



**AUSTIN POLICE DEPARTMENT
FORENSIC SCIENCE DIVISION
CRIME SCENE SECTION
DAILY TRAINEE OBSERVATION REPORT**

Trainee _____ Trainer _____ Date _____

Unacceptable Acceptable Superior

Week _____

[1] [2] [3] [4] [5] [6] [7]

	[1]	[2]	[3]	[4]	[5]	[6]	[7]	N.O.
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1	APPEARANCE	REMEDIAL TRAINING GIVEN
	General Appearance	<input type="checkbox"/>
	ATTITUDE	
2	Acceptance of Feedback	<input type="checkbox"/>
3	Attitude toward crime scene work	<input type="checkbox"/>
	KNOWLEDGE	
4	Knowledge of Department Policies and Procedures	<input type="checkbox"/>
5	Knowledge of Crime Scene Section Procedures	<input type="checkbox"/>
	PERFORMANCE	
6	Driving Skills	<input type="checkbox"/>
7	Geography/Response Time to Calls	<input type="checkbox"/>
8	Report Writing: Accuracy/Completeness	<input type="checkbox"/>
9	Report Writing: Organization/Details	<input type="checkbox"/>
10	Report Writing: Grammar/Spelling/Neatness	<input type="checkbox"/>
11	Report Writing: Appropriate Time Used	<input type="checkbox"/>
12	Crime Scene Assessment Skills	<input type="checkbox"/>
13	Radio Procedures	<input type="checkbox"/>
14	Digital Camera Operations	<input type="checkbox"/>
16	Latent Print Processing	<input type="checkbox"/>
17	Hand Drawn Diagram/Sketch	<input type="checkbox"/>
18	Firearms Handling	<input type="checkbox"/>
19	Crime Scene Safety	<input type="checkbox"/>
20	Time Management Skills	<input type="checkbox"/>
21	Evidence Collection Skills	<input type="checkbox"/>
22	Evidence Packaging Skills	<input type="checkbox"/>
23	Common Sense/Good Judgment	<input type="checkbox"/>
	RELATIONSHIPS	
24	With Citizens in General	<input type="checkbox"/>
25	With Other Department Members	<input type="checkbox"/>
	Computer Systems and Programs	
26	Mobile Office (LIMS and Versadex)	<input type="checkbox"/>
27	MDT - Versaterm	<input type="checkbox"/>
28	MDC - Mobile Unit	<input type="checkbox"/>

Trainer Signature: _____

Trainee Signature: _____