5,23/98 4.00/83 D38 Stop vehicles to investigate, cite or arrest occupants 3.00/24 4,71/30 5,23/98 4.00/83 P8	N20 Testify in criminal cases	3,00/41			
N22 Testify in parole or probation hearings 4,00/06 5,00/03 N21 Testify in) (quor board hearings		3,00/10	5.00/20		
R2 Testify in Iquor board Iquor boar	N16 Review reports and notes for court testimony	3,00/24	5,00/23	4,33/83	3.50/65
TRAFFIC CONTROL	N22 Testify in parole or probation hearings			4,00/06	5.00/03
D38 Stop yehicles to investigate, cite or arrest occupants 3.00/24 4.71/30 5.23/98 4.00/83 P8	N2] Testify in] [quor_board_hearings				
D38 Stop yehicles to investigate, cite or arrest occupants 3.00/24 4.71/30 5.23/98 4.00/83 P8	TRAFFIC CONTROL			·	
P8 Cite or arrest reckless drivers 4.00/10 4.53/32 6.50/75 P19 Evaluate driver's capability to operate vehicle 3.00/16 3.00/09 4.33/42 4.00/68 P17 Direct traffic using flashlight or illuminated baton 3.00/16 4.00/46 3.63/33 2.50/73 P18 Direct traffic using hand signals 3.00/37 3.16/51 3.53/53 3.00/88 P10 Clock vehicles using radar P46 Remove vehicles obstructing traffic 3.00/22 3.00/11 3.33/21 3.50/83 P18 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/60 P19 Clock speed of vehicles using speedometer 4.00/56 4.00/56 4.00/50	D38 Stop vehicles to investigate, cite or arrest occupants	3,00724	4,71730	5,23798	4,00783
P19 Evaluate driver's capability to operate vehicle 3.00/16 3.00/09 4.33/42 4.00/68 P17 Direct traffic using flashlight or illuminated baton 3.00/16 4.00/46 3.63/33 2.50/73 P18 Direct traffic using hand signals 3.00/37 3.16/51 3.53/53 3.00/88 P10 Clock vehicles using radar P46 Remove vehicles obstructing traffic 3.00/22 3.00/11 3.33/21 3.50/83 P18 Direct traffic using flare pattern or traffic cone patterns 3.00/22 3.00/12 3.80/21 P29 Clock speed of vehicles using speedometer 4.00/56 4.00/50	P8 Cite or arrest reckless drivers		, '	4.53/32	6.50775
P10 Clock vehicles using radar	Ply Fyaluate driver's canability to operate vehicle		3,00/09		
P10 Clock vehicles using radar	P17 Direct traffic using flashlight or illuminated baton	3.00/16	4.00/46	3.63/33	7 2.50/73
P1C Clock vehicles using radar 3.00/22 3.00/11 3.33/21 3.50/83 P46 Remove vehicles obstructing traffic 3.00/12 3.00/12 3.80/21 3.50/83 P16 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/60 P9 Clock speed of vehicles using speedometer 4.00/56 4.00/56 4.00/50	Pla Direct traffic using hand signals	3.00/37	3. 16751		3.00788
P46 Remove vehicles obstructing traffic 3.00/22 3.00/11 3.33/21 3.50/83 P16 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/60 P9 Clock speed of vehicles using speedometer 4.00/56 4.00/56 4.00/50	PIC Clock vehicles using radar	X & M.M.E. M.E		ATTAKE XX	T
P16 Direct traffic using flare pattern or traffic cone patterns 3.00/12 3.80/21 2.50/60 1.00/56 4.00/80		3.00/22	3.00/11	3.33/21	3.50/83
P9 Clock speed of vehicles using speedoweter 4.00/56 4.00/56	Pl6 Direct traffic using there pattern or traffic cone patterns	3.00/12	3.80/21	XAXXX EL	
				4.00/56	4 00/90
	P39 Observe traffic control device to determine if functioning properly		4.00/20		4 00735

,	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
TRAINING GROUP/TASKS	CIP/% Peri.	CIP/% Perf.	CIP/% Perf.	CIP/% Perl.
TRAFFIC CONTROL (Continued)				
P31 Issue traffic citations			3.40/51	5.50/88
P44 Record circumstances regarding traffic citation			4.00/12	3.00/63
F25 Inspect operator's license F2 Advise appropriate agguey of traffic engineering needs		3,00/54	3,18/88	3.66/90
F2 Advise appropriate agency of traffic engineering needs				4.00/50
1514 Direct pedestrian iraffic	3.00/28		4.00/07	3.00/38
P22 Follow suspect vehicle to observe traffic violations	3 00 100		3.25/56	3.66/80
P24 Inspect for vehicle identification number P47 Remove hazards from roadway (e.g., dead animals, debris, etc.)	3.00/28	3.20/39	3.12/49	4,50/78
P47 Remove hazards from roadway (e.g., dead animals, debris, etc.)	3.00/31	3.66/18 3.00/29	2.88/76	
P7_Assist_stranded motorists P21 Explain_state_vehicle_laws_and_procedures_to_citizens		3.707.53	2.57/34	4,50/98 3,00/83
1 0 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			<u>C.</u> .3/1.34	4.00/50
Fig Monitor traffic for violations	3.00/18		3.50/31	
P20 Explain legal procedures to traffic violators F26 Inspect private vehicle for conformance with vehicle code	2.1.12		3.50/15	3.50/43
C9 (heck railroad crossing for signal yiolations (e.g., going around gates, train blocking			- AYAA1-TA	
crossing)	3.00/02	3.25/29		
Cll Check vehicles for proper registration (e.g., snownobiles, off road vehicles, etc.)	3.00/35	3.33/26	3.18/98	3.50/95
P32 Issue verbal warnings to traffic violators	3.00/33		2.81/21	5.50/95
P50 Visually estimate speed of yehicles			3.50/27	5.00/83
06 Determine status of auto insurance			4.33/10	4.00/65
IRAINING				
Al8 Evaluate officers in on-the-job training (student-coach)		3.60/13 5.33/14	.5.00/40 4.77/32	3.00/13 4.33/23
A24 Instruct on-the-job training A17 Evaluate officers in basic or in-service training		5.33/14	4.77/32	4.33/23
All Evaluate officers in basic or in-service training		3.66/10	5.18/10	5.00/03
A3 Attend in-service training	3.00/47	4.00/51	3.33/98	7.33/78
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Appendix N

TASK FACTOR ABBREVIATIONS

C.I.P. - Consequences of Inadequate Performance T.P. - Training Priority L.D. - Task Learning Difficulty T.D.T. - Task Delay Tolerance

ari cariou apoun /riava	AIRPORT	RAILROAD	NATURAL RES.	
SELECTION GROUP/TASKS	CtP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
ARRESTING				
B4 Arrest persons without a warrant	5.00/59	5,30/64	5,75/97	4.50/88
P6 Arrest DUIL suspects	4.00/12 5.00/41	4,00/04 5,33/18	4,75/40 5,12/95	6,00/80 3,00/75
B3 Arrest persons with a warrant D38 Stop vehicles to investigate, cite or arrest occupants	3.00/24	4.71/30	5.23/98	4.00/83
B23 Take into custody person detained by citizen	3.00/06	5.33/10	4,75/31	3.00/25
B2 Apprehend juyenile offenders	4.50/35	4.90/91	4.80/95	2.50/88
P8 Cite or arrest reckless drivers .	4,00/10	Ĺ	4,53/32	6.50/75
P8 Cite or arrest reckless drivers P34 Make custodial traffic arrest (physical arrest)	_3.50/08		4.85/19	6,00/65
CHENICAL TEST			*	
[63	3.00/14	4.00/03	4.12/35	5.50/63
P5 Arrange for obtaining blood or urine samples for sobriety tests			4.50/04	5.00713
CITATION	ļ.—	}		
P21 legge traffic citations			3,40/51	5.50/88
Bil issue citations for non-traffic offenses (e.g., appearance tickets, ordinance violations)	3.00/28		4.00/99	4.33/90
019 Issue citation(s) in traffic accident				
CONFERRING	ļ			
1843 Review with medical examiner circumstances relating to a death	ļ			4.00/15
N9 Confer with prosecutor or city attorney regarding warrant authorization	3.00/20	4.50/30	٥,76/94	5.00/75
N8 Confer with prosecutor or city attorney prior to testimony regarding case	3,00/31	3.87/35	4.76/97	3.00/78
H36 Prepare witnesses for court testimony		5,33/05	4,58/67	5,00/33
H28 Participate in investigations with other law enforcement agencies	3,00/24	3.87/49	3,88/83	3.50/65
Al9 Exchange necessary information with other law enforcement officials	3.50/71	4.44/64	4,35/96	5.00/75
A3 Attend in-service training H61 Witness autopsies	3.00/47	4.00/51	3.33/98	4.33/78 5.00/05
N10 Discuss cases with prosecutors or city attorneys following legal proceedings	3.00720	4.00721	4.06/84	4.00/55
D13 Establish field contacts (e.g., bar owners, taxi drivers, etc.)	3.007 20	3,50/20	3.53/77	4.00/18
026 Review accidents with accident investigators	3,00/06	3,75/19	3.80/14	3.00/40
N7 Confer with juvenile probation officer		3.33/30	3,06/68	4.00/28
DECISION MAKING	ļ			
C60 Request back-up assistance	3,50/63	5,52/7]	4,86/85	6,00/93
118 Determine need for specialized assistance at a crime scene		3.71/21	3.78/46	4,00/48
1159 Verify reliability and credibility of witnesses		3.50/15	3.92/71	4.00/36
[P19 Evaluate driver's capability to operate vehicle	3.00/16	3.00/09	4.33/42	4.00/68
H15 Establish modus operandi (M.O.) of a suspect O25 Request emergency assistance for traffic accident (e.g., wrecker, ambulance, salt truck)		4.00/16	3.00/49	3.00/28
1925 Request emergency assistance for traffic accident le.g., wrecker, ambulance, salt truckl	3.00/20	4.28/38	4.92/57	4.66/80
H9 Determine whether incidents are criminal or civil matters	4.00/28	3.62/25 4.75/40	3.57/Z1 3.00/09	4.00/58
04 Determine contributing factors to an accident 028 Set priorities for action at accident scene	3.00/12	3.50/18	4.33/08	3.50/68
105 Determine fault in a traffic accident		5_33/33	3.00/05	3.50/20
H37 Recommend the issuance of an arrest warrant	4.00/10	4.60/14	4.33/85	5.00/40
1042 Review crime lab reports to quide investigation	1	4,00/01	3.69/47	3,00/33
IIIO Determine whether recovered property is linked with a previous crim.	1	4.25/45	3.50/48	3,00/38
III Analyze and compare incidents for similarity of modus operandi (M.O.)	1	3.33/11	3,00/66	3,00/33
Als Evaluate citizen complaints regarding tickets or other minor offenses		3,50/03	3,78/50	1
A STATE OF THE BUILDING OF THE STATE OF THE	·			
CONTRACTOR OF THE PROPERTY OF	Annual Property and the Control of t	k, concentration in the control	la enera de presenta de estado de eneral de eneral de eneral de eneral de eneral de eneral de eneral de eneral	أستعدامة تمديدها

SELECTION GROUP/TASKS	AIRPORT	RAILROAD	NATURAL RES.	
	CIP/% Perf.	CIP/% Perf.	CIP/% Peri.	CIP/% Perf.
DIRECTING				
E14 Evacuate persons from dangerous area	4.00/26	5.66/14	5.36/14	5.50/38
616 Request bystanders to assist in an apprehension		3,00/03	4,23/05	1 1
Direct actions of officer(s) arriving to assist Direct activities at scenes of accident investigations	3,50/37	4.37/46	4,75/69	5.00/73
GC Direct activities at scenes of accident investigations		3.80/24	3.33/16	4.50/65
DIZ Enforce court issued order (e.g., writs)	3.00/08	5.00/08	3.70/35	6.00/33
Dll Direct actions of public service personnel arriving to assist	4.00/28	3.85/20	4.90/32	5.00/53
		ELVELTY		1
EMERGENCY OR DIFFICULT DRIVING			· · · · · · · · · · · · · · · · · · ·	
C20 Engage in high speed driving in congested area	··	6.00/24	6.30/33	4.50/65
C22 Engage in high speed pursuit or response griving on open road	4.00/14	6.00/23	6.13/79	6.00/65
C21 Engage in high speed pursuit or response driving off road	4.00/24	6.00/14	5.86/65	4.00/45
C43 Operate vehicle on ice covered road	3.00/61	5.20/94	5.23/99	3.66799
1944 Operate vehicle on snow covered road	3.00/75	4.90/91	5.00/97	4.50/99
1 C68 Transport Injured persons	3.50/26	4.40/20	- 5.70/3/	5.00/63
C41 Operate vehicle in driving rain	3.00/67	4.55/93	5.12/35 4.73/98	3.33/29
	3.50/39	3,00/10	7 00/10	
C23 Escort emergency vehicles			3.90/18	4.00/63
C42 Operate vehicle on dirt covered road	3.00/57	3.80/94	1.64/99	3.00/95
				l
EQUIPMENT MAINTENANCE		-		
A53 Test and evaluate police equipment		3.20/13	3.60/31	
A46 Request equipment repair	3.50/57	2.25/66	3.53/96	5.00/88
C53 Perform first line maintenance on patrol vehicle	3.00/31	3.40/39	4.43/83	3.00/50
ESCORT AND TRANSPORTATION			I	
[C71 Transport prisoners	4.50/41	6.00/26	5.43/81	6.00/83
C69 Transport mental patients	3.50/24	6.66/06	5.71/03	4.50/25
H57 Transport property or evidence	3.00/29	3.50/68	4.00/93	4.50775
C24 Escort money, valuables or people to provide security	3.00/57	3.00/23	3.16/15	4.00/78
C70 Transport persons needing assistance		3.50/16	3.35/79	4.50/93
EYALUATING				
Al8 Evaluate officers in on-the-job training(student-coach)		3.60/13	5.00/40	3.00/13
All Evaluate officers in basic or in-service training		3.66/10	5.18/40	5.00703
A48 Review other officers' incident reports for completeness and accuracy		4.66/19	3.87/14	4.50/33
EXPLAINING /ADVISING /INFORMING				
B1 Advise persons of constitutional rights	5.50/67	6 20/62	5.68/97	5.50/90
Cl Advise property owners or agents of potentially hazardous conditions	3.50/53	6.20/63 5.75/36	3.50/51	3.50/60
D3 Comfort anotionally unset persons	2.50/63	4.00/29	3.63/57	4.00/85
A33 Notify 'ilic agencies or utilities of damage to their equipment	3.50/29	4.00/26	3.18/38	4.50/53
H55 Talk with families of juvenile suspects or defendants (advise, inform, notify, counsel)	2.201.63	4.00/39	$\frac{3.16730}{3.66772}$	3.50/85
D17 Explain nature of complaints to offenders	2.50/49	3.87/33	3.28/88	3.66/80
D2 Advise victims of the procedures to prosecute	2.30/49		3.50/08	2.50/68
19 Counse] juyeniles	3.50/12	3.80/25	2.76/90 3.58/59	- 5·20/58
	3.30/16	3.00/40	3.30/39	3.00/78
P2 Advise appropriate agency of traffic engineering needs 1154 Talk with families of adult suspects or defendants (advise, inform, notify counsel)				4.00/50
15 Conduct parent-luvenile conference	7 00 100	4.00/08	3.71/44	3.00/58
	3.00/08	3.20/20 3.50/10	3.70/49	3.00/48
N11 Instruct suspect on process for Obtaining an attorney P21 Explain state vehicle laws and procedures to citizens		3,50/111	2.58/40	
P21 Explain state vehicle laws and procedures to citizens			2.57/34	3.00/83

051 50710H 252112 /	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
SELECTION GROUP/TASKS EXPLAINING/ADVISING/INFORMING (Continued)	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf
1 P20 Explain legal procedures to traffic violators	2 20 112			
193 Advise parents of children's violation of traffic laws	3.00/18		3.50731	
109 Deliver emergency messages (e.g. injuries death)	3.00/19 3.00/18	2.50704	3.00/21	2.66/53
toto notificated the field of arrest or citation	2.50/59	3.50/04 3.55/61	3.40.17	5.50/58
K4 Answer inquiries concerning prisoners		5:55/01	2,60/9/	3,00/90 3,00/60
	3,00/33		2.81/21	5.50/95
The second of th		3,00/16	5191111	4.00/68
				1.55.200
Fingerprint ing K33 Fingerprint prisoners				
				3,00,25
FIREFIGHTING				
C28 Flush fuel spills	3.00/31		4 50/11	E 00715
FIRST AID			4.20/11	5.00/10
L1 Administer cardio-pulmonary resuscitation (CPR)	4.50/14		6.18/03	6.00/20
L12 Administer mouth-to-mouth resuscitation L18 Apply first aid to treat for heart attack	4.50/16	6.00/01	6.33/02	6.00750
	4.50/35		6.02/06	5.50/30
		5 00/04	6.11/01	7.00/03
	- 4*60\\\ 35'''	6.00/04 6.50/03	6.13/28 5.85/04	6.33/65
		n - n n n n		4.00/05 5.00/25
PART THE PARTY TO	4.00/02			4.00/03
123 Apply (first aid to treat for enjective	4.00/18			
L3 Administer oxygen using oxygen supply device other than resuscitator L23 Apply first aid to treat for poisoning L26 Apply first aid to treat for shock L22 Apply first aid to treat for overdose L10 Apply first aid to treat for burns L13 Apply first aid to treat for diabetic reaction L28 Apply first aid to treat for stroke	7-55755-			5.50/08
[22 Apply first aid to treat for overdose	4.00/18	6.00/04	5.21/13	5.66.48
110 Apply first ald to treat for burns	4.00/08 3.50/20	5.50/01	4.91/01	6.00/38
Ll3 Apply first aid to treat for diabetic reaction	4.00/12		5.63/02	4.00/45
120 Apply first aid to treat for stroke 120 Apply first aid to treat for heat stroke	4.50/02		5.03/02	$\frac{3.00/18}{3.50/13}$
120 Apply first ald to treat for heat stroke	3,50/14		4.92/02	-4.00/18
19 Apply first aid to treat for broken bones 124 Apply first aid to treat for procture wounds	4.00/14	5.00/01	4.66/10	4.00/53
124 Apply first aid to treat for procture wounds	4,00/18 3,50/06	5,00/04	4.84/15	4.00/60
LIZ Apply first aid to treat for convulsions	3.50/06		5,07/01	5,00/25
			5.27/02	4.33/18
125 Apply first aid to treat for seizure	4.00/29		5,30/08 4,83/02	5.00, 28
L6 Apply first aid to treat for lacerations L6 Apply first aid to treat for abrasions	3 50/37	4.00/05	4.03/02	4.50/25
L6 Apply first ald to treat for abrasions	3.00/43	5,00/04	3.92/38	3.00,80
A CONTRACTOR OF THE CONTRACTOR			= =1457.27	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
D32 Place children in protecti:: custody (e.g., child abuse)				
1144 Arrajum defendant in court is ustouy 16.4., child abuse)			I	6.00/15
MMI C	3.00/16		4.06/85	4,00/68
IUSPECTING				
K16 Check weapons in and out of detention facility C33 Inspect patrol yehicle for weapons and contraband		· · · · · · · · · · · · · · · · · · ·	3.50/18	E 00 (00
133 Inspect patrol yehicle for weapons and contraband	3.00/22	4.00/25	4.50/53	6.00/08
	VIVULE	4.00/05	5.00/37	4.00.20
TALL EXAMINE VITABLE MIN DELIGIOU DE DUBELLA LEUM CELMA CEDUAC		4.00/29	4.23/81	4.00.53
HAG Sparch dend hedges for smellings for signs of lifegal entry	3.00/35	4.28/46	3.16/38	4.00.68
G3 Check condition and status of assigned patrol protected and makes			4.00/03	5.50.23
C3 Check condition and status of assigned patrol equipment and vehicle G18 Investigate traffic accident scene to identify point(5) of impact	4-20/68- 1	4.20/73	4-18/33	4-66-91
The state of the s	J.UU/CC	4.00/36	3.50/03	2.5U /B

_	AIRPORT		NATURAL RES	
SELECTION GROUP/TASKS	CIP/% Perf.	CIP/% Perl.	CIP/% Perf	CIP/% Perf.
INSPECTING (Continued) Oll Identify persons involved in traffic accident Oll Identify persons involved in traffic accident Oll Itest operating condition of accident yehicle equipment P39 Observe traffic control device to determine if functioning properly Oll Identify owner of vehicles involved in accident Oll Inspect vehicle for fresh damage P25 Inspect operator's license P24 Inspect for vehicle Identification number C55 Physically examine and test doors and windows of dwellings and businesses P26 Inspect private vehicle for conformance with vehicle code C11 Check yehicles for proper registration (e.g., snownobiles, off road vehicles, etc.) P49 Verify vehicle title information C7 Check parks and school grounds C6 Check individuals/businesses for compliance with licensing requirements (e.g., hunting, liquor, dance permit, vendors, etc.) O6 Determine status of auto insurance	3.00/24 3.00/24 3.00/24 3.00/28 3.00/59 3.00/35 3.00/16	4.14/58 4.00/09 4.00/20 3.33/53 3.20/33 3.20/39 3.57/71 3.33/26 3.00/15	3.11/28 3.00/02 3.42/29 3.33/18 3.18/88 3.14/49 3.50/15 3.18/98 4.33/23 2.72/62 3.50/96 4.33/10	4.66/83 4.50/58 4.00/38 4.33/85 2.50/85 3.66/90 4.50/78 3.50/43 3.50/43 3.50/48 5.00/86
INTERVIEWING INTERVIEWING INTERVIEW complainants, witnesses, etc. INTERVIEW complainants, witnesses, etc. INTERVIEW complainants, witnesses, etc. INTERVIEW complainants, witnesses, etc. INTERVIEW medical personnel to obtain specific information. DOES Interview suspicious, persons ONES Interview possons involved in traffic accident	4.00/33 3.00/49 3.00/59 3.00/26	4,55/50 4,33/65 4,50/23 4,30/73 4,00/53 4,00/26	4,68/94 4,58/93 4,00/07 4,00/15 3,87/90 3,25/21 3,64/78	5.00/65 4.50/70 3.00/40 4.50/83 2.66/85
INYESTIGATING K40 Investigate injuries to prisoners H56 Irace stolen goods D27 Investigate suspicious vehicle C36 Investigate unusual odors C37 Investigate unusual sounds U9 Follow-up extent of personal injuries resulting from traffic accident O17 Investigate off road vehicle accidents	3.00/61 2.50/53 2.50/35	3.50/35 4.50/81 3.62/43 2.87/48 3.70/36 3.33/23	3,50/03 3,33/17 3,93/96 4,00/49 3,11/55 4,00/02 3,50/22	5.00/13 5.00/30 4.50/90 3.50/35 3.00/63 5.00/78 3.00/68
H5 Conduct on-the-scene suspect identifications (e.g., show-ups) 1124 Organize and conduct photo line-ups	4.00/06	7,00/01	4.36/36	3.00/40 4.00/13
D30 Mediate family disputes D29 Mediate civil disputes D4 Communicate with management and labor over strike disturbances D7 Control non-violent crowds	1,00/26 3,00/26 3,30/43	3.57/23 3.33/25	5,18/34 4,50/07 4,60/07 3,66/54	6.00/60 4.50/70 5.00/38 3.00/03 3,66/78
OBSTRYNTION AND SURVEILLANCE C51 Patrol riot stricken or civil disturbance areas H4 Conduct intelligence activities on known or suspected offenders D28 Locate and observe crowd moltators C79 follow suspicious yehicles (e.g., suspect, suspicious person, operator under the influence)		6 50/04	4.60/10 3.71/65 4.00/10 3.93/96	5.00/20 3.00/28 3.50/63 3.66/80

SELECTION GROUP/TASKS AIRPORT RAILROAD NATURAL RES. LOCAL P CIP/% Perl. CIP/%	Perf. 750 780 780 780 780 780 780 780 780 780 78
H6 Conduct survetllance of individuals or locations 4.10/69 3.93/91 3.00/56 P10. Clock speed of vehicles using radar 4.00/56 4.00/	/80 /13 /80 /50 /83
PIO Clock speed of vehicles using speedometer P9 Clock speed of vehicles using speedometer C49 Fatrol locations on beat which are potentially physically hazardous to citizens (e.g., construction site, attractive nuisance) C47 Patrol area containing labor pickets, marchers or demonstrators P22 Follow suspect vehicle to observe traffic violations P3 Monitor traffic for violations P3 Check railroad crossing for signal violations (e.g., going around gates, train blocking crossing) P50 Visually estimate speed of vehicles PAPERWORK-CUSTOMY R34 Guard prisoners detained outside jail R53 Record injuries to prisoners and notify department holding warrant R45 Place holds on prisoners and notify department holding warrant R55 Check legal status of the case prisoners 6.00/12 4.00/7	/80 /13 /80 /50 /83
P9_Clock speed of vehicles using speedometer C49 Fatrol locations on beat which are potentially physically hazardous to citizens (e.g., construction site, attractive nuisance). Struction site, attractive nuisance). C47 Patrol area containing labor pickets, marchers or demonstrators C57 Eatrol low suspect vehicle to observe traffic violations C57 Endlow suspect vehicle to observe traffic violations C57 End End Company of the company of the case prisoners C57 End Company of the case prisoners C57 End Company of the case prisoners C58 End Company of the case prisoners C59 End Company of the case prisoners C50 Visually estimate speed of vehicles C50 End Company of the case prisoners C50 End Company of the case	740 713 780 750
C49 Fatrol locations on beat which are potentially physically hazardous to citizens (e.g., construction site, attractive nuisance) struction site, attractive nuisance) A 50/40 A 20/27 A 59/4 A 7 Patrol area containing labor pickets, marchers or demonstrators B 22 Follow suspect vehicle to observe traffic violations C9 Check railroad crossing for signal violations (e.g., going around gates, train blocking crossing) C9 Check railroad crossing for signal violations (e.g., going around gates, train blocking crossing) P50 Visually estimate speed of vehicles PAPERHORK-CUSTODY K34 Guard prisoners detained outside jail K52 Record injuries to prisoners and notify department holding warrant K45 Place holds on prisoners and notify department holding warrant K14 Check individual making bond for wants or warrants K15 Check legal status of the case prisoners 6.00/12 4.50/27 4.50/27 4.50/27 4.50/27 4.50/27 5.00/2 5.00/2	740 713 780 750
A Patrol area containing labor pickets, marchers or demonstrators 3,3072 1,3072 3,25/56 3,66/8 P22 Follow suspect vehicle to observe traffic violations 3,25/56 3,66/8 P36 Monitor traffic for violations 3,25/56 3,66/8 C9 Check railroad crossing for signal violations (e.g., going around gates, train blocking crossing) 3,00/02 3,75/79 P50 Visually estimate speed of vehicles 3,50/27 5,00/8 PAPERNORK-CUSTORY 4,33/21 5,00/8 K34 Guard prisoners detained outside jail 4,33/21 5,00/8 K52 Record injuries to prisoners 4,00/01 3,50/01 5,00/8 K45 Place holds on prisoners and notify department holding warrant 4,25/16 4,00/8 K14 Check individual making bond for wants or warrants 4,00/12 4,00/12 K15 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K16 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K17 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K16 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K17 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K18 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K19 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K19 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K19 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K19 Check legal status of the case prisoners 6,00/12 4,00/12 4,00/12 K19 Check legal status of the case prisoners 6,00/12 4,0	713 780 750 783
P22 Follow suspect vehicle to observe traffic violations 3.25/56 3.66/8 P36 Monitor traffic for violations 3.25/56 3.66/8 P36 Monitor traffic for violations 3.25/56 3.66/8 P36 Monitor traffic for violations 3.25/56 3.66/8 C9 Check railroad crossing for signal violations (e.g., going around gates, train blocking 3.00/02 3.75/79 C70 Check railroad crossing for signal violations (e.g., going around gates, train blocking 3.00/02 3.75/79 P50 Visually estimate speed of vehicles 3.50/27 5.00/8 PAPERHORK-CUSTOPY 4.33/21 5.00/8 K34 Guard prisoners detained outside jail 5.00/8 K35 Record injuries to prisoners and notify department holding warrant 4.55/16 4.00/8 K45 Place holds on prisoners and notify department holding warrant 4.25/16 4.00/8 K14 Check individual making bond for wants or warrants 4.00/8 K15 Check legal status of the case prisoners 6.00/12 4.00/8 K15 Check legal status of the case prisoners 6.00/12 4.00/8 K16 Check legal status of the case prisoners 6.00/12 4.00/8 K16 Check legal status of the case prisoners 6.00/12 4.00/8 K16 Check legal status of the case prisoners 6.00/12 4.00/8 K17 Check legal status of the case prisoners 6.00/12 4.00/8	/80 /50 /83
PARENDER CUSTODY K34 Guard prisoners detained outside jail K53 Record injuries to prisoners and notify department holding warrant K14 Check individual making bond for wants or warrants K15 Check legal status of the case prisoners K16 Check legal status of the case prisoners K17 Check legal status of the case prisoners K18 Check individual making bond for wants or warrants K18 Check legal status of the case prisoners K19 Check legal status of the case prisoners K19 Check legal status of the case prisoners K19 Check legal status of the case prisoners K19 Check legal status of the case prisoners K19 Check legal status of the case prisoners K19 Check legal status of the case prisoners	750 783
PAPERWORK-CUSTODY	
P50 Visually estimate speed of vehicles 3.50/27 5.00/2	
PAPERWORK-CUSTODY K34 Guard prisoners detained outside jail 4.33/21 5.00/2 K52 Record injuries to prisoners 4.00/01 3.50/01 5.00/2 K55 Place holds on prisoners and notify department holding warrant 4.25/16 4.00/2 K14 Check individual making bond for wants or warrants 4.00/2 K15 Check legal status of the case prisoners 6.00/12 4.00/2 K15 Check legal status of the case prisoners 6.00/12 4.00/2 K16 Check legal status of the case prisoners 6.00/12 4.00/2 K17 Check legal status of the case prisoners 6.00/12 4.00/2 K18 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 4.00/2 K19 Check legal status of the case prisoners 6.00/12 4.00/2 4.00/2 4.00/2 4.00/2 4	
PAPERHORK-CUSTODY K34 Guard prisoners detained outside jail	725
K45 Place holds on prisoners and notity department holding warrant K14 Check individual making bond for wants or warrants K15 Check legal status of the case prisoners 6.00/12 4.00/7	775
K45 Place holds on prisoners and notity department holding warrant K14 Check individual making bond for wants or warrants K15 Check legal status of the case prisoners 6.00/12 4.00/7	100 I
K14 Check individual making bond for wants or warrants K15 Check legal status of the case prisoners 6.00/12 4.00/1	706 710
	/28
	/15
- Table Market	
K32 Inventory prisoners' personal property K10 Book prisoners by completing arrest forms 3.3370B 5.507 5.00735 3.00735 3.00735	/41
KIU BOOK or Soners by completing arrest forms KIU Sollect interim bond 3.36/64 5.00/2	740
AZ_SUISKI JINEI JIII WIIN	_ 1
PAPERWORK-OIHER 151 lag_evidence_and_confiscated_properties 4.00/57 4.66/48 4.58/99 4.50/1	770 ~
H51 Tag_evidence and confiscated properties 4.00/37 4.00/46 3.56/22 5.00/4 4.00/14 4.00/56 3.56/22 5.00/4 4.00/14 4.00/56 3.56/22 5.00/4 4.00/14 4.00/56 3.56/22 5.00/4 4.00/14 4.00/56 3.56/22 5.00/4 4.00/14 4.00/56 4.00/56 4	
1817 Review warrants for completeness and accuracy	/45
A29 Issue pick-up or wanted notices $\frac{1}{6.00/16}$ $\frac{3.00}{6}$	
A43 Prepare list of wanted persons for department use 4.75/15 3.00/	
F16 Serve probate orders [e.g., mentals, juveniles, adult offenders] 4.00/0 N18 Serve subpoenas 3.00/10 4.00/03 4.00/03 4.00/03 3.00/10 4.00/03 4.	/50
1 1152 Take custody of lost and found property 1 2.507/3 1 3.60/39 1 3.11/39 1 4.007/	/76 l
1 H41 Release confiscated property 1 4.00/12 1 1 3.93/94 1 4.00/12	
C57 Prepare list of wanted persons or stolen yehicles for own use 3.00/20 2.90/40	
PHYSICAL ACTIVITY	
1.116 Dun after fleeien curportr 1 (107/11 1 4 107/194 1 4 bb/.	470
3.00/55 3.37/68 4.06/99 2.66/ 3.00/55 3.37/68 4.06/99 2.66/ 3.00/47 2.66/70 4.06/90 2.66/ 3.00/47 2.66/70 4.06/90 2.66/ 3.00/06 3.00/06 3.36/10 3.00/06	//
J) Break through doors using force 3.00/06 3.00/06 3.36/10 3.00/	/13
1.35 Drag or pull heavy objects or persons	173
J17 Pun up stairs	
P46 Remove vehicles obstructing traffic 3.00/22 3.00/11 3.33/21 3.50/6 J7 Jumo down from elevated surfaces 3.00/33 3.62/74 3.18/90 3.50/6	
J7 Jump down from elevated surfaces 3.00/33 3.62/74 3.10/90 3.50/9 J8 Jump over obstacles 3.00/26 3.50/59 3.12/93 2.66/9	
J22 Wade through marshes, swamp land or waterways	/40
ulo Perform duties while wearing heavy equipment (other than gun belt) 3.00/22 3.25/14 3.75/46 4.00/3	/33
J15 Pull self up over obstacles 2.00/12 3.31/53 2.85/63 J2 Climb through openings (e.g., windows) 3.00/18 2.81/36 3.07/50 2.50/	155
J2 Climb through openings (e.g., windows) 3.00/18 2.81/36 3.07/50 2.50/9	

PINSICAL ACTIVITY (Continued) SELECTION GROUP/TASKS CIP/X Pert. CIP/X Pe		AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
3 3 3 3 3 3 3 3 3 3	SELECTION GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.
1.3 Climb up or over obstacles					
Ji Physically push movable objects 3.00/47 3.22/63 3.20/66 1.31/69 1.31/69 1.30/16 3.60/27 3.22/63 3.20/68 3.15/40 1.30/16 3.60/27 3.20/68	J3 Climb up or over obstacles				
J. J. Crawl in Confined areas (e.g., stiles) 3.00/16 3.50/24 3.27/36 3.57/30 7.78	J6 Jump across obstacles	3.00/29			3.00/25
Manage National Strom roadway (e.g., dead animals, debris, etc.) 3.00/31 3.06/18 2.00/76 1.001 1	Jii Physically push movable objects	3.00/47	3.22/63		
138 Stand continuously for more than one-half of the work shift (e.g., guard duty or point 3,00786 2,50759 3,00723 3,50763	J4 Crawl in confined areas (e.g., attics)	3.00/16	3.50/54	3,23/63	3.50/49
Stand continuously for more than one-half of the work shift (e.g., guard duty or point control 3.00/86 2.50/59 3.00/23 3.50/63	CSO Dated long foot	1-3,50,31	3 00/18		ļ ļ
Control Code Control Code C	118 Stand continuously for more than one-half of the work shift to a guard duty or point	2130//	2.907.93	7.167.30	
D24 Remove debris from accident scene 3.00/16 3.50/70 3.00/23 3.50/63 PLANNING/SCRIEDULING/ORGANIZING 3.50/10 4.71/32 4.86/82 3.50/45 B15 Plan strategy for conducting searches 3.00/12 4.16/09 4.91/52 3.50/25 B14 Plan strategy for conducting searches 3.00/12 4.16/09 4.91/52 3.50/25 B16 Plan strategy for conducting searches 3.00/12 4.16/09 4.91/52 3.50/25 B17 Plan strategy for conducting searches 3.00/12 4.16/09 4.91/52 3.50/25 B18 Plan strategy for conducting searches 3.00/12 4.16/09 4.91/52 3.50/25 A27/70 3.42/70 2.50/25 A33/10 4.00/21 5.00/15 PUBLIC RELATIONS 3.00/54 3.13/90 4.00/21 5.00/15 B18 With people on the beat to establish rapport 4.00/64 3.13/25 4.00/26 3.13/25 B18 With people on the beat to establish rapport 4.00/64 3.13/25 4.00/26 3.13/25 4.00/26 3.13/25 B20/71 B2	control)	3 00/86		2 50/50	i I
PLANNING/SCHEDULING/ORGANIZING 1.50/10 4.71/32 4.86/82 3.50/45 815 Plan strategy for making arrests 3.50/10 4.71/32 4.86/82 3.50/45 816 Plan strategy for making arrests 3.50/12 4.16/09 4.91/52 3.50/25 816 Plan strategy for conducting searches 4.26/74 4.26/74 3.42/70 2.50/25 84/85 Stockle work assignments for other officers 4.33/10 4.00/23 5.00/15 84/85 Stockle work assignments for other officers 4.33/10 4.00/23 5.00/15 81/85 Stockle work assignments for other officers 4.33/10 4.00/23 5.00/15 81/85 Stockle work assignments for other officers 4.00/06 3.13/90 81/85 Stockle work assignments for other officers 4.00/06 3.13/90 81/85 Stockle work assignments for other officers 4.00/06 3.30/25 4.06/90 3.13/65 81/85 Stockle work assignments for other		3.00/16	3.50/20		3.50/63
PLANN INC/SCIEDUL INC/ORGANIZING 1,50/10 4,71/32 4,86/82 3,50/45 814 Plan strategy for making arrests 3,50/10 4,71/32 4,86/82 3,50/45 814 Plan strategy for conducting searches 3,00/12 4,16/99 4,91/52 3,50/20 1,26/70 3,40/15 3,50/20 1,26/70 4,37/10 4,00/21 5,00/15 4,00/25 4,00/2				N. S. S. S. S. S. S. S. S. S. S. S. S. S.	20120122
Bit Plan Strategy for making arrests	I PLANNING/SCHEDULING/ORGANIZING	Ļ			
Bit Plan strategy for conducting searches 3,00/12 4,16/09 4,91/57 1,59/20 1,250/25	IRIS Plan Stralegy for making arrests	1 3.50/10			
PUBLIC RELATIONS 3.00/54 3.13/90	B14 Plan strategy for conducting searches	3.00/12			
PUBLIC RELATIONS 3.00/54 3.13/90			4.25/34		
PUBLIC RELATIONS	M4A Policinia Mour assidiuments for other offices			1.00/23	5.V0/15 {
53 51 52 53 52 53 54 54 54 54 54 54 54					}
GL Conduct compunity relations programs (e.g., safety programs, crime preyention, tours, C.B. Watch) GO Respond to general information questions from the public 3.33/28 4.06/90 3.31/65 P7. Assist stranded motorists C7. Assist stranded motorists C7. Assist stranded motorists C7. Assist stranded motorists ASSIST	1030 Talk with months on the heat to establish rapport		3 00/54	3 13/00	;
A	GI Conduct community relations programs (e.g., safety programs, crime prevention, tours, C.B.				i i
Septemble Sept	(watch)	i	4.00/06	3.20/74	3.00/25
P7 Assist stranded motorists 3.00/25 4.00/11 3.50/38 C2 Assist elderly or disabled persons with mobility problems 3.00/25 4.00/11 3.50/33 RADIO/IELEPHONE 4.00/14 6.00/09 5.66/70 4.00/51 A47 Request verification of warrants before service 4.00/14 6.00/09 5.66/70 4.00/51 A48 Receive and evaluate Lelephone requests for police service 4.00/24 3.75/21 4.50/67 7.00/38 C31 Inform dispatcher by radio as to your status 3.00/71 4.717/0 4.50/69 5.50/88 C32 Check for wants/warrants on person through LEIN 3.50/69 4.28/59 4.28/59 4.28/59 4.28/59 4.28/59 4.28/59 4.28/59 4.00/79 C42 Check for wants/warrants on person through LEIN 3.00/35 3.00/35 3.00/35 3.00/35 3.00/35 3.00/35 3.00/35 3.00/35 3.00/39 4.00/79 REVIEW AND RECALL	G9 Respond to general information guestions from the public	l	3.33/28		
C2 Assist elderly or disabled persons with mobility problems 3.00/75 4.00/11 3.50/73	P7 Assist stranded motorists		3.00/29	3.07/86	4.50/98
RADIO/IELEPHONE	C2 Assist elderly or disabled persons with mobility problems	3.00/25	4.00/11		3.50/73
A47 Request verification of warrants before service 4.00/14 6.00/09 5.66/70 4.00/51 A49 Receive and evaluate telephone requests for police service 4.00/24 3.75/21 4.50/67 7.00/38 7.00/38 7.00/11 4.71/70 4.50/99 5.50/88 7.00/11 4.71/70 4.50/99 5.50/88 7.00/11 7.00/38 7.00/38 7.00/11 7.00/38 7.00/		**********			ļ
Add Receive and evaluate Lelephone requests for police service 4.00/24 3.75/21 4.50/67 7.00/38 C31 Inform dispatcher by radio as to your status 3.00/71 4.71/70 4.50/97 5.50/88 C4 Check for wants/warrants on person through LEIN 3.50/69 4.28/59 4.28/59 4.28/59 4.28/59 4.28/59 4.28/50 5.00/85 C10 Check Stolen status on property through LEIN 3.00/35 3.20/26 3.30/89 4.00/79 REVIEW AND RECALL 1860 Verify the identity of deceased persons 6.00/01 5.50/02 5.00/10 5.50/02 5.00/10 5.50/02 5.00/10	RADIOTIECEPHUNE	4 00 174	5 00/00		
REVIEW AND RECALL 60 Verify the Identity of deceased persons	A47 Request yer) [1021]00 0[Warrants before service	4 00/24	2 75/21	1 5-66//0	
REVIEW AND RECALL 60 Verify the Identity of deceased persons	131 Inform dispatcher by radio as to your status	3 00/51	1. 3. 121.41 4. 71.770		
REVIEW AND RECALL 60 Verify the Identity of deceased persons	C4 Check for wants/warrants on person through LFIN	3.50/69	4.28/59		
REVIEW AND RECALL	C10 Check stolen status on property through LEIN	3.00/35	3.20/26		4.00/79
REVIEW AND RECALL		1		1]
Conduct field search of arrested persons Search premises or property in hot pursuit situations Search premises or property in hot pursuit situations Search premises or property in hot pursuit situations Search premises or property in lot pursuit situations Search premises or property in lotent for agreest Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property in identificances Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agrees Search premises or property incident in agree Search premises or property incident in agree Search premises or property incident in agree Search premises Search pr	REVIEW AND RECALL	e a companyonement			
No. No.	1600 Verify the identity of deceased persons				
144 Review records and pictures to identify suspects 4.50/14 3.37/37 5.00/30 158 Utilize department records to assist in investigation 4.42/45 3.00/82 3.50/60 C61 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 SEARCHING 5.50/47 6.00/64 5.81/96 5.00/80 B6 Conduct [risk or pat down 5.50/84 6.30/76 5.75/95 6.50/88 D35 Search for bombs 5.50/49 5.33/20 5.50/01 5.00/15 145 Search premises or property in hot pursuit situations 5.30/22 4.22/53 4.33/91 5.100/60 B18 Search premises or property with warrant 5.30/48 5.33/14 5.18/52 5.00/48 B18 Search premises or property in departs 4.60/28 5.00/18 B18 Search premises or property incident to arrest 4.50/22 4.44/29 4.62/78 5.00/15 C61 Review records and pictures 5.00/64 3.37/37 5.00/60 SEARCHING 5.00/64 5.81/96 5.00/80 SEARCHING 5.50/47 5.00/64 5.81/96 5.00/80 C61 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 4.00/55 C62 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C64 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C65 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C66 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C67 Review information on criminal activity in area 3.00/22 4.00/58 3.00/50 C67 Review information on criminal activity in area 3.00/22 4.00/58 5.00/80 C67 Review information on criminal activity in area 3.00/22 4.00/58 5.00/80 C67 Review information on crimina	Ligo identify wanted vehicles or persons	3.00/20	5.00/13		
144 Review records and pictures to identify suspects 4.50/14 3.37/37 5.00/30 158 Utilize department records to assist in investigation 4.42/45 3.00/82 3.50/60 C61 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 SEARCHING 5.50/47 6.00/64 5.81/96 5.00/80 B6 Conduct [risk or pat down 5.50/84 6.30/76 5.75/95 6.50/88 D35 Search for bombs 5.50/49 5.33/20 5.50/01 5.00/15 145 Search premises or property in hot pursuit situations 5.30/22 4.22/53 4.33/91 5.100/60 B18 Search premises or property with warrant 5.30/48 5.33/14 5.18/52 5.00/48 B18 Search premises or property in departs 4.60/28 5.00/18 B18 Search premises or property incident to arrest 4.50/22 4.44/29 4.62/78 5.00/15 C61 Review records and pictures 5.00/64 3.37/37 5.00/60 SEARCHING 5.00/64 5.81/96 5.00/80 SEARCHING 5.50/47 5.00/64 5.81/96 5.00/80 C61 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 4.00/55 C62 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C63 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C64 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C65 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C66 Review information on criminal activity in area 3.00/22 4.00/58 3.45/23 3.00/50 C67 Review information on criminal activity in area 3.00/22 4.00/58 3.00/50 C67 Review information on criminal activity in area 3.00/22 4.00/58 5.00/80 C67 Review information on criminal activity in area 3.00/22 4.00/58 5.00/80 C67 Review information on crimina	NAS DUSCRIDE PERSONS to Other Officers (e.g., suspects, missing persons)	3.00///			
198 Utilize department records to assist in investigation 4.42/45 3.00/82 3.50/69	144 Paying reports and notes for court test mony				
SEARCHING	158 Hillion department records to assist in Investigation				
SEARCHING	C61 Review information on criminal activity in area	3 00/22			
SEARCHING SEARCH				I HATTE	
Be Conduct Crisk or pat down	I SEARCHING				
Be Conduct Crisk or pat down	B5 Conduct [ield.search of arrested persons	5.50/42	6.00/64		
145 Search crime scenes for physical evidence 3.50/22 4.22/53 4.33/91 5.00/60 819 Search premises or property in hot pursuit situations 5.33/14 5.18/52 5.00/48 B21 Search premises or property with warrant 4.70/63 6.00/18 B18 Search premises or property incident to arrest 4.4/29 4.62/78 5.00/55	Be Conduct frisk or pat down				
B18 Search premises or property incident to arrest $\frac{4.87/05}{4.62/78} = \frac{4.87/05}{4.62/78} = \frac{4.87/05}{6.00/18} = \frac{4.87/05}{6.$	195 System 197 DOMOS		5.33/20		
B18 Search premises or property incident to arrest $\frac{4.87/05}{4.62/78} = \frac{4.87/05}{4.62/78} = \frac{4.87/05}{6.00/18} = \frac{4.87/05}{6.$	1819 Search Stime Stenes for Durs Cal evidence	7.50/22	4.24/53	9-34/91	
1010 Search premises or properly incident to arrest 1 4 50/22 1 4 44/29 1 4 62/78 1 5 00/55 1	B21 Search premises or property with warrant	1		7. 70/63	
	BIB Search premises or property incident to arrest	4.50/22		4.62/78	
123 Locate witnesses to crime 3.00/26 4.20/46 4.29/75 5.00/53	1123 Locate witnesses to crime	3,00/26			
	1147 Search Fire debris for evidence relating to the cause of the fire	5.00/08			

	AIRPORT	RAILROAD	NATURAL RES.	LOCAL PARK
SELECTION GROUP/TASKS	CIP/% Perf.	CIP/% Perf.	CIP/% Perf.	CIP/% Perf
SEARCHING (Continued)	l			
B17 Search movable automobile under Independent probable cause	4.00/08	4.85/26	4.47/95	5.50/18
B20 Search premises or property with consent	4.00/29	4.80/20	4 82/85	3.00/30
B13 Participate in raids C65 Track persons from scene (e.g., footprints in snow or mud)	3.00/02	4.00/09	5.12769	3.00/13
027 Search accident scenes for physical evidence	3.00714	4.44//0	3.50/91 3.00/12	5.00/55 4.00/70
027 Search accreent scenes for physical evidence 020 Locale witnesses to traffic accidents	3.00/14	4.00/25 3.80/39	3.75/10	4.50/68
C45 Participate in large scale area search parties	3.00/18 3.00/14	5.50/08	3.86/52	3.33/46
Stat for Fitting State S		7.20700	3.002.52	31.537.16
SECURING AND REOTECTING	1			· · · · · · · · · · · · · · · · · · ·
HI4 Dust and lift latent fingerprints	1	7.00/03	4.00/09	
D36 Secure accident and disaster scenes H3 Collect evidence and personal property from crime scenes	4.50/31	5,33/48	4.14/35	5.00/68
H3 Collect evidence and personal property from crime scenes	5,00/28	4.22/59	4.70/93	3.00/63
B22 Seize contraband H2 Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)	4.50/55	4.50/23	4.70/90	5.00/78
112 Cast impressions at crime scene (e.g., plaster casts, silicone, etc.)		- 3 05 0c	3,60/07	7 00/35
K47 Process evidence select at custodial search	2,50/28	3.00/05 4.00/33	3.50/11 4.00/86	4.00/33
1827 Package evidence or personal property		3,83/23	3,60/09	4. <u>00/70</u> 3.50/55
O2 Collect physical evidence from accident scenes O23 Protect traffic accident physical evidence for collection	3,00710	4,60/10	3,66/09	4,50,48
C63 Secure house or property (e.g., lock, close doors and windows, etc.)		3.60/50	3,00,05	5,00/80
B10 Impound property		4.12/43	4.60/92	4,00/80
C64 Secure vehicles		3.77/54	3.57/38	5.00/80
SKETCHING/DIAGRAMMING.		· · · · · · · · · · · · · · · · · · ·		
HII Diagram crime scenes	4.00/06	4.50/14	3.25/39	3.00/35
O7 Diagram accident scenes	3.00/26	4.50/39	4.00/10	4.00/85
029 Take coordinate measures of traffic accident scenes (e.g., triangulation)	4.00/06	4.00/08	4 00/04	3.50/43
U21 Measure skild marks	3.00/10		4.00/04	4.50/63_
SUBDUING/RESTRAINING				
J19 Subdue attacking persons	3.50/20	5.71/15	5.53/22	6.50/53
1 J20 Subdue subject resisting arrest	1 3.50/33	5.57/26	5.62/49	6.50/68
Cl6 Confront, in a riot formation, groups of agitated people		6.50/06	5.50/13	4.50/28
B9 Handcuff suspects or prisoners J12 Physically restrain crowds	5.50/61 3.00/18	5.30/59 3.33/08	4.94/81 4.83/23	6.50/81
		3.33/08	4.83/23	4.50/65
TESTIFYING				
	2 00/41	5,14/40	5,12/88	5.00/68
N20 Test[fy In criminal cases N14 Present evidence in legal proceedings	3.00/17	5,00/20	5.12/80	5.00/58
1150 Swear out complaints or warrants	4.00/16	4.00/25	4.38/89	4.00/50
N22 lestify in parole or probation hearings	1:22/12		4,00/06	5.00/03
N22 Testify in parole or probation hearings N23 Testify in Secretary of State implied consent hearings	1		6.00/05	5.00/15
N2] Testify in liquor board hearings				
TRAFFIC CONTROL 030 Take precautions to prevent additional accidents at accident scene P17 Direct traffic using flashlight or illuminated baton				p po.55
l nan lake biecantious to biekeut additional accidents at accident scene	3.50/12	4,60/20	4.85/35	5.50/73
ri/ pirect trailic using liashlight or illuminated baton	1 3,00/10	4.00/46	3.63/33	2,50/73 3,00/88
P18 Direct traffic using hand signals P16 Direct traffic using flare pattern or traffic come patterns	7.707.7	3,1 <u>6/51</u> 3,80/21	3.53/53	2.50/60
P14 Direct pedestrian traffic	3.00/12	3700\₹1	4.00/07	3,00,35
THE BILLDER BROKES HAN STOLLER	1 STAKE 6		11461.71	81657 87
Le manue des des des des des des des des des de	🖣 i kata i masa yang p	TWILDE IS NOT ASSET	Langua transportation and the con-	المتعددة يتعدل

SELECTION GROUP/TASKS	AIRPORT CIP/% Perf.	RAILROAD CIP/% Perf.	NATURAL RES. CIP/% Perf.	CIP/% Per
IRAINING A24 instruct on-the-job training		5.33/14	4,77/32	4.33/23
WEAPONS B7 Discharge firearm at person B8 Draw weapon A38 Participate In firearms training C13 Clean and inspect weapons	5.50/22 4.50/41 4.00/77	5,33/45 5,11/83 5,00/71	6.00/16 5.13/97 4.35/98	7.00/03 7.00/48 4.00/55 5.00/80
WRITING HI3 Document chain of custody for evidence BI2 Obtain search warrants and/or make proper return H39 Record location of physical evidence at scene H38 Record confessions in writing H33 Prepare felony complaint forms for warrant authorization H49 Symmarize in writing the statements of witnesses and complainants H53 Take statements of witnesses H32 Prepare criminal case summary sheet for prosecutor H34 Prepare misdemeanor complaint forms for warrant authorization C66 Iranscribe field notes for reports C31 Complete the standard traffic accident report form (UD-10) C72 Write narrative reports F11 Complete DUIL arrest recorts F14 Record circumstances regarding traffic citation C15 Collect incident reports by checking off boxes or filling in blanks C38 Make entries in individual patrol log	4.50/20 3.50/18 4.00/12 3.00/12 4.00/22 3.00/39 3.00/53 3.00/53 3.00/53 3.00/6 4.00/71 3.00/10	5.40/11 5.00/06 4.40/40 5.00/06 4.66/18 4.50/09 3.50/13 4.00/66 6.50/10 4.71/65 3.55/09 3.60/84	4.87/76 5.29/66 4.33/71 4.56/59 5.11/23 4.46/83 4.75/81 4.7	5.50/50 5.00/25 5.00/25 6.00/58 4.00/68 5.00/75 3.00/75 3.33/85 5.50/63 3.33/85 5.50/63 3.33/85 5.50/63

CONTINUED 4 OF 5

Appendix O

NON- ORE TASKS ARRANGED BY TRAINING TASK GROUP

c

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Department of Natural Resources
 L.P. Local Parks

CIP AND PERCENT PERFORMING* INFORMATION FOR NONCORE TASKS (ARRANGED BY IRAINING GROUP)

			Tf	RADITIONA	L AGENCIE	S			S	PECIALIZE	D AGENCIE	S
TRAINING GROUP/TASKS	5 .P.	U.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P,
CASE PROSECUTION N15 Review other officer's cases to be presented to prosecutor A12 Distribute subpoenas to officers	4.16/50 4.11/63	5.00/10 4.57/15	4.80/12 3.22/19	4.33/15 3.18/33	4.10/32 4.71/62	4.37/18 4.00/55		5.00/24 4.44/26			4.22/34 3.92/70	3.00/33 3.50/45
CIVIL DISORDERS C26 Escort vehicles or persons through picket lines D16 Explain demonstration permit to demonstrators M1 Haich for illegal activity at labor disputes	3.76/05 3.37/02 3.55/15		3.83/09		4.75/11 3.90/07 3.78/14		3.00/03	3.12/11 3.60/02 4.00/05	3.00/08	3.57/34 3.50/04 4.40/31		5.00,08
CIVIL PROCESS 17 Pick up children as directed by court in custody matters (e.g., divorce proceedings) NI3 Notify witnesses to appear without subpoena Fi Attach property under court order	3,28/39 5,00/04	4.83/22		4,25/18	4.66/16 3.81/36 4.33/04		3.40/43			5,00/08	4,00/49 3.87/20	_4.00/30
COURT FUNCTIONS NO ACL as department court officer.	3.94/44	4.50/08	3,66/06		4.66/20		2.50/55	4,33/10			.4.00/17	5.00/15
GRIME PREVENTION GR Request publicity from news media GZ Provide information to persons par- ticipating in ride-along program	2.92/32	ſ			3.55/2 <i>i</i>		2.50/25	3.25/29		6.00/01	3.53/63 3.14/3/	
CRIMINAL INVESTIGATION URBORNAL INVESTIGATION URBORNAL INVESTIGATION URBORNAL INGENIE INVESTIGATIONS ON A CONDUCT DACKGROUND INVESTIGATIONS ON	4.77/32 4.00/13		4.88/05 4.85/03	4.25/10 3.50/02	4.50/15 5.60/08	3.75/06 4.37/01	4.66/27 3.50/05	4.87/09 3.66/07		6.00/01	6.00/01	4.00/05
applicants for licenses (e.g., liquor, pawn dealer) 		3,42/01	3.40/01			3.85/04		3,33/02			4.00/79	
undercover operations	3.69/05	3,00/02		3,00/06	4.00/12	3.70/05	3,50/08	3.50/02		5.00/05	3.75/16	
LLB Distate reports into recording devices A64 Write interoffice memos	2.54/78	2.66/55	3.57/47	3.10/38 2.50/33	3,12/42	3,08/27	3.00/32	3.50/22		3,00/09 4,00/20	3.25/68	3.66/33
FINGERPRIKTING A PALM PRINTING A22 Fingerprint persons for non-criminal reasons (e.g., professional li- censing)	2.68/86				3.08/60	3.25/13	3.66/68					5.00/08
*Parforning - CID > 2.0 and 7 perform												

*Performing = CIP > 3.0 and 1 performing > 0 or 2.5 < CIP < 3.0 and 7 performing > 25; % performing data are displayed beneath CIP data.

CIP AND PERCENT PERFORMING

INFORMATION FOR NONCORE TASKS (ARRANGED BY IRAINING GROUP)

			TF	ADITIONA	L AGENCIE	S			S	PECIALIZE	AGENCIE	s
TRAINING GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
FIRST AID												
ill Apply first aid to treat for												
chemical burns	5.57703	4.50/01	5.35/09	4.00/07	5.56/05	5.41/10		4.78715	3.50/04		4.81702	4.00710
il6 Apply first ald to treat for frost-												
<u>bite</u>	4.81/04	4.00/02	4.46/08		5.25/04	4.23/08	4.50/07	4.00/04	3,50/08		7.73/09	5.00708
La Apply first ald to treat for animal												
bites	3,59/12	3,16/04	4.18/20		4,52/16	3.4//1/	4.50/.10	3.42/05	3.50/02	5.00/01	4.16/15	4.33/33
127 Apply first aid to treat for sprains	= == :==		3 35 133	5 55 (54		3 11 /35	4 55773	3-38733	5 75716			77.72
and strains	3.36/29		3,35/31	3.00/24	4,33/27	3,11/35	4,00/33	3.25/33	3,50/18		3.00/18	4.50/43
TALL COUNTY ONE										·		
LAIL GEERATIONS L63 Shakedown prisoners	6 40/22	E 10/14	E 77/40	5 27/27	6.00/22	A 16/27	1 20752			A 50/00	4.75/10	6.00/20
rl Administer medication to prisoners	-6.40/32 7.00/03	2.19/.34	3.77740	5 75/17	6.25/06	4 10137	5 20/52			4"30\00	4.25/04	0.00750
K13 Check Identity of prisoners leaving	1100700		רוד לדים י גד.	- Markalf A.C.	_ M*E*/17/10/1		- 3 x E VI. 3 E				. 3 * 17 17 17 3	
facility		5.50/27	5.28/09	4.33/18	5,80/07	5.18/19	3.33/28			t		3.00/10
1.60 Search property left for prisoners		4.90/29	5,83/12	5.00/18	6,50/06	4,55/17	3.75/57					
k21 Compare photographs or fingerprints												
to verify identity of prisoners	5.00/06	6.25/05	6,00/12	4.40/09	4,00/09	4.57/08						4.06/08
1.64 Strip search prisoners	5.00/28	4.37/31	5.33/43	5.00/40	5.71/17	4.83/35		4.00/19		5 00/01		6.00/15
K62 Shakedown cell blocks and tanks r30 Escort prisoners to medical appoint-	5.00/06	4.80/10	5.20/05	4.16/09	6.33/05	4.30/25	3,80/53					
r30 Escort prisoners to medical appoint-		F 55112	·· F · X 5 7 7 7 X	-T 60 761	 		3.00/62					
r.31 Examine physical condition of		5.00/16	5.37/23	4.85/21	5.50/06	4.33/30	3.00/62			∮. <u>-</u>		
r.31 Examine physical condition of	3 50710	4.50/23	E E0717	5.20/22	5.20/09	4.12715	3.00727			3.00703	3.00/02	4.007T3
prisoners	4.30/10	4.00/08	4 50/04	3.00/05	6.50/03	4.66/09	3.00/10	ļ ————		3.00703	3.00702	4.00/05
161 Search visitors 142 Fatrol cell blocks and secured areas		3.71/20	5 00/10	5.75/20	5.50/05	4.10/23	3.60/52	ļ 	·			5.00/10
150 Receive and act on court orders		3.7.17.20	3.00/10.	2,73/20	3.30703	4.10/23	3.00/32					3.07
(e.g., habeas corpus)	5.00/09	4.83/09	5.25706		5.80/10	4 22/15	3.33/37			· ·•		
r24 Conduct facility inspection	5.00/01	4.20/11	5.25/06 4.37/08	4.33/08	7.00/04	4.00/12	3.00/32			·		5.00/10
K56 Peview arrest documents before	2.007.01	Literation	i								1	
accepting prisoner	4.00/03	4.33/14	5.00/07	4.20/07	4.66/03	3.90/14	4.33/32					3.00708
K26 Confer with physicians regarding										[1
prisoner's medical condition	5.33/06	4.00/10	4.66/17	4.40/19	5.25/11	3.66/16	3.25/38					4.00/05
k46 Prepare hold cards		4,88/27	4.30/12 5.00/16		4.40/05 5.50/06	3,42/17	3.00/58				3.00/02	
K11 Operate cell block controls			5.00/16	4.00/29	5.50/06	3.62/23	3.00/58					
122 Complete documents for transfer of							ļ	T 55752				F 55 15F
prisoner to county lail K36 Inspect identification of visitors	4.00/20	4.33/13 3.60/16	4.50/23 4.83/09	3.55/28	4.00/18 5.50/04	3.50/10 3.55/14	3.00/33	4.00/06				5.00/25 5.00/05
1.48 Process prisoners for release	4.00713	4.71/27	4.83/09	3.40/13	4.40/14	3.55/14	3.20/45					4.00/25
1.17 Classify inmates according to age,	4.00/13	9./1/2/	4.14/13	3.73/32	4.40/14	3.00/18	3.70/43					4.00/23
sex, and offense		3.63/18	4.14/06	4.00/12	4.50/06	4.00/08		5.00/02				5.00/05
K67 Update roster of current prisoners	·	3.80/13	4.50/06	3.40/10	6.00/02	3.50/11		3.00/02				3.00703
K25 Conduct prisoner roll call		5.66/08	4.00/04	3.40/10	5.00/01	0.40/11	4.00/08					
K44 Photograph prisoners	3.09/55	3.00/04	4.71/17	4.00/35	4.20/32		2.80/63	3.33/30				4.00/23
K32 Feed prisoners	2.2.7	3.33/29		3.00/42	4.42/10	2.81/25	1	5.00/04				
k3 Aid prisoners to contact legal coun-			:2.4 15									1
sel	3.20/31	3.12/06		2.66/32	4.42/25	3.10/16	3.00/43	3.50/15				3.00/15
1.6 Arrange for professional assistance							ļ					1
for prisoner's personal problems		3.00/05			4.33/09	3.57/05	3.50/27	[
K54 Record prisoner's phone calls		2.53/34		4,33/16	4.00/09		2.80/43					4.00/25
	L	L					<u></u>	L	<u></u>	L		

CIP AND PERCENT PERFORMING

INFORMATION	FOR	NONCORE	TASKS	LARRANGED	BY	TRAINING	COUP)	

	III OKLIKI				L AGENCIE		In the co		S	PECIALIZE	AGENCIE	S
TRAINING GROUP/TASKS	S.P.	D.P.	L.C.	м.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
MISCELLANEOUS												
A26 Investigate and report on police										*		
applicant's background	5.61/20	5.20/01		5.00/01	5.14/10	4.87/02	5.00/05	6,20/06		5.25/11	5.60/05	
D20 Fight structural fires	4.00/04	6.00/01		5,00/04	6.33/18	5.33/09	5.00/08	5.00/13	3.00/12	6.50/03	4.16/10	
A25 Interview police officer applicants	4.71/18			4.60/01	5.00/11	4.37/03	5.00/08	5.50/12		3.50/05	5.62/06	4,00/03
D19 Fight grass and forest fires	3.66/13			7.00/08	5.25/19	4.00/10		5.00/11	3.00/24	3.50/24	5.62/06 4.18/58	5.00/50
C58 Refill fire extinguishers	3.80/07	3.50/01	5,00/07	4.50/06	4.00/00	4,12/08		4.00/11			4,00/21 3,83/22	4.50/35
C39 Operate fire truck pump controls					6,00/08	3.50/03	3.00/05		4.00/37		3,83/22	1
A68 Write reports to suggest changes in											1	
the law		6.00/01	3,16/01	3,33/02	3.50/03	3,80/01				3.00/01	3.91/41	3,50/10
C40 Operate fire truck turret and fire												
hose handlines		6,00/01			6,00/12	3,50/04	3.00/05		4.00/37		3,00/11	
C34 Investigate air and water pollution												
complaints			4.33/07		4.00/10		5,00/07			.4.00/01.	4.50/26	
A32 Make major vehicle repairs (e.g.,												
beyond_general_maintenance)		3.00/02			_3.20/14	4.00/07	4.00/03	3.25/06		5.50/06	4.50/25	5.00/15
Cl2 Clean and dry fire-fighting equip-												
ment	3.57/15			4.00/07	5.00/13	3.28/10	3.00/08	_3.00/16	2.50/39	1.00/04	_3.00/14	
G3 Explain department recruitment												
policies	2.65/68		_2.85/39	2.70/37	3.66/35	2.90/37				3.50/21		4.00/35
MOTOR VEHICLE ACCIDENT INVESTIGATION												
Ol Calculate vehicle speed using												
mathematical formulas		3.16/10			3 66/17	3.72/13	4 00/12					4.00/05
I III CHEMICE ICO TOTALIO		-3-10/14			3.00/1/.	-2.464.1.2	-4-707.15					4.007.03
OFFICE AND CLERICAL												1
A8 Control access to departmental												
cecords	5.07/33	4.50/07	5,00/04	5,00/10	4,93/38	4,80/07		4.77/15	6.00/22	5.00/08	3.37/09	5.00/23
A45 Remove reports from records systems	3.73/60	3.87/10		4.28/34	4.00/48	3.91/25	3.25/45	4.16/28	5.00/16		4.70/30	
A20 File documents in records system												
(e.g., fingerprint cards, reports.												
etc.)	3.70/64 4.00/08	4.42/20 3.50/01		4.00/11	4.20/48	4.62/13	3.00/35 3.00/05	5.00/19 4.83/13		3.42/34	3.42/51	3.00/45
A61 Update records of warrants served	4.00/08	3.50/01	3.75/01		4.44/17	3.22/02	3.00/05	4.83/13		3.00/03	4.00/40	3.00/45 4.00/20 2.66/48
Al3 Enter data on cards for filing		3.57/17	3.00/17	3,62/17	4.53/51	3,72/23		3,71/48		4.33/50	3.33/37	2.66/48
A31 Locate documents and information in											,	1
records system	4,00/51	4,00/21	2,88/35	3,81/47	3,46/55	3,20/34		3,87/50		3,00/25	4.33/50	3.00/38
A65 Write letters on behalf of the												
department	3.66/20	4.56/06		3,65/07	2.87/32	3,33/08		4.00/16		3.50/08	4.08//1	4.00/13
A52 Summarize total shift activities in	0.35.446		- 50,700		4 05 (07	2 60/12		75 76773		7-50101	4 50720	
departmental logbook	2./5/46	3,37/14	3.50/09	L	4,25/27	3.60/13		3.75/14		3.50/21	4.50/29	
A42 Prepare documents for filing (e.g.,												
label, alphabetize, place in chro-	3 36 /44	3 30/10		- 40/71	2 01/25	2 00/10		- 2 22/10		3 40 (20	1 16/60	2 66/20
nological order, etc.)	3.10/44	3.10/18	- 3 14/31	44411	3.81/35	3.90/10		3,33/18		$\frac{3,40/20}{3,33/10}$	3.16/60	2.50/25
.A28 Issue departmental equipment	7 40707	3.64/32	7174	2 22/02	3.00/19	3,75/10		3,60/23		3.33/10	3,72/54	· e · 3/1/ € 5
A69 Write speeches	2 20/40	6.00/02	2 11/14	3.33/03	3.66/08	3.00/05					$\frac{3.72754}{3.00790}$	4,00/45
U12 Dispose of evidence no longer needed	-3.60747	5.547.57	3.11/14	. 322703	.3.08/44	3.09/15				- ·	7.007.30	בי זעע ויי
Al Analyze crime and accident stalist-	2.72/33	2 16/25	3.00/15		2,50/29	2 32/10	4,25/27	3.60/21		3.80/19		3.00/25
A60 Update maintenance records on indi-	-212733	7118/33	77.77.77		£, 20/43	7,32/10	4,75/71	3.00/41		7.00/12		2:00/253
yidual police cars	2.50/26		3.40/05		3.85/16	3.44/07				3 66/00	2,85/47	4.00/28
LAS Compile crime statistics	3.00/04	3 33/07	***********	***************************************	" 5" D3T 10"	3.00/07		3,50/09		4.00/08	F1757 31	3.00/15
- CA - 2414/11/2 11/2 2/2/12/12	דיה ואמי בי	~*************************************				_A'AAKAKAK		- AT 2017A		71707.00		X1551 15
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CIP AND PERCENT PERFORMING
INFORMATION FOR NONCORE TASKS (ARRANGED BY IRAINING GROUP)

			Tr	ADITIONA	L AGENCIE	S			SI	PECIALIZE	AGENCIE	s
TRAINING GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
PATROL OPERATIONS												
D21 Fight vehicle fires		5.00/07	3.16/25	4.50/32	5.00/39	4.06/40		4.33/31	3.00/14	4.50/08		4.00/33
C54 Perform weather watch service	3.83/31		3.75/20	3.66/27	4.53/38	4.00/40		2.80/26			3.00/22	4.00/30
C48 Patrol freeways	3.52/85	2.88/29	3.06/69	2.84/40	3.50/26	2.93//4	3.00/35					
SUITE FOR THE TANKEN												
PHYSICAL TRAINING & DEFENSIVE TACTICS A40 Participate in required physical												·- ··· ·
exercise program	3 84/35	3 54/27	3.66/10	3 30/13	A 2871A	3 57/14		4.25/09		3 40/05	3.62/15	7 56725
J23 Walk continuously for more than one-	3.04/33	3.34723	3.00/10	3.30713	4.20/14	3.3//14		7.63/03		2.407.02	3.027 13	3.00750
half of the work shift (e.g., foot						·						
beat)		4.10/49	2.93/42	3.22/35	3.90/34	3,05/21	3.00/23	3.42/55	3.00/57	3 00/78	2.78785	3.00755
POLICE COMMUNICATIONS												
A55 Transmit messages on teletype	4.12/69	4.16/16		4.09/34	5.25/13	3.69/19	4.00/18	4.50/13			7.00/01	
A58 Update dispatch records of officers												
on calls	3,57/06			3,37/12	4,28/10	3.50/06	6.00/08	4.00/03		3.00/01	5.50/02	3.00/10
TESTIFYING IN COURT & ADMINISTRATIVE												
HEARINGS	2 02710	A CC 122	3.44/26	2 61 720	2 70/16	2 20/20			2 00704	5.50/06	4 40710	4 00700
N19 Testify in civil cases	3,03/10	4,00/22	3.447.50	3.01/30	3.76/19	3.20/30			3.00/04	3.30/00	4.40/ 10	4.007.00
TRAFFIC CONTROL												
D1 Accept bond on the street	3.47/92		3.00/01	3.88/34	3,83/53	3.72/42	2.75/45	3.50/10			4.14/91	5.00/35
P38 Observe accident potential at	9.77.25		3100701	219979	3,05,00		2	_91627.2				7
assigned locations	4.22/28		3.78/23	2.71/33	3.87/32	4.00/30	3.00/20			5,00/01		5.00/20
P12 Complete operators license re-												
examination form	_3.60/40	3.46/21	3.15/42	3.40/43	4.11/39	3.42/34	4.25/28					5.00/18
P48 Request citizens to asisst in												
traffic control in an emergency	3.27/62		3.73/34	3.08/51	3.93/50	3.50/59	2.25/57		_3.00/04		3.71/13	3.00/35
P43 Plan traffic patrol tactics		_3.00/15			4.11/30	3.69/22	2.75/28	3.28/21				_2.50/28
P42 Plan traffic detours	_3_00/23	3.00/10	_3.33/17	0.00445	4.00/24	3.63/16	4 60 400	3.16/18	3.00/04		2 00 104	-5 -5 -6
P15 Direct traffic using barriers P37 Move disabled vehicles with patrol		3.00/28	. 3.14/45	_ Z. 9U/95	4 UU/44	1.31/33	_4.00/.20	.2.70/51	_3_00/14		3.00/04	7.007.13
car	3 25/42	2.85/83			3 75/25	4.85/20					2.75/29	
P23 Inspect commercial vehicles for code	2.527.46	2.03/03			3,73723	7.03/20						
compliance	3.33/61		2.63/26		3.91/28	2.90/33	4.00/23				4.50/15	1
P33 Issue warning tickets	3.40/12		3.11/18		3.73/39		4.00/28					5.00/53
P29 Issue moving traffic citations to												
bicycle riders		3, 15/24			3.50/16		3.33/05					4.00/10
TRAINING												
A66 Write performance evaluation reports												
on other officers (e.g., peer	4.68/39		7 77 77	4 00/10	4.75/09	A F0/07	3 00/07	4.00/11		E 00/04	5.00/13	7.00705
ratings) A23_Instruct_in_classroom_setting	7 72/16	4 25/02	3.66/07	3 UV \ UV \	3 66/13	3 11/14	3.00/0/	3.00/14		4 UUAUE	1,00/52	4.00,021
THE THE THE PLANT OF THE PARTY	14.1 <u>9</u>	-3 ren 65	אַטאַעט יע.	אטאערעא.	בו שעעייי	T-8 -T-17 17.		2.007.14		77700 65	TTOOL SE	1
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CIP AND PERCENT PERFORMING

INFORMATION FOR NONCORE TASKS (ARRANGED BY JRAINING GROUP)

			TI	RADITIONA	L AGENCIE	S	-		S	PECIALIZE	AGENCIE	S
TRAINING GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R	L.P.
AIRPORT POLICE OPERATIONS											1	
117 Insure isolation of aircraft in ap-												
propriate emergency situations	7.00/01				5.00/01	5.66/01			6.00/28			
118 Investigate complaints about suspi-												
cious baggage at airport security												
checkpoint	4.00/01		6.00/02		6.00/03	6,50/03			5.60/92			
13 Assist people to evacuate aircraft	L											
<u>in emergency</u>	<u> </u>		 			5.50/01			6.00/29			
110 Close down airport security screen-	l										l	
· ing in emergency situations	l								5,80/43			
119 Investigate complaints about suspi-	1											<u> </u>
cious persons and activity at airport	1	ļ	·									
security_checkpoint	4.00/03		6.00/03		6,00/04	6.00/05	3.00/08		4.80/92	ļ. <u>.</u>		
17 Check gates in airport perimeter	 			3,00/02		3.66/08			3,80/88			
PARKS AND WILDLIFE MANAGEMENT	[
M55 Pursue watercraft at high speeds	L		. 			7.00/04	3.50/18				5.64/62	6.00/10
M54 Pursue vehicles off road at high	l											
speeds	5.12/17]	3.50/04	4.33/08	6,33/11	5,37/13	3.00/30	5,00/01		4.00/01	5.43/74	6.00/28
M60 Request specialized assistance to												
neutralize_environmental_spills	5.00/01	 			6,00/02	6,00/01					4.81/44	
M44 Notify boaters of hazardous weather		ļi			. <u></u>							
conditions		ļ		5.00/01	7,00/06	4.00/06				ļ	4.15/45	5,00:38
M22 Inspect deer shiners for firearms	3.61/38				3.00/16	3.57/29	3.40/67	5,33/02			4.70/98	5.50:45
M4 Arrest or cite persons for violations					5		ļi				1 33.57	
of environmental laws or regulations.	3.50/06		3.25/02		5.00/04	3.00/07	ļ				4.1//94	4,00/30
M14 Conduct field surveillance for		ļ	4 00 (0)			3 66116	2 00/20	F 00/01			4 35 (67	6,00 48
poachers		ļ	4.00/01			3.00/15	3.00/28	5.00/01			4.35/9/	0,00-40
M25 Inspect frozen waterways for safety					7,00/08		3.00/07				חסדדד	4.00750
(e.g., ice fishing, ice-skating) M49 Patrol waterways	ļ	ļ	4.00/01		7.00/00	3 60700	4.00/30					4:00/38
M3 Arrest or cite persons for unlawful	l		4.00/01			3.50/08	4.00/30			 -	3,20/93	4.00.30
use of recreational vehicles or		ļ										
watercraft	3.66/25	 			2 22/10	2 44722	3.00/42	4 00/0E		3.00/05	2 41707	4.00/63
	3.00/23	 			3.33/19	3.44/23	3.00/42	4.00/03		3.00/03	3.41/9/	4.00/03
M8 Cite or warn persons for swimming violations		3 00/03	4.00/06	ļ	4 00711	3,66/15		3.25/05				5.50 73
M46 Observe persons for hunting		3.00/03	4.00/00		4.00/11	3.00/15	 	3.23/05				3.30 73
yiolations	2,53/39					3.12/33	2.66/47	4.00/13			3.41/99	5.00773
M21 Inspect campfires	2,33/39	 				3.12/33	4.50/17	4.00/13			3.41/33	3.66.38
HET THISPECE CHIMPTITES	 	ł					4.30/17					3.00.5
RAILRUAD POLICE ACTIVITIES		·										
El4 Identify contents of railroad cars	 											
for possible hazardous cargo	7.00/02			4 00/01	6.50/02	2 50/01	 			5.30/75	5 00703	
El9 Investigate railroad derailments	5.33/05		5,00/02		7.00/04					5 44/03	4.25/07	
fl6 Inspect for and remove obstructions	3.33/03		3,171702	4.30/02	7.00/04	3.23/02				3.447.33	4.63/07	
on railroad right of way	6.33/07		2 25/07	6,50/08	5 75/12	4 25/00	 	5.00/03		5 90/95	3.50/05	
on_railroad_right_of_way C27_Flag_down_trains_(e.g., to_prevent_	7.33/0/		2.63/0/	0.30/00	2,/3/16	7.63/09		3.00/03		3.30/33	- 5 3 3 C (13	
accidents)	5,05/03	4.85/01	4.60/04	5.00/02	6 70/05	4.57/05		5.66/02		5 50/20	4.25/02	4 00 03
E22 Observe for law violations on rail-	-3.13V.63	4.00/01	4,00/04	3.00/02	0.70/03	4.5//05		3.00/02		2.30/23	7.53/06	7,50,02
	2 75/12	4.00/06	5 00/33	A 20/10	4 50/21	3 33/12		1,00/05		5.20/96		
road property	1-3-13(13	1-4-7/7/70	- 2.VV/1L	-32 EAK 1A	4.30/21	2.33/16		1.007.03		3,207,30		· {
	L	لـــــــــــــــــــــــــــــــــــــ										L

Appendix P

NON-CORE TASKS ARRANGED BY SELECTION TASK GROUP

AGENCY TYPE ABBREVIATIONS

S.P. - Michigan State Police
D.P. - Detroit Police Department
L.C. - Large Cities/Villages/Townships
M.C. - Medium Cities/Villages/Townships
S.C. - Small Cities/Villages/Townships
L.S. - Large County Sheriffs' Departments
S.S. - Small County Sheriffs' Departments
U.C. - Universities/Colleges
A.P. - Airports
R.R. - Railroads
N.R. - State Department of Natural Resources
L.P. - Local Parks

TRADITIONAL AGENCIES

SPECIALIZED AGENCIES

SELECTION GROUP/TASKS	S P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A B	D.D.	N.R.	1.0
	3 5,	UP.	L.U.	M.U.	3.6.	L.3.	3.5.	0.6.	A.P.	R.R.	п.к.	L.P.
ARRESTING M4 Arrest or cite persons for violations of environmental laws or regulations M3 Arrest or cite persons for unlawful	3.50/06		3.25/02		5.00704	3.00/07					4.17/94	4.00/30
use_of_recreational_vehicles_or watercraft	3,66/25				3.33/19	3.44/23	3.00/42	4.00/05		3.00/05	3.41/97	4.00/63
CITATION M8 Cite or warn persons for swimming violations P33 Issue warning tickets P29 Issue moving traffic citations to bicycle riders	3.40/12	3.00/03 3.15/24	4.00/06 3.11/18		4,00/11 3,73/39 3,50/16	3,66/15	4.00/28 3.33/05	3.25/05				5.50/73 5.00/53 4.00/10
CONFERRING K26 Confer with physicians regarding prisoner's medical condition K6 Arrange for professional assistance or prisoner's personal problems	5.33/06	4.00/10 3,00/05	4.66/17	4.40/19	5.25/11							4.00/05
DECISION MAKING M60 Request specialized assistance to neutralize environmental spills A68 Write reports to suggest changes in the law Al Analyze crime and accident statistics	5,00/01	6.00/01 3.16/25	3.16/Q1 3.00/15	5,33/02	6,00/02 3,50/03 2,50/29	3.80/01	4.25/27	3,60/21		3.00/01. 3.80/19.	4.81/44 3.91/41	3.50/10 3.00/25
DIRECTING 13 Assist people to evacuate aircraft in emergency F7 Pick up children as directed by court in custody matters (e.g., divorce						5.50/01			5.00/29			
proceedings) HIB_Instruct_and_direct_civilians_in undercover_operations	4.00/03 3.6\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	3.00/02	4.08/21.	4.25/18 3.00/06			3.40/43			5.00/05	3.75/16	• • • • • • • • • • • • • • • • • • • •
PAB Request citizens to assist in traffic control in an emergency	3,27/62		3,73/31	3,08/51	3,93/50	3,50/59	2,75/57		3.00/04		3,71/13	3.00, 35
M54 Pursue vehicles off road at high speeds P37 Move disabled vehicles with patrol	5,12/17		3,50/04	4,33/08			3,00/30	5.00/01		4.00/01	5,43/74	6,00723
ESCORT AND TRANSPORTATION C26 Escort yehicles or persons through	3.25/42				3,75/25						2.75/29	
picket lines	3.76/05	3.14/12	4.14/34	3.66/45	4.75/11	3.00/30		3.12/11	3,00/08	3.57/34		
*Performing = CIP > 3.0 and T perform		25.	10 . 2 0			25. 4 11	or farming	data are	displayer	Lhoneath	CIP data	

*Performing = CIP > 3.0 and % performing > 0 or 2.5 < CIP < 3.0 and % performing > 25; % performing data are displayed beneath CIP data.

CIF AND PERCENT PERFORMING

SELECTION GROUP/TASKS LOUIPMENT MAINTENANCE A32 Make major vehicle repairs (e.g.,	S.P.		TR	ADITIONA		"						
EQUIPMENT HAINTENANCE	S.P.			MUITIONA	L AGENCIE	5			SI	PECIALIZE	AGENCIE	S
		D.P.	L.C.	M.C.	S.C.	L.S.	5.5.	U.C.	4.P.	R.R.	N.R.	L.P.
beyond general maintenance)		3.00702			3.20714	4.00707	4.00703	3,25/06		5 50/06	4.50/25	5 00/15
C12 Clean and dry fire-fighting equipment	3.57/15			4,00/07	5.00/13	3,28/10	3,00/08	3.00/16	2.50/39	7,00/04	3.00/14	3.00/13
EXPLAINING/ADVISING/INFORMING												
M44 Notify boaters of hazardous weather												
conditions				5,00/01	7,00/06	4,00/06					4.15/45	5,00/38
D16 Explain demonstration permit to	2 27/00	3 00 (00	2 03 /00		2 40 102	3 25 150				2 5		
demonstrators K3 Aid prisoners to contact legal coun-	3.3//02	3,80/08	3.83/09	3.3//09	3,90/07	3,35/08		3,60/02		3,50/04		5,00/08
sel	3,20/31	3,12/06		2,66/32	4,42/25	3,10/16	3,00/43	3,50/15				3,00/15
G3 Explain department recruitment poli-												l <u> </u>
cles	2.65/68		.2.85/39	2.70/37	3.66/35	2.90/37			•	3.50/21		4.00/35
EVALUATING												
A66 Write performance evaluation reports												
on other officers (e.g., peer rat-	4 60 (30		7 77 77 7	7 00110	4 75 700	4 50/07	3.00/07	4 00/11		3 50 700	7 75 75	7 75 77 5
lngs)	4.58/39		-4-44/14	_4.VV/.IV	4./5/09	4.50/0/	3.00/0/	4.007.1.1		3.50/08	_4_V8//1	4.00/13
ELUGERPRINTING												
A22 Fingerprint persons for non-criminal												
reasons (e.g., professiona)	2.68/86				2 09/60	3.25/13	3 66/60					5.00/08
11/1/2/15/19/9	Z-00700						7.007.00					3711111111
FIREFIGHTING					******			-= -=		Z -ERIES	7 77115]
D2O Fight structural fires D19 Fight grass and forest fires	4,00/04 3,66/13	6,00/01		6,00/04	6,33/18 5,25/19	5.33/09 4.00/10		5.00/13	3.00/12	6,50/03 3 ED /24	4.16/10	E 00/E0
D21 Fight vehicle fires	4.19/42	5,00/07	3.16/25	4.50/32	5.00/39	4.06/40		4.33/31	3.00/24	4.50/08	4.36/16	4.00/33
FIRST AID LII Apply first aid to treat for chemical												·
	5,57/03	4 50/01	5.35/09	4 00/07	5 55/05	5 41/10		4.28/15	3.50/04		4 81702	4.00/10
Kl Administer medication to prisoners	7.00/03		4.83/10	5.75/17	6.25/06	4.00/14	5.20/52				4.25/04	
L16 Apply first aid to treat for frost-												
bite LB Apply first aid to treat for animal	4-81/04	4.00/02	4.46/08		5.25/04	4.23/08	4.50/07	4.00/04	3.50708		4.23/09.	5.00208
bites	3.59/12	3.16/04	4.18/20		4.52/16	3.47/17	4.50/10	3.42/05	3.50/02	5.00/01	4.16/15	4.33/33
127 Apply first aid to treat for sprains												L I
and strains	3.36/29		_3_35/31	_3.00/24	4.33/27	3.11/35	4.00/33	_3.25/33	3.50/18		3.00/18	4.50/.48
GUARDING						1						
N2 Act as department court officer	3.94/44	4.50/08	3.66/06		4.66/20		2.50/55	4.33/10			4.00/17	5.00/15
									Manager agent and large a			
118 Investigate complaints about suspi-					··							
cious baggage at airport security									or a department of the same			
checkpoint	4.00/01		6,00/02		6.00/03	6.50/03			5.60/92			
for possible hazardous cargo	7.00/02			4,00/01	6.50/02	3.50/01				5 30/75	5.00/04	
	1. no(ne			1700\01	0.30/02	3,30/01		* ·		1.307.73	3,007,04	

CIP AND PERCENT PERFORMING

INFORMATION FOR NONCORE TASKS (ARRANGED BY <u>SELECTION</u> GROUP)

			TF	RADITIONA	L AGENCIE	S			S	PECIALIZEI	AGENCIE	S
SELECTION GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S .S.	U.C.	A.P.	R.R.	N.R.	L.P.
El6 Inspect for and remove obstructions												
on_railroad_right_of_way	6.33/07		3.25/07	6.50/09	5.75/12	4.25/09		5.00/03		5.90/95	3.50/05	
K13 Check identity of prisoners leaving		5.50/27	F 30/00	4.33/18	r 00.107	E 10/10	2 22/20					2.00.15
facility		4.90/29	5.28/09	5.00/18	5.00/06	5.18/19 4.55/17	3 75/57					3.00.10
K60 Search property left for prisoners K21 Compare photographs or fingerprints												
to verify identity of prisoners	5.00/06	6.25/05	6.00/12	4.40/09	4.00/09	4.57/08						4.00/08
K31 Examine physical condition of	7-50.110	7 50765	- F - F - T - T - T - T - T - T - T - T	F 55.755	F 00 100	75775	3 00/07			3 700 703	3 35 163	
prisoners K24 Conduct facility inspection	6.50/10	4.50/23	5.50/17 4.36/08	5.20/22	5.20/09 7.00/04 5.50/04	4.12/15	3.00/21			3,00/03	3.00/02	4.00,13 5.00/10
K36 Inspect identification of visitors	3,00/01	3.60/16	4.83/09	4.33/08 3.20/13	5.50/04	3.55/14	3.00/32					5.00/05
17 Check gates in airport perimeter		2.227.32.		3.00/02		3.66/08			3.80/88			21007.03
M25 Inspect frozen waterways for safety												
(e.g., ice fishing, ice skaling)		7 - 77 - 70 7	7 00 104		7.00/08		3,00/07 4,00/08		·		3.37/80	4.00/50
K25 Conduct prisoner roll call P23 Inspect commercial yehicles for code		5,66/08	4.00/04		5.00/01		4.00/08					
compliance	3.33/61		2,63/26		3.91/28	2.90/33	4.00/23				4.50/15	
M21 Inspect campfires :			. =1.2.22 = 2 .				4.50/17					3.66/38
INTERVIENING	4 31 77 6			4 60701	F 00/11	4 37 (03		F F6776		2 50 (05	F 50105	7.557
A25 Interview police officer applicants	4.71/18			4,60/01	5,00/11	4,3//03	5.00/08	3,30/15		3.50/05	5,62/06	4.00/03
INVESTIGATING												
A26 Investigate and report on police												
applicant's background	5.61/20	5.20/01		5.00/01	5.14/10	4.87/02	5,00/05	6.20/06			5,60/05	
El9 Investigate railroad derailments	5.33/05		5.00/02	_4.50/02	7.00/04	5.25/02				5,44/93	4.25/07	
119 Investigate complaints about suspi-						ļ						
port security checkpoint	4.00/03		6.00/03	whitelester makes and	6.00/04	6.00/05	3.00/08		4.80/92			
A7 Conduct background investigations on												
applicants for licenses (e.g.,												
liquor, pawn dealer)	.4.21/02	3.42/01	3.40/01	3.28/01	4.71/13	3.85/04		3.33/02			4.00/79	
C34 Investigate air and water pollution complaints			4.33/07		4.00/10		5.00/07			4.00/01	4.50/96	
S S S S S S S S S S S S S S S S S S S			1.33707		1.00/10		0.007.07			11.007.01		
OBSERVATION AND SURVEILLANCE												
E22 Observe for law violations on rail-					7-82755			- 7 25 156				
road property MI4 Conduct field surveillance for	3.75/13	4.00/06	5.00/11	4.20/10	4,50/21	3.33/12		4.00/05		5.20/96		
poachers			4.00/01			3 66/15	3.00/28	5.00/01			4.35/97	6.00/48
C54 Perform weather watch service	3.83/31		3.75/20	3.66/27	4.53/38		3.00/33	2.80/26			4.35/97 3.00/22	4.00/30
P38 Observe accident potential at as-												
signed locations	4.22/28		3,78/23	2,71/33	3.87/32	4.00/30	3.00/20			5.00/01		5.00/20
D41 Watch for illegal activity at labor	3 55 175		2 52/21	2 20/40	2 70/14		3.00/03	4.00/05		4.40/31		
disputesC48 Patrol freeways	3.55/15 3.52/85	2,88/29	3.52/31	3.30/40 2.84/40	3.78/14 3.50/26	2.93/74		1.00/05		4.40/31		
M46 Observe persons for bunting viola-	5+301 85	FIDOLES	77001 05	F-017.10	7.507.50	- · /5//4						
tions	2,53/39					3.12/33	2.66/47	4.00/13			3.41/99	5.00,73
A set A street of the set of the boundary of the set of												
										·		
L.	L	L	L			L		L	L	L	<u></u>	

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CIP AND PERCENT PERFORMING

INFORMATION FOR NONCORE TASKS (ARRANGED BY SELECTION GROUP)

_			TF	RADITIONA	L AGENCIE	S			SI	ECIALIZE	AGENCIE	s
SELECTION GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
PAPERWORK - CUSTODY												
K30 Escort prisoners to medical appoint-												
ments		5.00/16	5.37/23	4.85/21	5.50/06	4.33/30	3.00/62					
K50 Receive and act on court orders												
(e.g., habeas corpus)	5.00/09	4.83/09	5.25/06		5,80/10	4.22/15	3.33/37					
K56 Review arrest documents before												
accepting prisoner	4.00/03	4.33/14	5.00/07	4.20/07	4.66/03		4.33/32					3.00/08
K46 Prepare hold cards		4.88/27	4,80/12		4.40/05	3.42/17	[3.00/02	
K22 Complete documents for transfer of		4 55 (15		15 2 15 2								
prisoner to county jail	4.00/20	4.33/13	4.50/23	3.'55/28	4.00/18	3.50/10		4.00/06				5.00/25
K48 Process prisoners for release	4.00/13	4.71/27	4.12/.15	_3.75/32	4.40/14	3.60/18	3,20/45					4.00/25
K17 Classify inmates according to age.		3 63716	1 14/06	4 00/110	1.50/05	4 00 100		5 00/03				r = ===
sex. and offense		3.63/18	4.14/06	4.00/12	4,50/06	4.00/08		5.00/02				5.00/05
k67 Update roster of current prisoners		7.00/17	4.50/06	2.707.10	0.00/02	3.50/11	-	5,00/04				,
K32 Feed prisoners K54 Record prisoner's phone calls		3.33/29 2.53/34	3.51116	1 22/16	4,42/10 4,00/09	C-01/52	2.80/43	3,00/04				(A 0032F
Kod Record Drisoner 5 Dhone Calls		c. 23/34		4.33/10	4.00/09		2.00/43					4.00/25
PAPERHORK - OTHER												
AE Control access to departmental rec-							·					,
ords	5 07/33	4.50/07	5.00704	5 00/10	4.93/38	4.80/07	j	4.77/15	6.00/22	5.00/08	3,37/09	5.00/23
A45 Remove reports from records systems		3.87/10	. AYAAA.		4.00/48		3,25/45	4.16/28	5,00/16	2.007.40	4.70/30	
Al2 Distribute subpoenas to officers			3.22/19				24 521.15	4.44/26	21.07.191		3.92/70	3.50/45
A61 Update records of warrants served	4.00/08	3.50/01	3.75/01	راد تهارا الماسي	4.44/17	3.22/02	3.00/05	4.83/13		3.00/03	4.00740	4.00720
A20 File documents in records system			9.1.31.0.1			3,22,00	1 0.007.00	11.037.75			1	1
(e.g., fingerprint cards, reports,												
etc.)	3.70/64	4.42720		4.00/17	4,20/48	4.62/13	3,00/35 2,75/45	5,00/19 3,50/10		3,42/34	3.42/51 4.14/91	3.00/45 5.00/35
D1 Accept bond on the street	3.47/92		3.00/01	3,88/34	3.83/53	3,72/42	2.75/45	3.50/10			4.14/91	5.00735]
N13 Notify witnesses to appear without												
subpoena	3.28/39	4.83/22	3,20/17		3.81/36	3.90/34		3.50/12		5.00/08	4.00/49	4.00/30
A58 Update dispatch records of officers												
on calls	3.57/06			3.37/12	4.28/10		6,00/08	4.00/03		3.00/01	5.50/02	3.00/10
Al3 Enter data on cards for filing		3.57/17	3,00/17	3,62/17	4.53/51	3.72/23		3.71/48		4.33/50	3.33/37	2.66/48
A31 Locate documents and information in												i
records system	4.00/51	4.00/21	2.88/35	3.81/47	3.46/55	3.20/34		3.87/50		3.00/25	4.33/50	3.00/38
A42 Prepare documents for filing (e.g.,												
label, alphabetize, place in chrono-												k e ar i sa l
logical order, etc.)		3.10/18		_3.42/LL	3.81/35			3,33/18		3.40/20	3.16/60	3.66/30
A28 Issue departmental equipment		3.64/32	3.19/11		3.00/19	3.75/10		3,60/23		3.33/10		2.50/25
HIZ Dispose of evidence no longer needed	_3.207.40	3.54/21	3.11/14	3_55/09	3.08/44	3.09/15	ļ ———				3,00/90	4.00/45
AGO Update maintenance records on indi-			2 40 10-		3 05/15	2 44703				2 ((100	7 05 74	4.00/28
vidual_police_cars	2.50/26.		3.40/05		3.85/.16	3.44/07	ļ	7 50705			2.85/47	
A5 Compile crime statistics	_4.002.04	_3.33/07				3.00/07		3.50/09		4,00/08		3.00/15
DUVELCAL ACTIVITY						 -	 					-
PHYSICAL ACITYTTY		2 71/20	r 00/10	E 75 100	E 50/05	4 10/22	7 60/52		·			5.00/10
K42 Patrol cell blocks and secured areas		-4×1.11.4U	ראו /האיפיי	-3-13/20	קמעטפיפ	-4-10/57	_1.60/52					- 3, QUZ 10
exercise program	3.84/35	3.54/23	3 66717	3 30/13	4.28/14	3.57/14	·	4.25709		3.40705	3.62715	4.00/20
J23 Walk continuously for more than one-	3.04/33	7. 77.63	3.00/10	2.30/13	3.60/11	- 3.31114		1.20/03		5. 10/03	7.06/13	
half of the work shift (e.g., foot	·						ļ		·			,
beat)		4.10/49	2 93/15	7 77/36	3 90/34	3 05791	3.00/23	3 42/55	7 70757	3 00778	2.78/85	3.00/55
			7 - 357.4E		2.30134	7.05(. 1	"2 · O.V. C.)	3.117.33		3.00/2/10	2170705	- =
\ <u></u>	L	L			L		ــــــــــــــــــــــــــــــــــــــ	L				

CIP AND PERCENT PERFORMING

INFORMATION FOR NONCORE TASKS (ARRANGED BY SELECTION GROUP)

	AGENCIES PERFORMING'											
		TRADITIONAL AGENCIES				ES			S	3		
SELECTION GROUP/TASKS	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
PLANNING/SCHEDULING/ORGANIZING							- Commission	Sa paracolar Actor	AMERICAN SECTION	THE PERSON NAMED IN		
P43 Plan traffic patrol tactics	3.35/52	3.00/15 3.00/10	3.55/17		4.11/30	3.69/22	2.75/28	3.28/21				2.50/28
P42 Plan traffic detours	3.00/23	3.00/10	3.33/17		4.00/24	3.63/16		3.16/18	3.00/04			
PUBLIC RELATIONS 68 Request publicity from news media	 	3.33/01	3.00/03	2 00/06	3,55/27	7 57 707				6.00/01	2 52765	
G7 Provide information to persons	†	3.33/01	3.00/03	3,00/00	3.33/4/	3.3//0/				6.00/01	3.53/63	
participating in ride-along program	2 92/32	3.00/10	2.85/27	4 50/19	4,20/19		2.50/25	3.25/29			3.14/37	
pareterparting in Free a long program	1-6.36736	3.00/.10	- <u> 199/ - 1</u>	7.30/13	7.501.12		. 5 1377 13	31557 57			3.13/3/	
REVIEW AND RECALL												
N15 Review other officers' cases to be												
presented to prosecutor	4.16/50	5,00/10	4.80/12	4,33/15	4,10/32	4.3//18		5,00/24			4.22/34	3,00/33
SEARCHING					<u> </u>	7.7.7.				T 75		
K63 Shakedown prisoners	6.40/32	5.18/34	5.77/40 5.33/43	2.3//37	<u> 5.00/22</u>	4.76737	4.20/63	4 00/15		4,50/08	4.75/10	
K64 Strip search prisoners	1-5.00/28	4.37/31	2.33/43	5.00/40	5./1/1/	4.83/35	3.80/53	.4.00/.19		.5.00/01.		_6.00/15
K62 Shakedown cell blocks and tanks K61 Search visitors	2.00/00	4.00/10	4 50/04	3 00/05	6 50/03	4.66/09	3 00/10					4.00/05
M22 Inspect deer shiners for firearms	3.61/38	-4.00700	730704	_3.007.03.	3 00/16	3.57/29	3 40/67	5.33/02			4 70/08	5.50/45
THEE THIS DECK MEET SHITHETS TOT TITEMINS	1-3.617.30				_3.007.10			SISSINE			-1.1VL 20	
SECURING AND PROTECTING	l											1
117 Insure isolation of aircraft in												
appropriate emergency situations	7.00/01				5.00/01	5.66/01			6.00/28			
110 Close down airport security												
screening in emergency situations	 _								5.80/43			
Fl Attach property under court order	5.00/04		4.00/02		4.33/04	_3.20/11	3.66/.35	_6.00/03			3.87/20	
SKETCHING/DIAGRAMMING	}		i									
Ol Calculate vehicle speed using math-												
ematical formulas		3.16/10			3.66/17	3.72/13	4.00/12					4.00/05
TESTIFYING												
N19 Testify in civil cases	3,83/18	4,66/22	3,44/26	3,61/30	3.78/19	3.20/30			3.00/04	5.50/06	4,40/18	4.00/08
TOLES CONTON	ļ						<u></u> -					
TRAFFIC CONTROL	 											
C27 Flag down trains (e.g., to prevent accidents)	E 05/07	4 05/01	4.60/04	E 00/02	6 70/05	4 57/05		5,66/02		E 10/20	4,25/02	4.00/03
P15 Direct traffic using barriers	5.05/03	3 00/20	3 14/45	5.00/02	6.70/05	4.57/05 3.31/33	4 00/20	2.70/51	3,00/14	3.307.23	3 00/04	2.66/45
-1.15 Diter Frailie dallia balliels	 	3.007.40	3.19793	2.207.43	4.00744	7.317.32	4.1/0/ 60	<u> </u>	7.707.14		7.007.03	-6.001 331
TRAINING												
A23 Instruct in classroom setting	3,42/16	4.25/03	3,66/07	3,00/09	3,66/13	3.11/14		3.00/14		4.00/05	4.00/52	
WBITING	ļ											
P12 Complete operators license re-	 		ļ									
examination_form	3.60/40	3.46/27	_3.15/42	3.40/43	4.11/39	3.42/34	4.25/28					_5.00/18
A65 Write letters on behalf of the	l		l					4 00 115		2 50.465	4 00/31	4 60 (13
department	_3.66/20	4.50/06	 	_1.66/07.	2.87/32	.3.33/08		4.00/16		T-20/08	4.08/71	4.00/13
A52 Summarize total shift activitiesin departmental logbook	2 75/65	3.37/14	3.50/09		4.25/27	3,60/13		3.75/14		2 50/21	\$ 50/29	
A69 Write speeches	1-8-141431	9 00/05	יאישירין.	3 33/03	3,66/08	3 00/05		_1./3/14		با کا اللہ دے	3.72/54	
A64 Write interoffice memas	 	6.00/02 2.66/55	l	2.50/33	3.12/42	3.08/27	3,00/32			4.00/20	3,25/68	3.66/33
To the state of the memory		F 1 X 01 X 0		FFXX(3X	-X.1-6-15.	V 10/12/	4170105	·				لتشخضن

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Appendix Q
COMPLAINTS/INCIDENTS

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Department of Natural Resources
 L.P. Local Parks

PERCENT PERFORMING INFORMATION

BY AGENCY TYPE FOR COMPLAINTS/INCIDENTS*

TRAINING TASK GROUP/	TRADITIONAL AGENCIES									SPECIALIZED AGENCIES				
ASSOC. COMPLAINT/INCIDENT	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.		
ARREST & DETAIN	<u> </u>		 	····										
**Curfew - 77.8%	53.5	86.1	83.7	85.9	72.6	67.7	(40.7)	(35.0)	(15.7)	(14.1)	(7.5)	56.4		
							1.15.57	735.57	715:11	717.17.	.1			
CIVIL PROCESS										† - · • • • · · · ·				
**Eviction - 61.5%	(19.4)	79.0	63.8	60,5	(38.9)	55,6	(45.8)	(27.0)	(8.9)	[28.2]	[6.7]	[28,2]		
FIIXAIVII VIIVE		1210			-153157-		-712:57	754.54	7-2121	1.152.57	1.211	- 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
CUNFLICT MEDIATION	·						I							
**Family fight - 96.3%	88.4	96.9	97.6	99.7	97.4	97.1	93.2	72.0	51.0	.(17.91_	(28.4)	26.9		
**Labor/Hanagement dispute - 53.6%	(36.1)	(39.5)	58,9	62.9	(34.3)	54.8	(25,4)	(27.0)	(25.5)	50.0	(3,0)	(23.1)		
**Landlord tenant dispute - 85.4%	56.5	94.5	92.5	93.6	78.7	78.4	67.8	(23.0)	(19.6)	(11.5)	(3.71	(28.2)		
**Repossession dispute - 57.8:	(38.1)	(46.8)	63.0	67.1	(43,5)	55.2	(35,6)	(17.0)	1 9.81	7.71	1 1.51	112.81		
	L	_1.18181	XX1X	XL1 '					2.2	1. 1.111	-X (XYZ -	-TIETAL .		
CRIMINAL INVESTIGATION														
**Arson - 80.9%	67.7	79.7	85.2	87.8	65.4	78.0	73.7	76.0	(19.6)	59.0	(21.6)	(35,9)		
^*Assault (felony) - 95.7%	86.5	99.3	97.6	98.9	92.8	95.0	72.3	85.0	51.0	(44.9)	(36.6)	76.9		
Assault (Hisdemeanor) - 97.7%	. 89.7	99.8	98.4	99.7	97.2	97.1	88.1	95.0	62.7	(47.4)	57.5	92.3		
*Auto theft - 94.7%	85.8	97.6	97.9	98.4	90.8	94.2	69.5	80.0	(43.1)	(38.5)	(35.8)	84.6		
**Bad check = 83.9%	83.9	84.8	82.3	84.4	84.1	82.6	64.4	55.0	(32.3)	(17.9)	(6.0)	(23.1)		
Begging - 58.82	(24.5)	55.6	70.3	64.5	(47.6)	_(38.2)	(27.1)	(27.0)	. (43.1)	(25.6)	(3.7)	(43.6)		
^*Bicycle theft - 91.7%	76.8	92.5	93.4	96.6	93.4	87.6	62.7	82.0	(15.6)	(17.9)	(1).9)	79.5		
**Breaking & entering - 98.6%	94.8	98.9	99.8	100.0	98.0	97.9	98.3	93.0	68.6	96.2	55.2	97.4		
Building code violation - 33.4%	(16.8)	(18.1)	(34.4)	(40.1)	(33.7)	(21.2)	(20.3)	(23.0)	[27.5]	(3.8)	(5.2)	(30.8)		
**Business or peddler license viola-		J.Mar.L.Jan.	-141-31		alalata tadan					1-4-14	-1-44-4			
tion - 60.6%	(29.0)	(48.1)	64.3	71.4	65.1	(45.2)	(25.4)	(31.0)	(45.1)	(11.5)	(11.9)	56.4		
Check law violation (e.g., forgery,	- (*****									- and adult to the second of the second		MAT.		
NSF. etc.) - 76.5%	83.9	56.5	80.0	80.4	78.7	76.8	69.5	(47.0)	(31.4) (21.6)	(17.9)	(9.0)	(25.6)		
**Child abuse - 86.9%	71.6	91.6	91.1	93.1	77.2	84.6	72.9	(49.0)	(21.6)	1 (11.35	(8.2)	(46,2)		
**Child custody - 60.9%	(37.4)	(43,9)	67,0	70.0	51.6	66.8	54,2	(13.0)	(25.5)	(7.7)	(2.2)	(20.5)		
**Child neglect - 82.9%	67.1	83.7	90.3	89.9	62,3	78.0	62.7	(44.0)	(19.6)	(9.0)	(4.5)	(43,6)		
Civil rights - 38.9%	(21.9)	(26.7)	(37.9)	(40,3)	(25,6)	(32.4)	(22.0)	(15.0)	(17.6)	(11,5)	(4.5)	(28.2)		
**Concealed weapon - 90.5%	81.9	93.6	92.5		81.0	93.8	76.3	73.0	78.4	50.0	79.1	21.8		
**Conspiracy to commit a crime - 58.1%	51.6	50.8	57.7	93.4 59.7	(46,4)	56.0	(30.5)	(34,0)	(27.5)	(33,3)	(47.8)	(46.2)		
**Contributing to delinquency of a														
minor - 81,6%	76.8	61.8	82.6	92.0	87.6	87.6	78.0	(47.0)	(25.5)	(23.1)	68.7	84,6		
**Controlled substance act - 92.3%	91.6_	86.8	92.9	96.6	91.4	95.0	78.0	82.0	72.5	(35.9)	79.1	89.7		
**Counterfeit money - 59.0%	(40.0).	51.0	70.4	67.4	(39.1)	(44.4)	(25.6)	(25.0)	(21.6)	1 (5.1)	(_1.5)	(30.8)		
**Credit card theft or misuse - 73.8%	58.7	22.0	81.6	81.4	51.6	68.5	[33.9]	(43.0)	(41.2)	(24.4) (21.8)	(1.5)	(33.3)		
**Criminal sexual conduct - 88.0%	78.7	95.8	92.3	94.4	74.4	86.3	62.7	75.0	(35.3)	(21.8)	(15.7)	82.1		
**Cruelty to animals - 65.85	57.4	51.7	68.9	76.7	55.3	66.4	61.0	(21.0)	_(11.8)	(10.3)	50.7	(41.0)		
**Dead body - 90.7%	78.7	98.5	95.3	96.0	83.6	89.6	74.6	(37.0)	(19.6)	(47.4)	(30.6)	56.4		
**Defrauding an innkeeper - 76.8%	63.2_	88.5 (32.9)	81.4	80.4	60.2	67.2	(47.5) (44.1)	(33.0)	(33.3) (21.6)	(11.5) (12.8)	- {13.7} - {14.9}	(23.1)		
**Desertion or AWOL - 58.8%	57.4	(32.9)	60.3	65.5	61.1	63.5	(44.1)	(16.0)	(21.6)	(12.8)	(14.9)	53.8		
**Disorderly public conduct 95.3%	80.0	95.6	97.2	98.7	95.4	95.0	84.7	0.88	76.5	(43.7)	61.9	89.7		
**Drowning - 55.0%	51.0	(32.2)	56.5	_52.5_	(46.4)	72.6	57.6.	(17.0)	1.7.8)	(12.8)	58.2	79.5		
**Drunk_in_public = 92.5% **Embezzlement = 60.6% **Extortion = 52.2%	.83.2	88.1	94.1	97.1	94.5	. 93.4	74.6	86.0	8Q.4	(43.6)	59.0	92.3		
**Embezzlement - 60.6%	. 51.6	(44.2)	69.3.	70.8	(46.4)	53.1	(30.5)	(22.0)	(25.5)	(11.5)	(15.7)	(15.4)		
*Extortion - 52.2%	(35.5)	50.1	54.8	60.5	(28.8)	(41.5)	[23.2]	(12.0)	_(15.2)	(11.3)	(7).	(20.5)		
*Extortion - 52.2% **Fireworks violation - 78.2% **Forgery - 65.6%	71.6	_58.9	84.2	90.7	79.0.	71.4	_61.0	_55.Q.	(37.3)	(17.9)	69.4	82.1		
**Forgery - 65.6%	. 64.5	(49.4)	72.7		54.2_	59.8	(44_1)	(34.0)	(19.6)	(15.4)	(6.7)	(25.6)		
[nnGambiing = 52.0%	(31.6)	55.4	62.6	51.5	(25.1)	(35.7)	(23.7)	(15.0)	(19.6)	(20.5)	(.3.0)	(33.3)		
**Homicide - 75.6%	56.1	94.3	82.8	78.0	(48.1)	69.3	(42.4)	(28.0)	(19.6)	(28.2)	(11.2)	(33.3)		

^{*}Performing 's defined as being handled by 50% or more of respondents in an agency; all %'s · 50 are in parentheses.
**Overall % performing < 50 across 8 traditional agencies; exact % appears following complaint/incident title.

PERCENT PERFORMING INFORMATION BY AGENCY TYPE FOR COMPLAINTS/INCIDENTS*

TRAINING TASK CROUP	TRADITIONAL AGENCIES									SPECIALIZED AGENCIES				
ASSOC. COMPLAINT/INCIDENT	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	5.5.	U.C.	Á.P.	R.R.	N.R.	L.P.		
CRIMINAL INVESTIGATION (Continued)														
Hostage - 36.9%	(20.6)	(29.8)	(36.7)	(34.2)	(16.4)	(30.7)	(13.6)	(13.0)	(13.7)	17.7	(3.7)	(20.5)		
Illegal alien - 31.7%	(24.5)	(11.9)	(31.5)	(27.9)	(21.6)	(27.8)	(13.6)	(8.0)	(25.5)	(37.2)	(11.2)	(33.3)		
**!llegal burning - 67.7%	(36.1)	(47,7)	71.8	83.8	68.9	68.9	(47.5)	(30.0)	(27.5)	(24.4)	82.8	59.0		
Illegal conduct of a public offi-										1		1		
cial - 26.8%	(15.5)	(18.3)	(18.3)	(17.5)	(17.0)	(22.8)	(11.9)	(4.0)	(15.7)	(5.1)	9.07	(20.5)		
**Illegal weapon (firearm) - 80.6%	(15.5) 65.8	89.2	82.6	82.2	66.6	78.8	57.6	55.0	56.9	(41.6)	86.6	79.5		
**Illegal weapon (other than fire-										1		1		
arm) - 74.4%	58.1	77.5	76.5	79.3	.59.1	69.3	(44,1)	59.0	52,9	(35,9)	64.2	71.8		
**Impersonating an officer or other					T				T					
official - 55.4%	[36.8]	60.3	58.8.	54.6	(29.2)	51.0	(33.9)	(22.0)	[33.3]	(20.5)	(35.1)	56.4		
**Indecent exposure - 33.2%	62.1	78.6	90.4	91.8	71.5	_81.2	(42.4)	73.0.	(37,3)	(23.1)	(23.9)	82.1		
Jail break - 35.1%	[23.9]	(16.8)	(33.7)	(29.2)	(19.6)	(42.9)	(30.5)	(8.0)	(7.8)	[[5, 1]	(18,7)	(23.1)		
**Kidnapping - 53.7%	(34.2)	67.3	55.5	[48.5]	(26.8)	(44.8)	(22.0)	(18.0)	(31.4)	(6.4)	(6.0) (30.6)	(33.3)		
**Larceny (felony) - 96.8%	91.0	98.0	98.6	99.2	93.9	96.3	86.4	90.0	60.8	78.2 79.5	(30.6)	74.4		
**Larceny (misdemeanor) - 97.1%	91.0 92.3	97.8	97.9	99.2	97.4	95.4	84.7	94.0	64.7	79.5	50.7	87.2		
**Licensing violations - 52.3%	(37.4)	(40.4)	(49.9)	52.3	(46.1)	54.8	(40.7)	(19.0)	(35.3)	(9.0)	82.8	(30.8)		
**Liguor law - 69.0%	72.9	(34.7)	71.8	84.1	72.0	70.5	64.4	(44.0)	(30.0)	(15.4) (33.3) (43.6)	(37.3)	56.4		
**Littering - 79.5%	78.7	68.9	78.4	86.5	74.9	83.4	74.6	55.0	(35.3)	(33.3)	95.5	84.6		
**Loitering - 73.7%	(36.8)	86.1	70.4	84.4	64.0	63.9	(42.4)	50.0	(49.0)	(43.6)	[14.2]	53.8		
**Malicious destruction of prop-														
erty - 98.1%	91.6	98.7	98.4	100.0	98.6	97.1 92.1	93.2	97.0	_68.6	83.3	71.6	92.3		
**Missing person - 92.9%	82.6	97.1	92.2	96.8	91.1	92.1	83.1	73.0	[47.1]	(20.5)	56.0	79.5		
Notor vehicle hijacking - 28.5%	(16.8)_	(27.2)	(20.9)	(15.9)	(13.5)	(22.4)	(11.9)	(7.0)	(11.8)	(7.7)	[4.5]	(15.4)		
**Notor vehicle theft - 93.4%	84.5	95.1	95.L_	98.7	88.7	93.8	72.9	77_0	[35,3]	(48,7)	(43.3)	82.1		
**Obscene, harassing, or threatening	l				l					1		,		
phone call - 93.3%	85.2	89.4	94.8	97.6	93.1	93.3	81.4	86.0	[31.4]	[26.9]	[9.0]	(35.9)		
Obscene material - 45.3%	(35.5)	(26.5)	348.2	(49.3)	[3].1]	(39.4)	[27.1]	(23.0)	(13.7)	(5.1)	(5.2)	(38.5)		
Organized crime - 30.8%	[19.4]	(25.2)	(27.0)	(23.3)	(15.0)	[21.2]	(10.2)	7.0	(3.9)	[10:3]	[5.2]	[[7.9]		
**Parole or probation - 56.1%	60.0	52.1	52.3	(49.6)	51.3	51.0	50.8	(14.0)	(13.7)	(12.8)	(23.1)	51.3		
Pornographic material - 39.0%	_(28.4)_	(17.4).	(43.7)	_(41.9).	(24.2)	(32.4)	(18.6)	(15,0)	(5.9)	(_6.4)	[7.5]	(38.5)		
Postal - 43.3%	(24.5)	(29.4)	(44.2)	(45.1)	(34.9).	[35.7]	(16.9)	(23.0)	(.9.8)	(11.5)	(3.0)	(12.8)		
**Prostitution - 52.7%	(28.4)	54.5	621_	(49.6)	[27.7]	(36.1)_	[18.6]	(14.0)	(17.6)	(15.4)	[8,2]	(30.8)		
**ProvI Ing - 88.0%			92.7	96.3.	89.6	87.1-	76.3 71.2	64.0 55.0	(33.3) (25.5)	(30.8) 53.8	(22,4) (25.4)	64.2 61.5		
**Receiving stolen property - 82.2%	78.1	76.8	84.0	86.7	76.4	83.4		25.0	752.31	23.8				
**Recovering stolen property - 92.01	82.6	92.7	93.0	95.0	_ 89.3	92.9	72.9	82.0	_(43.1)	79.5	(48.5)	_66.7		
**Robbery - 89.0% Sabotage - 26.3%	70.3 (10.3)	95.8	,96.5	96.6	(14.4)	86.3 (20.7)	52.5 (10.2)	(6.0)	$\{33, \frac{3}{8}\}$	{48.7} {25.6}	(26.1) (3.0)	71.8 (15.4)		
**Suicide attempt - 80,9%		-(18.1)	(20.0)	93.1		91.3	69.5	61.0	(29.4)	20.5	14.9	59.0		
**Irespassing - 84.1%	72.9 83.2	92.7 60.7	92.7 88.3	93.1	$-\frac{80.1}{81.3}$	89.6	86.4	77.0	-166.7	1 25.37	94.8	76.9		
Unlawful possession or use of explo-	03.6	00.7	00.3	94.4	01.3	09.0	00.4	17.0	- 00.7	1 .54.3	34.0			
sive - 37.5%	(25.8)	(26.9)	(35.3)	(32.4)	(23.1)	(32.0)	(18 6)	(16.0)	751 75	(15.4)	(26.1)	(25.6)		
**Unlawful use of firearm - 77.17	70.3			82.8	65.4	79.3	61.0	(34.0)	$\{\frac{31.4}{31.4}\}$	1 133.31	88.17	66.7		
Unitawior use of Tiredim - 11.15	/0.3	77,7	_77,9	04.0	03.4	79.3	01.0	754.67	. 757.57	1-733.31-				
EMERGENCY PREPAREDNESS - DISASIER												F · .		
CONTROL								- • • • • • • • • • • • • • • • • • • •						
**Accidents involving chemicals - 55.67.	52.3	51.0	53.2	50.7	(37.8)	58.1	737 31	54.0	"(33.3)"	64.1	71.6	741.0)		
Bombing - 39.5%	(21.91	(42.8)	(36.9)	(34.0)	(20.7)	(27.8)	(37.3)	(14.0)	(23.5)	(12.8)	7 1.5	(12.0)		
**Bonb_threat = 82.3%	62.6	84.]	.87.3	89.4	_69.5	72.7.	147 51	69.0	70 6	[41.0]	5.21	(41.0)		
Explosion - 46.1%	[24.5]	[41.5]	(43.5)	[45,6]	[28.0]	[12.0]	(47.5) (23.7)	(21.0)	70.6 (21.6)	111.51	(12.7)	(23.1)		
Radiological incident - 19.3%		(6.2)	(9.7)	(5.8)	(6.3)	(12.9)	(11,9)	(15,0)	7.8	(6.4)	(7.5)	(17.9)		

PERCENT PERFORMING INFORMATION

BY AGENCY TYPE FOR COMPLAINTS/INCIDENTS*

TRAINING TASK GROUP/	TRADITIONAL AGENCIES									SPECIALIZED AGENCIES				
ASSOC. COMPLAINT/INCIDENT	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.		
EMERGENCY PREPAREDHESS - DISASTER														
CONTROL (Continued)														
Riot - 47.5%	[13.2]	(36.6)	56.2	(39.3)	(28.8)	(39.4)	(15.3)	(27.0)	711.81	(17.9)	(23.9)	56.4		
**Suspicious object (bomb, pack-	(47.1)	59.6		60.2	750-75	53.9	735-65	730.01		752 75		- 7. = - 37 -		
age) - 60,2%	.147.11	759.6	68.0	60.2	(35,4)	53.9	(33.9)	(32.0)	64.7	(26.9)	(B.2)	(35,9)		
FIRST AID											 			
A*Drug overdose - 88.5%	70.3	92.9	93.2	93.6	81.3	90.0	55.9	57.0	[31.4]	116.71	(29.1)	74.4		
D. 03 07010030 00.0%									7 5: T (T)	112.77	152114			
MISCELLANEOUS														
Complaints against officer - 46.0%	(43.2)	(35.5)	(35,0)	(39.0)	(49.0)	(48.1)	(32.2)	(30.0)	[29.4]	(21.8)	[43.3]	53.8		
Michigan Occupational Safety and	- 770-57-	-7-2-27-		712 27		77.6 57	775		-7;=-5	-7-2-23-				
Health Act (MIOSIA) yiolation - 19.4%	(10.3)	(3.5)	(_7.5)	(13.0)	(9.8)	(16.2)	(11,9)	(14.0)	(17.6)	[9.0)	[5.2]	(35.9)		
Misconduct of a public offic- ial - 23.4%	(11.6)	(13,5)	(12.5)	(14,3)	(15,3)	(18.7)	(13.6)	(5.0)	(11.8)	(3.8)	(3.0)	(20.5)		
Occupational Safety and Health Act		7.3.31	-715.77	713.51	-112.21	710.77	113.01	-1-5-61-	-717:57	7-7-51	1-7-51	150.51		
(OSNA) violation - 17.8%	(7.1)	(3.3)	(7.7)	(10.6)	(7.5)	(12.9)	(6.8)	(10.0)	(13.7)	(11.5)	(4.5)	(38.5)		
LIDTOR VEHICLE ACCIDENT INVESTIGATION														
**Auto train accident - 55.8%	(49.0)	(32.9)	61.6	66.1	(45.8)	58.9	(39.0)	(13.0)	(11.8)	97.4	(11.9)	(30,8)		
**************************************	91.0	97.1	91.3	100.0	96.3	97.5	81.4	93.0	(31.4).	50.0	(22.4)	89.7		
**llealigent hamicide - 63.33	52,9 96.1	64.2 95.6	65.9 93.7	71.4 98.9	(36.9) 97.7	67.6 99.2	(32,2) 98,3	(16.0) 92.0	$\{\frac{11.8}{41.2}\}$	(14.1) 53.8	(<u>]].2)</u> 69.4	(35.9) 89.7		
**Iraffic accident - 96.6%	30.1	93.0	93.7	90.9	37.7	39.4	30.3	32.0	737.51	33.0	-03,4	~~03:/		
OFFICE & CLERICAL														
Found property - 94.4%	83.9	93.4	96.0	98.1	93.9	93.4	31.4	90.0	80.4	74.4	53.2	89.7		
PATROL OPERATIONS								·						
**Abandoned house or building - 81.0%	63.9	91.8	82.6	84.1	72.6	75.1	74.6	(41.0)	(29.4)	(42.3)	(28.4)	(46,2) 82,1		
**Activated alarm - 96.4% · **Animal control violation (loose	91.6	97.1.	96.3	98.1	96.0	97.1	88.1	94.0	52.9	(44.9)	(35.4)			
animals, barking dogs) - 92.0%	79.1	89.8	94.4	95.8	95.1	90.5	86.4	72.0	60.8	(38.5)	90.3	94.9		
**Check on welfare of citizen - 82.8%	71.0	62.3	92.7	91.7	81.6	89.6	67.8	56.0	(43.11	(12.8)	(27.6)	51.3		
**Citizen locked out - 91.8%	73.5	84.3	96.7	97.6	93.7	91.7	76.3	84.0	63.7	(15.4)	(20.1)	79.5		
**Complaints about government service														
<u>le.g. trash collection, roads.</u>										 				
non-police) - 60.0%	(38.1)	(41.5)	61.4	63.1	66.6	56.0	57.6	(35.0)	(35.3)	(11.5)	53.7	(28.2)		
**Downed_wires - 89.2%	72.9	86.5	94.1	97.3	89.9 78.7	87.6	72.9	(47.0)	(23.5) (47.1)	(46.2)	35.87	(30.5)		
**False fire alarm - 16.12 **Invalid or elderly person needing	(48.4)	(49.2)	84.2	85.7		73.4	61.0	94.0	747-17	763.17	(6.7)	730.31		
assistance - 87.5%	72.9	86.8	92.3	93.9	87.0	84.6	67.8	(46.0)	62.7	(19.2)	(33.6)	76.9		
**lost_child = 89.72	71.0	90.9	94.8	96.6	86.5	85.9	71.2	59.0	52.9	(21.8)	54.5	89.7		
**Loud party - 94.12	83.9	92.1	97.4	98.7	93.7	92.9	81.4	78.0	(39.2)	(14.1)	50.7	84.6		
**Non-traffic injury = 85.7%	74.8	75.3	85.9	93.1	84.4	90.5	71.2	81.0	(39.2)	(46.2)	(44.0)	89.7		
**Rowdy invenile = 85.3%	67.1	82.6	87.0	93.6	83.6	84.6	62.7	62.0	(49.0)	(42.3)	(43.3) (26.1)	89.7		
**Ruptured water or gas line - 72.02 **Shots fired - 86.42	(40.0)	56.1	79.8	83,6	70.9	66.0	(33.9)	59.0	(21.6)	(15.4)	[(26.1)	[46.2]		
**Shots fired - 86.4% Sniper - 37.6%	69.7	94.7	91.0	87.8	74.9	85.1	66.1	55.0	$\frac{(27.5)}{(11.8)}$	66.7	7 7 5 5 5	69.2 (17.9)		
**Suspicious person or vehicle - 93.9"	(20.6)	(<u>43.5)</u> 89.8	(35.7)	$\{\frac{25.7}{96.7}\}$	<u> </u>	{29.5}	(10.2)	[12.0]	72.5	[23.1]	(7.5) 64.2	11/13/		
**Tampering with equipment - 59.87	92.3	64.2	95. <u>1</u> 55.8	96.3 60.2	<u>95,4</u> (45,8)	94.2 52.7	78.0 (39.0)	85.0 (45.0)	(39.2)	71.8 79.2	$\{23.1\}$	89.7 51.3		
remaining the care transfer 1 22, 91	740.01	77.6	53:0-	- 50.4	7.45.67		733.77	735.51	755:61	17.6	169211	3113		
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PERCENT PERFORMING INFORMATION BY AGENCY TYPE FOR COMPLAINTS/INCIDENTS"

TRAINING TASK GROUP/	TRADITIONAL AGENCIES				SPECIALIZED AGENCIES							
ASSOC. COMPLAINT/INCIDENT	S.P.	D.P.	L.C.	M.C.	S.C.	L.S.	S.S.	U.C.	A.P.	R.R.	N.R.	L.P.
PATROL OPERATIONS (Continued)												
**Thrown object at moving vehi-												
cle - 81.6%	78.7 83.2	67.3 85.2	83.3 90.4	92.0 87.0	84.4	78.0 85.9	66.1 79.7	54.0 63.0	(19.6) 52.9	(34.6)	(31.3)	71.8
**Wanted person - 86,9%	83.2	85.2	90.4	87.0	81.8	63.9	79.7	03.0	56.9	134.61	50.0	76.9
SOCIAL SERVICES												
**Nentally 111 person - 89.2%	76.8	89.0	92.0	96.6	80.7	88.4	86.4	68.0	54.9	(33.3)	(18.7)	53.8
TRAFFIC CONTROL	- OO A	07.0	99.1	99.2	97.1	99.6	93.2	95.0	72.5	85.9	85.8	7. 7
**Abandoned vehicle - 98,3% **Parking - 95,8%	99.4 85.2	97.8 97.1	96.5	98.9	95.1	94.2	72.9	99.0	60.8	75.6	51.5	02 3
**Perimeter control at fire - 69.0%	(45.8)	(46.6)	77.9	79.6	66.6	68.5	55.5	(44.0)	(29.4)	(37.2)	55.2	94.9 92.3 66.7
	1.791.01											
AIRPORT POLICE OPERATIONS										}		
Aircraft accident - 36.7%	55.5	(13.9)	(26.1)	(2.1)	(27.7) (7.2)	<u>52.7</u> (12,4)	(45.8) (8.5)	(5.0)	54.9 (25.5)	(5.1) (1.3)	(17.9)	(25.6) (10.3)
Aircraft hijacking - 17.7% Airport or airline security viola-	(12.9)	(5.5)	(10.1)	[7.2)		112.47	10.27	(1.0)	755.57	1.7.31	13.01	1 110.37
tions - 18.3%	(14.8)	(4.9)	(11.5)	(6.4)	(9.5)	(7,0)	(3,6)	(2,8)	94.1	(2,6)	(3.0)	(12.8)
Stolen aircraft or aircraft												
parts - 22.3%	(19.4)	(11.5)	(11.5)	(10.6)	(9.8)	(22.4)	(11.9)	(3.0)	(37.3)	(51)	(3.0)	(10.3)
PARKS AND WILDLIFE TANAGEMENT										ļ		
Air and water pollution - 36.0	(32,3)	(18.3)	(31.8)	(31.6)	(30.8)	(36.1)	(28.8)	(14.0)	(13.7)	(11.5)	94.8	(30.8)
Boat accident - 28.7%	(45.2)	(8.8)	(13.0)	(18.4)	(26.5)	(37.8)	55.9	(2.0)	(3.9)	(1.3)	61.0	56.4
Dredge and fill - 19.3%	(10.3)	(4.9)	(11.5)	(12.2)	(10.7)	(12.4)	(11.9)	(2.0)	(3.9)	(3.8)	97.0	(12.8)
Fishing and hunting - 43,3%	59.4	(4.9)	(36.9) (34.4)	(39.8)	{44.7} {28.0}	65.1 (31.1)	61.0	_(28.0) (9.0)	(23.5) (9.8)	{23.1} {7.7}	29.3 89.6	76.9 (28.2)
Pollution complaint - 35.1%	(20.0)	[12,6]	(34.4)	(38.2)	(28.0)	(31.1)	[20.3]	(9.0)	(9.8)	1. (.2.2)	89.6	(28.2)
RAILROAD POLICE ACTIVITIES										ļ		
Irain derailment - 37.8%	(31.0)	(18.5)	(38.3)	(36.3)	(26.5)	(37.8)	(20.3)	(5.0)	7 3.91	98.7	(18.7)	(23.1)
Unlawful train riding - 22.2%		(8.8)	(16.7)	(14,3)	(12.4)	(14.1)	(6.8)	(2.0)	(2.0)	93.6	[2.2]	(12.8)
										 		
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After the comparison of Assertance Comparison (Comparison Comparison												
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Appendix R

EQUIPMENT/VEHICLES

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Departme . of Natural Resources
 L.P. Local Parks

	TRADITIONAL AGENCIES ;			SPECIALIZED AGENCIES								
EOUIPMENT	S.P.	D.P.	L.C.	M.C.	s.c.	L.S.	S.S.	U.C.	A.P.	RR.	N.R.	L.P.
Aircraft - 1.9"	(8,2)	(0.7)	(1.7)	(0.2)	(<u>1.0)</u> (31.9)	(4.8) (16.6)	(1.7)		(11.8)	(1.2)	(30.4)	
Alarm monitor - 21.6/ All terrain vehicle - 4.84	50,0	(0.7)	(13.3)	(35.3)	(31.9)	(16.6)	(33,3)	50.0	(17.6)	(7.5]	(1,5)	(35.0)
All terrain vehicle - 4.85	1.7.11.	1.11	(3.31	(2,2)	(6.5)	(12.1)	(20.0)	[3.9]	(19.6)	[[2]	[49.3]	[22.5]
) Ambulance - 8.8%	(11.5)	(5,0)	[.(.6.3)]	(5.3)	(16,3)	(13.8)	(16.7)	(7.8)	(2.0)	1.7	(3.7)	(7.5)
Animal control equipment - 24.2%	(6.6)	(35.5)	[14.1]	(32,6)	(32.9)	(7.6)	(30.0)	(33.3)	(11.8)	(2.5)	85.2	(45.0)
Audio-visual equipment - 18.4%	_(35.2)	[13.5]	(12.21)	(20.9)	(20.5)	(17.0)	[25,0]	(35,3)	(17.6)	[5.0]	75.6	[42,5]
Automatic traffic counter - 1.4%	(1.1)	(.0.5)	(.2.2)	(1.0)	(1.8)	. (0.3)		(4.9)	(3.9)		75.6 (? 9) 97.8	55,0
**Automobile - 97.1%	97.8	96.9	97.0	96.6	98.2	96.9	96.7	97.1	20,2	96,2	97.8	97.5
Axe - 14.37	79.1 94.0	· {23.2}	$-{3.5}$	1,6.21	(18.9) 79.5	(22.5) 60.6	(35.0) 96.7	(3.9) 92.2	133.31	(2.5) 63.8	97.0 87.2	(47.5) 80.0
**Base station police radio - 59.0%	70.3	85.2	92.3	81.8	76.4	78.2	51.7	80.4	(29.4)	57.5	89.6	70.0
**Baton night stick = 82.3%		745.11	735.35	(48.0)	65.3	(39.8)	73.3	64.7	(49.0)	65.0	97.8	80.0
**Battery jumper cables - 47.0%	(3.3)	1 5:91	(21.2) (5.1)	135.0	(7.6)	(21)	7 5.01	718.61	3.9	1 2.57	7 B. TY	(15.0)
Bicycle - 5.67		25.4	43.8	52.3	60.6	55.0	\58 3	56.9	733.3	75 6	96.5	92.5
Binoculars - 46.0% **Blackjack or sap - 55.6%	>35. £(52.1	50.9	67.4	64.0	65.7	58.3 53.3	52.6	(35.3)	51.3	96.3	50.0
Park P OV	(38.5)	(2.0)	7.45	61.3 (6.5)	(10.6)	(18.7)	746.71	(1.0)		1 12.2	100.0	52.5
**Blackjack or sap = 55.6% Roat = 8.8% **Body Armor = 67.1% Rout technical equipment = 1.0%	96.7	50.1	70.8	70.0	69.7	63.7	73.3	67.6	711.85	(28.8)	57.8	(45.0)
**Body Armor - 67.1% Bomb technical equipment - 1.0%	7 4 97	7 6 51	7 0.81	7 1.0)	(0.5)		73.3	(1.0)	{11.8} {3.9}	1 1	(0.7)	1
Breathalyzer - 21.03	[(33.5) [(13.0)	(17.4)	(32.11)	(21.0)	(21.5)	723.35	(17.6)	(2.0)	(1.2)	(6.7)	[20.0]
Bus - 4.7%	67.6	(11.2)	(3.2)	(1.0)	(1.3)	(7.3)	(1.7)	(T.n) 61.8	(2.0)	(2.5)	(7.9)	(10.0)
Bus - 4.7% **Business directory - 55.2%	67.6	(37.9)	52.6	69.8	65.6	(48.1)	53.3	61.8	(37.4)	[25.2]	65.2	[42.5]
l Call box - 35.5%	1 (8.8)	96.0	(39.2)	(17.7)	(4.7)	(5.2)	[3.3]	(26.5)	(3.9)	(23.8)	(C. 7)	[5.0]
	(22.5)	(9,5)	[4,1]	7.4	(8.0)	7.6)	[5.0]	(3.9) 87.3	1.00	(5.01	(17.8)	(16.01
Canine - 8.0° **Car door lock opening device - 65.5%	72.5	(30,8)	66.7	33.2	84.2	66.4	68.3	87.3	_,76.5	[41.3]	(31.9)	8° 5 65.0
Chain - 9.7%	(42.3)	(2.5)	(3.2)	[4.3]	(16.8)	8.7	325.0 Σ	(20.6)	(21.6)	(13.7)	93.3	(27.5)
**Car door lock opening device - 65_5% Chain - 9.7% Chain saw - 2.5% Chemical mace - 36.5% Crisscross directory - 40.7/ Decelerometer - 15% Directory - 20.3%	1 2 2 2 1	(0.2)	(_1.1)	(_0.2)	. (7.0)	(3.5) (23.2)	(10.0) 60.0	757 5	(5.9) (25.5)	1.6 6	(5.2)	(3/.5)
Lucmical mace - 10.5x	- 1 - 3 - 3 1	(-2.0)	59.4 51.8	55.9 61.9	52.B (39.4)	(46.0)	(20,0)	(23.5) (36.3)	111.8	{26.6} {12.5}	(31.11	(32.5)
Docal promotor 67	24.3	(.8.6) (0.2)	(0.3)	(0.5)	(1.0)	(0.3)			29,41	1.1.6.22	121. 11	17551-1
Dictating machine - 20.3%	-1.6161	(1.1)	(30.2)	(30.9)	(10.1)	_(11.8)	111.71	[25,5]	16/11/11	7 5 0	(6.6)	(2.5)
Drug field 10 kit - 29.6%	93.5	(3.1)	(10.1)	[47.0]	50.0	[26.3]	56.7	(45.11	(13.7)	(5.0)	(6.6) (17.8)	65.0
Dynamite 5?	(11)	(0.2)	(0.8)	[0.2]	(0.5)	~ 73 51 B T	(1.7)		(13.7) (2.0)		61.5	(2.5)
Fyldence processing kit - 35.7%	89.0	(.3.4)	(23.5)	(36.9)	69.7	(27.0)	78.3	58.8		(6.3)	(30.4)	[(30.9)
Nyamite: .5% Evidence processing kit: 35.7% Facsimile transmission equipment-22.1%	(49.5)	(31.11	(2.0) 77.9 (2.4)	(20.6)	(33,9)	(15.6)	(36.71)	(30.4)	1 2.0	(12.5)	(5.9)	(12.5)
**Fire extinguisher - 74.0%	89.0	50.1	77.9.	24.8	82.4 (17.6)	87.2 (8.0)	(16.7)	(11:8)	52.6	(2.5)	94.8	1 85.0
Fire extinguisher - 74.0%	(3.8)	$ \left\{ \begin{array}{c} 50.1 \\ \hline 1.8 \\ \hline 1.3 \end{array} \right\} $	(2.4)	74.8 (1.9) (1.0)	(17.6)	(8.0)	(16.7)	(11.8)	52.9	(2.5)	(40.7)	[(3/ 5)
Fire nozzles - 4.5%	89.0 (3.8) (2.2) (0.5) (4.9)	(1.3)	1.7	(1.0)	(14.2)	(6.6)	(11.7)	(5.9)	51.0		(37.81	(40.6)
Fire protective clothing = 2.2%.	(0.5)	(0.2)	(1.4)	Ţ.ō)	7.5	[1.7]	5.0)	(2.9)	[45.1]	/ T-X1	(8.1) (38.5)	(10.0) (32.5)
fire truck - 3.5%	7-4-57	(0.5)	(1.9)	1,1.11	(10.6)	92.0	1 8 3	83.3	(45.1) 84.2	(T.2) 56.3	97.0	135.51
fire mozzles - 4.5% fire mozzles - 4.5% fire protective clothing - 2.2% fire truck - 3.5% *first aid kit - 70.2%	94.5	$(14.\overline{2})$ (3.6)	82. <u>1</u> (1.9)	$76.\overline{3}$	90.2	(3.1)	(5.0)	(2.9)	84	726:35	(20.0)	1 2.57
1 101C qui - 7, 3x	1 . \ 3.2/	37.3	87.8	87.1	77.75	87.2	86.7	77.5	(15.7)	73.7	77.1	82.5
**Flares - 75.3% **Flashlight - 96.2%	92.3 97.3	92.4	97.0	98.6	97.2	97.9	95.0	63.1	74.5	96.2	100.0	97.5
Cas Nask - 48.3%	75.3	(42.5)	56.4	51.3	(35.8)	(46.4)	(23.3)	$\frac{93.1}{(37.3)}$	(7.8)	(8.8)	(39.3)	(20.0)
**Handruffs = 99 0°	98.9	98.0	99,2	99.8	99.2	99.3	98.3	100.0	96.1	98 7	98.5	92.5
**Handcuffs99.0° **Hand-held police radio - 97.8%	86.8	99.3	98.7	99.3	96.9	99.3 100.0	98.3 93.3	98.0	96.1 94.1	97.5	99.3	100.0
Horse - 1.37	(Q.5)	(1.3)	(1.3)	(0.5)	(2.3)	(1.7)	(3.3)		1	(1.2)	7 2.2	[(15.0) [
Illuminated traffic baton - 10.1%	(3.8)	3.25	(9.3)	(11.8)	(21.0)	(4.5)	(10.0)	(32.4)	$\{5.9\}$ $\{41.2\}$	(3.7)		[(7.5)]
Ladder - 9.8%	$\{(9,3)\}$	(5.6)	(10.3)	(11.01	(15.3)	(9.0)	(6.7)	(32.4) (7.8)	(41.2)	(12.5)	(15.6)	[27.5]
**Lein_terminal - 62.9%	96.2	70.5	53.2	71.5	(45.3)	60.6	51.7	66.7	(23.5)	(20,0)	50.4	50.0
Nichine gun - 3 9%	(2.7)	(_2.2)	(_3.0)	(.6.7).	(5.7)	(3.5)	(6.7)	(2.0)		(.1.2)	7-2 -	7 2.5)
Manual traffic control device - 15.2%		(14.6)	_(12.8)	(16.8)	(12.2)	(12.1)	_(13.3)	(14.7)		[2.5]	$(_{6,6})$	[40.0]
Notal detector - 6.1%	(9.3)	(0.5)	(8.7)	(4.1)	(6.5)	(9.7)	(16.7)	(8.6.1	52.9	(2.5)	(16,3)	1 (2.5)

^{*}All %'s · 50 are in parentheses.
**Overall % performing · 50 across 8 traditional agencies; exact % appears following equipment/vehicle title.

7

i	TRADITIONAL AGENCIES					SPECIALIZED AGENCIES				
EQUIPMENT S.P. D.P. L	L.C. M.C.	S.C.	L.S.	5.\$.	U.C.	A.P.	R.R.	N.R.	L.P.	
Paddy wagen = 21.7k				5.S. (3.3) (6.7) 73.3 81.7 73.3 81.7 (20.0) 56.7 (50.0) (11.7) 68.3 (15.0) 96.7 (33.3) (5.0) (26.7) (31.7) (11.7) (5.0) (23.7) (11.7) (5.0) (25.0) (46.7) (25.0) (46.7) (10.0) (10.0) (10.0) (10.0) (10.0) (10.7) (10.7) (10.7) (10.7) (10.7) (10.7) (10.7) (10.7) (10.7)	U.C. (33.3) (1.0) 75.5 74.5 98.0 (2.9) (24.5) 80.4 (21.6) 62.7 (1.0) (2.8) (17.6) (18.8) (15.9) (23.5) (36.3) (41.2) (21.6)					

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Appendix S

SOURCES OF INFORMATION

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c

AGENCY TYPE ABBREVIATIONS

- S.P. Michigan State Police
 D.P. Detroit Police Department
 L.C. Large Cities/Villages/Townships
 M.C. Medium Cities/Villages/Townships
 S.C. Small Cities/Villages/Townships
 L.S. Large County Sheriffs' Departments
 S.S. Small County Sheriffs' Departments
 U.C. Universities/Colleges
 A.P. Airports
 R.R. Railroads
 N.R. State Department of Natural Resources
 L.P. Local Parks

TRADITIONAL AGENCIES

SPECIALIZED AGENCIES

^{*}X's denote that majority of respondents indicated information is obtained primarily by reading the document itself, or by reading some summary of

the material in the document (memo, training bulletin, etc.).

**% of respondents \(\frac{1}{2} \) 50, who reported reading a document in original or summary form across 8 traditional agencies; exact % appears following document title.

Appendix T

INDEX TO TASK STATEMENT LOCATIONS

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TASK NUMBERS

All task statements are identified by a variable (a letter and a number) which is used in this index and throughout this Report (e.g., Al7, "Evaluate officers in basic or inservice training," is the seventeenth task statement of Duty Field "A" in the survey instrument).

PAGE NUMBERS

Page numbers identify the locations of task statements both in the body of this Report and in all appendices.

lasks A Page Al	lasks Page	Tasks Page C39
A1 03 01	Tasks A68 32,03,F1	C39 0.3
A2	A69 32,03,P5	C40
A2 · · · · · · · · · · · · · · · · · · ·	AU3	C41 K11,L7,M3,N2
A3 K31,L4,M8,N1		C41 K11, L7, M3, N2
A4	В	C42 K11,L7,M3,N2
A5	B1 K1,L11,M1,N2	C43 K11,L7,M3,N2
A5		CAA 23 17 M2 M2
A6	B2 K2O,L1,M4,N1	C44 K11,L7,M3,N2
A7 32,33,38,01,P3	B3 K1,L1,M1,N1	C45 K25,L29,M6,N7
A8	B4 K1,L1,M1,N1	C46
MO	DE KOO LOO NA NO	C47 K3,L21,M1,N5
A9 K25,L28,M5,N6	B5 K28,L29,M7,N6	
A10	B6 K28,L29,M7,N6	C48
All	B7 K16,L36,M3,N8	C49 K25,L21,M6,N5
	B8 K16,L36,M3,N8	C50 K25,L24,M6,N6
A12 38,01,P4		050
A13	B9 K26,L32,M6,N7	C51 K3,L21,M1,N4
A14	B10 K28,L30,M7,N7	C52
A1E		C53 K25,L8,M6,N2
A15 K22,L5,M5,N1	B11	
A16	B12 37, K7, L37, M2, N8	C54
A1731,33,K31,L10,M8,N2	B1337,K9,L29,M2,N7	C55 K25,L16,M6,N4
A1831,33,K31,L10,M8,N2	B14	C56
A1051,55,K51,E10,FI0,R2		C57 K25,L23,M6,N5
Al9 35,37,K10,L4,M2,N1	B15 K1,L25,M1,N6	
A20	B16 K1,L6,M1,N2	C58
A21	B17 K28,L29,M7,N7	C59
A22 20 01 D0	B18 K28,L29,M7,N6	C60 K25,L5,M5,N1
A22 38,01,P2	חוס,	
A23	B19 K28,L29,M7,N6	C61 K25,L28,M6,N6
A2431,33,K31,L35,M8,N8	B20 K28,L29.M7,N7	C62 K25,L16,M5,N3
	B21 K28,L29,M7,N6	C63 K25,L30,M6,N7
A25	D21 RCO,LE3,111,110	
A2632,33,03,P3	B22 K28,L30,M7,N7	C64 K25,L30,M6,N7
A27	B23 K1,L1,M1,N1	C65 37,K9,L29,M2,N7
A28		C66 K14,L37,M3,N8
100	•	C67
A29 31,K24,L23,M5,N5	C	
A30 :	C1 K25,L11,M6,N2	C68 K17,L7,M4,N2
A31	C2 K25,L26,M6,N6	C69 K25,L9,M5,N2
		C70 K25,L9,M6,N2
A32	C3 K25,L16,M6,N3	
A33 K25,L11,M6,N2	C4 K27,L27,M7,N6	C71 K1,L9,M1,N2
A34 K27,M7	C5	C72 K14,L37,M3,N8
	C6 K25,L16,M6,N4	• , •
A35 K27,M7	07	_
A36 K27,M7	C7 K25,L16,M6,N4	D
A37	C8	D1
A38 K16,L36,M3,N8	C9 K30,L21,M8,N5	D2 K25.L11.M6.N2
A30	C10	D3 K25,L11,M6,N2
A39	C10 K27,L27,M7,N6	D4
A40	C11 K30,L16,M8,N4	D4 31,K3,L20,M1,N4
A41	C12	D5 K2O,L11,M4,N2
	C13 K16,L36,M3,N8	D6 K3,L20,M1,N4
A42	C14	
A43 K24,L23,M5,N5	C14	D7 K3,L20,M1,N4
A44	C15 K14,L37,M3,N8	D8 K2O,L11,M4,N2
A45	C16 K3,L32,M1,N7	D9 K25,L11,M6,N3
A46 K22,L8,M5,N2	c17	D10 K25,L6,M6,N2
	C10 70 71	
A47 K27,L27,M7,N6	C18	D11 K25,L6,M6,N2
A48 K24,L10,M5,N2	C19	D12
A49 31,K24,L25,M5,N6	C20 K11,L7,M3,N2	D13 K25,L4,M6,N1
	C21 K11,L7,M3,N2	D14 K13,L6,M3,N2
A50	021 NII,L/,PIJ,NZ	nia 11 12
A51	C22 K11,L7,M3,N2	D15
A52	C23 K11,L7,M3,N2	D16 32,33,38,01,P2
A53 K22,L8,M5,N2	C24 K25,L9,M6,N2	D17 K1,L11,M1,N2
A54	C25	D18
A55 04	C26 38,01,P1	D19
A56 K14,M3	C27 32,05,P5	D2O
	ראב אים אים אים אים אים אים אים אים אים אים	D21
A57	C28 K25,L13,M6,N3	
A58	C29 K25,L21,M6,N4	D22
A59	C30 K25,L28,M5,N6	D23
A60	C31 K27,L27,M7,N6	D24
A61 32,03,P4	C32	D25
A62	C33 K25,L16,M5,N3	D26 K25,L17,M6,N4
A63	C34 32,03,P3	D27 K25,L18,M6,N4
		D28 K3,L21,M1,N4
A64 38,01,P5	C35	
A65	C36 K25,L18,M6,N4	D29 37, K6, L20, M2, N4
A66 32,04,P2	C37 K25,L18,M6,N4	D3037,K6,L20,M2,N4
A67	C38 K25,L37,M6,N8	D31 K25,L11,M6,N3

T-1

Tasks Page D32	Tasks Page G5	Tasks Page H60 35,37,K10,L28,M2,N6
D3335,37,K10,L17,M2,N4	G6	H61 K5,L4,M1,N1
D34	G8	1
D36, K13,L30,M3,N7	G9K25,L26,M6,N6	I1 I3,J3
D37	G10	I2 I3,J3 I3
D39	н	14 13,J3
D40	H1 35,37,K10,L5,M2,N1	15 13,33
D41 38,01,P3	H2 K5,L3C,M1,N7	I6
F	H3 K5,L30,M1,N7 H435,37,K10,L21,M2,N4	17
E1	H535,37,K10,L19,M2,N4	19 13,J3
E2	H635,37,K10,L21,M2,N5	I10
E3	H7 K20,L4,M4,N1 H8 37,K9,L5,M2,N1	I11
E5	H9 35,37,K10,L5,M2,N1	I13
E6	H10 35,37,K10,L5,M2,N1	I14 I3,J3
E7	H11 K5,L31,M1,N7	I15 I3,03 I16 I3,03
E8	H12	110
E10	H14 K21,L30,M5,N7	I18
E11	H15 35,37,K10,L5,M2,N1	I19
E12	H1635,37,K10,L16,M2,N3 H17 K5,L16,M1,N3	I20 I3,J4 I21
E14	F13	I22 I3,J4
E15	H19 K18,L17,M4,N4	123
E16	H2O K18,L17,M4,N4 H21 K18,L17,M4,N4	I24 I3,J4 I25 I3,J4
E18	H22 K18,L17,M4,N4	I26 13,J4
E19	H2335,37,K10,L29,M2,N6	127 13, 14
E20	H2435,37,K10,L19,M2,N4	I28 I3,J4 I29
E21	H25	I30
E23 12	H27 K5,L30,M1,N7	131 13, J4
E24	H28 35,37,K10,L4,M2,N1	I32 I3,J4
E25	H29 31,K5,M1 H30 31,38,01	I33 I3,J4 I34 I3,J4
E27	H31	135
E28	H32K14,L37,M3,N8	
E29	H33 K2,L37,M1,N8 H34 K2,L37,M1,N8	ل J1 K26,L24,M6,N5
200	H35,	J2 K26,L24,M7,N5
F1 38,01,P5	H36 37,K7,L4,M2,N1	J3 K26,L24,M7,N6
F1	H37 K2,L5,M1,N1 H38 K18,L37,M4,N8	J4 K26,L24,M7,N6 J5 K26,L24,M6,N5
F3	H39 K5,L37,M1,N8	J6 K26,L24,M7,N6
F4	H40 K5,L23,M1,N5	J7 K26,L24,M6,N5
F5	H41 K5,L23,M1,N5 H42 35,37,K10,L5,M2,N1	J8 K26,L24,M6,N5 J9 K26,L24,M6,N5
F7 38,01,P1	H43 35,37,K10,L4,M2,N1	J10 K26,L24,M7,N5
F8	H4435,37,K10,L28,M2,N6	J11 K26,L24,M7,N6
F9	H4537,K9,L29,M2,N6 H4637,K9,L16,M2,N3	J12 K26,L32,M6,N7 J13 K26,L24,M6,N5
F10	H47	J14 K26,L24,M7,N5
F12	H48	J15 K26,L24,M7,N5
F13	H49 K14,L37,M3,N8	J16 K26,L24,M6,N5
F14	H50 K2,L33,M1,N7 H51 K5,L23,M1,N5	J17 K26,L24,M6,N5 J18 K26,L24,M7,N6
F16 K4,L23,M1,N5	H52 K24,L23,M5,N5	J19 K26,L32,M6,N7
F17 I2	H53 K18,L37,M4,N8	J20 K26,L32,M6,N7
G	H5435,37,K10,L11,M2,N2 H55 K20,L11,M4,N2	J21
G137,K8,L26,M2,N6	H5635,37,K10,L18,M2,N4	J23 04,P4
G2	H57K5,L9,M1,N2	
63	H5835,37,K10,L28,M2,N6 H59 35,37,K10,L5,M2,N1	

Tasks	K Page	Tasks L Page	Tasks Page
K1	02,P2	L1 k17,L14,M3,N3	M37
К2	13,J4	L2 K17,L14,M3,N3	M38 14
K3		L3 K17, L14, M3, N3	M39
K4	K19,L11,M4,N3	L4 K17,L14,M3,N3	M40 15
K5	13,J4	L5 K17,L14,M3,N3	M41
			M42
KU	02,P1	L6 K17,L14,M4,N3	
	13,J4	L731,33,K17,L14,M3,N3	M43
K8	I3,J4	L8 32,02,P2	M44
К9	13,J4 . K19,L22,M4,N5	L9 K17,L14,M4,N3	M45 15,J5
K10	K19.L22.M4.N5	L10 31,K17,L14,M4,N3	M46
K11	13,J4	L11 32,02,P2	M47
K12		L12 31,K17,L14,M4,N3	M48 15
V13	02,P3	L13 31,K17,L14,M4,N3	M49 05
V12			M50
K14	K19,L22,M4,N5	L14 31,K17,L14,M3,N3	
K15	K19,L22,M4,N5	L15 31,K17,L14,M4,N3	M51
K16	. K19,L16,M4,N3	L16 32,02,P2	M52 15
K17	02,P4	L17 K17,L14,M3,N3	M53 15,J5
K18		L18 K17,L14,M3,N3	M54 32,05,P1
K19	K19,L22,M4,N5	L19 31,K17,L14,M4,N3	M55 05
K30		L20 31,K17,L14,M4,N3	M56 15
V21		121 27 114 114 115	M57
VC1	02,P3	L21 K17, L14, M4, N3	M58 15,J6
1,22	02,P4	L22 K17,L14,M4,N3	
K23		L23 31,K17,L14,M3,N3	M59
K24	02,P3	L24 K17,L14,M4,N3	M60 32,05,P1
K25	02,P3	L25 31,K17,L14,M4,N3	M61 15
K26	02,P1	L26 31,K17,L14,M4,N3	M62
K27	13,04	L27 32,02,P2	M63 15,J6
N20 · · ·		120 21 22 VIZ 134 M4 N2	M64
K20	I3,J4	L2831,33,K17,L14,M4,N3	M65
K29	14,04	L29	MOS
K30	02,P4		M66 15
K31	02.P3	M	
K32	02,P4 K15,L12,M3,N3	M1 14	
K33	K15.L12.M3.N3	M2	N
K34	K19,L22,M4,N5	M3	N1
K35	14,J4	M4	N2
νας		M5	N3
K30	02,P3	PID	
K3/	I4,J4	M6	N4
K38	14,J4 K19,L22,M4,N5	M7 14,J5	N5
К39	K19,L22,M4,N5	M8	N6
K40	K19,L18,M4,N4	M9	N7
K41	02	M10	N8
K42		M11	N9
K43	14	M12	N10 K2,L4,M1,N1
N43		M13	N11 K1,L11,M1,N2
K44		M13	
K45	02 K19,L22,M4,N5	M14 32,05,P3	N12
K46	02,P4 K19,L30,M4,N7	M15 14	N13 38,01,P4
K47	K19,L30,M4,N7	M16	N14 K29,L33,M7,N7
K48	02,P4	M17 14	N15 38,01,P5
K49	I4,J4	M18	N16 K29,L28,M7,N6
K50	02,P4	M19	N17 K2,L23,M1,N5
K51	14 14		N18 K4,L23,M1,N5
VE2	14,04	M20	N19
K52	14,J5 K19,L22,M4,N5	M21 32,05,P3	N20 V20 122 M7 N7
K53.	K19,L22,M4,N5	M22	N20
N34		M23 14,J5	N2131,33,K29,L33,M7,N7
K55		M24	N22 K29,L33,M7,N7
	02,P4	M25	N23K12,L33,M3,N7
K57.		M26	
	144 6 1 66 444 415	M27	0
1/50' '			01
	14,J5		02 K23,L30,M5,N7
	02,P3	M29	02
	02,P5	M30	03 K23,L37,M5,N8
	02,P5	M31	04 K23,L5,M5,N1
K63		M32	05 K23,L5,M5,N1
K64	02,P5	M33 14	06 K30,L16,M8,N4
		M34 14,J5	07 K23,L31,M5,N7
		M35	08 K23,L6,M5,N2
V67			09 K23,L18,M5,N4
K67	02,P4	M36 14,J5	אוי מווי סדו לפשאי י י י בח

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Tasks
010. . . . . K23,L16,M5,N4
                        C11. . . . . K23,L16,M5,N4
Use of Equipment Tasks
Not Assigned to Selection Groups
                        Core Tasks
                        A-34 Operate LEIN terminal to check persons and property
A-35 Operate LEIN terminal to update data
                        A-36 Operate telephone console or switchboard
                        A-56 Type incident reports
                        H-29 Photograph crime scenes
                        0-22 Photograph accident acenes
                        P-40 Operate "breathalyzer" instrument to test blood-
                             alcohol content
                        Non-Core Tasks
                        A-55 Transmit messages on teletype
C-18 Dictate reports into recording devices
                        C-39 Operate fire truck pump controls
                        C-40 Operate fire truck turret and fire hose handlines
                        C-58 Refill fire extinguishers
                        H-30 Photograph latent fingerprints
                        H-31 Photograph line-ups
                        K-41 Operate cell block controls
P32. . . . . K30,L11,M8,N3
                        k-44 Photograph prisoners
M-49 Patrol waterways
                        M-55 Pursue watercraft at high speed
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END