

## **Policy Manual**

This standard evaluates an officer's knowledge, understanding and application of the Fennimore Police Department policy manual in accordance with department expectations. For the purpose of this Performance Assessment Category, "procedures" shall refer to all written and unwritten Standard Operating Procedures (SOP).

### **Meets Standards: Yes**

Officer displays a respect for and willingness to follow FPD policy and procedures. The officer does not knowingly or accidentally violate policy or procedures. The officer has proficient knowledge and understanding of FPD policy/procedures and displays that knowledge by following and applying common and important policy and procedure requirements at all times.

Officer recognizes possible actions that may violate policy or procedure and understands the need to consult policy/SOPs or supervisor before pursuing these actions. Officer is able to locate and understand items of policy or procedure less frequently applied, but still required. Officer knows the physical locations of the policy manual and written Standard Operating Procedures.

Officer puts effort into understanding and knowing policy or procedures before being required to apply them in the field. Officer request clarification regarding policy or procedure as needed.

### **Meets Standards: No**

Officer does not display a respect for or willingness to follow FPD policy or procedures. The officer knowingly or accidentally violates policy or procedures. The officer does not have proficient knowledge and understanding of FPD policy/procedures or display that knowledge by following and applying common and important policy and procedure requirements at all times.

Officer does not recognize possible actions that may violate policy or procedure or understand the need to consult policy/SOPs or supervisor before pursuing these actions. Officer is unable to locate and understand items of policy or procedure less frequently applied, but still required. Officer does not know the physical locations of the policy manual and written Standard Operating Procedures.

Officer fails to put effort into understanding or knowing policy or procedures before being required to apply them in the field. Officer fails to request clarification regarding policy or procedure as needed.