

## GREELEY POLICE DEPARTMENT

**General Order 384.00**

**Reviewed: 12/23**

### **384.00 DUTIES AND RESPONSIBILITIES OF THE FIELD TRAINING SERGEANT**

- A Sergeant or Sergeants from the Operations Division will be designated as the Field Training Sergeant(s) and will have the collateral responsibility of general supervision and the evaluation of recruits in-field training.
- The supervisor must ensure that the training and evaluation process is accomplished completely and objectively. All recruits must be afforded the same opportunities.
- The FTO Sergeant is responsible for the continued review of the recruit's Daily Observation Reports, Bi-Weekly, End of Phase, and End of Program reports in Benchmark. The Sergeant will monitor the progress of each recruit. If the recruit is not responding to training or remediation or is failing in the transition from civilian to police officer, the Sergeant may recommend termination procedures prior to the completion of the full training schedule.
- Upon completion of the training program, the Field Training Sergeant will recommend:
  - Release as a solo officer.
  - Additional training; or
  - Termination with documentation of remediation efforts.
- If it should become necessary, the Sergeant will make appropriate changes in the assignment, assigning the recruit to another Field Training Officer.
  - The decision to assign the recruit to another Field Training Officer must be fully documented and both parties informed of the reasons for the decision.
  - The Operations Deputy Chief will be notified in writing of the change recommended and the reasons for the change. The Operations Deputy Chief has the discretion to agree with the change or institute a different course of action.
- The Field Training Sergeant(s) will meet regularly with Field Training Officers to assess the progress of the recruits, to assist with any necessary training, and to facilitate the coordination between academy training programs and the field training programs.

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**Authorized by Adam Turk, Police Chief**

**Effective Date: December 8, 2023**

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*Adam Turk*  
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**Signature**

**Date: December 8, 2023**