

ANYWHERE TOWNSHIP POLICE DEPARTMENT

123 Main Street, Anywhere Town, NJ 08000

SAMPLE

JOB SAFETY OBSERVATION

| | | |
|-------|-----------|-------|
| Date: | Location: | Task: |
|-------|-----------|-------|

| | | |
|---------------------|--------|----------|
| Officer: Jake Smith | Badge: | Weather: |
|---------------------|--------|----------|

Describe Potential Hazards/Controls

Hazards/Controls (SAMPLE)

| Hazards | Controls |
|---------|----------|
| • | • |
| • | • |
| • | • |
| • | • |

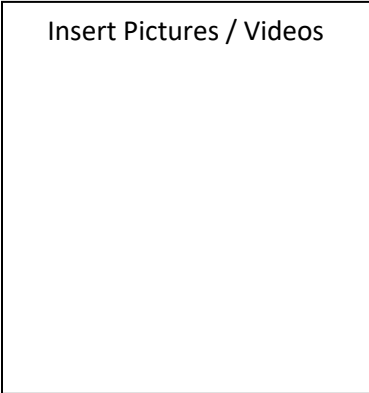
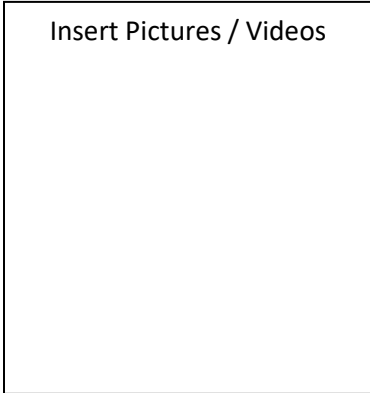
Policy and Safety Objectives

The purpose of the Job Safety Observation (JSO) Program is two-fold

- To ensure that the policies and procedures of this agency regarding motor vehicle stops are being conducted in a safe, lawful, and professional manner
- Training tool to improve officer and agency performance

| Policy & Objectives | Motor Vehicle Stop Procedures | Comments |
|---------------------|---|--------------------------|
| VI, 3b, Page 4 | Title 39, 2C Code, Suspicious MV Stop (PC) | See Comment in Narrative |
| | Dispatch Notified – Details | Yes |
| | Activation of Emergency Lights / Siren | Yes |
| | Location of MV Stop | Safe position |
| | Position of Vehicle | See Comment in Narrative |
| | Video & Audio Recording | Activated & Clear |
| | Approach / Tactical Awareness | Proficient |
| | Initiate Conversation / Greeting | Professional & Courteous |
| | Request for Documents | Yes |
| | Explanation for Motor Vehicle Stop | Courteous |
| | Search of Vehicle (Probable Cause Explained on Audio) | N/A |
| | Search procedures & gathering of evidence | N/A |
| | Return to Police Unit | Proficient |
| | Explanation of Options | Professional |

| | | |
|--|---|-----------------------------|
| | Ensure that Motorist Re-Enters Traffic Safely | Completed |
| | Return to Police Unit | Lacked Tactical Proficiency |
| | | |
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| | | |



Definitions:

- Coached – Instruction or training provided to the officer
- Competent – The officer demonstrated the necessary knowledge, skills and abilities to complete the task according to standard
- Professional – (Attitude) The officer demonstrated a line of exemplary conduct; courteous, conscientious and generally business like manner
- Proficient – (Technical) The officer demonstrated and applied advanced skills, knowledge, and professionalism while carrying out this task

Describe the Task:

It is the policy of the Anywhere Town Police Department to conduct motor vehicle stops in an effective, lawful, and safe manner. Officers are expected to employ their training and best judgment while engaging in these enforcement activities.

Video Review:

Example Narrative:

In compliance with our Department’s Policy, I was directed to complete Job Safety Observations by reviewing video and audio recordings of motor vehicle stops made by officers of the

Anywhere Town Police Department. On June 22, 2017, (3:30 PM) three motor vehicle stops were randomly chosen from the Department's Dispatch Log.

Motor Vehicle Stop – June 10, 2017 (11:30 PM) – Officer Jake Smith #1233

The entire video and audio recordings were reviewed

The objectives of the Policy on Motor Vehicle Stops are listed on Page (1) of this report

- The officer observed NJ Registration 123-ABC (Blue Mustang) traveling on Main Street. The officer was using a K-55 Radar Unit in Stationary mode. The speed limit on Main Street is 35 MPH. The officer was sitting at the intersection of Main Street and 2nd Avenue and observed NJ 123-ABC traveling at 66 MPH. Officer Smith used the K-55 Radar Unit to record the speed (Probable Cause for the Stop Existed)
- Officer Smith pulled out in a safe manner and contacted communications to alert them that he was going to effectuate a motor vehicle stop, the vehicle description and the intended location of the stop was transmitted
- Officer Smith activated the patrol vehicles emergency signals and pulled the vehicle over in a safe manner at the intersection of Main Street and 16th Avenue.
- Officer Smith notified communications of the location of the MV Stop
- Officer Smith used the Patrol Vehicle to enhance his safe approach
- Officer Smith approached the violators vehicle, from the left side, checked the trunk and surveyed the interior of the car
- Officer Smith introduced himself to the driver using the standard introductory language that is outlined on the summons book
- Officer Smith's demeanor was professional at all times
- Officer Smith asked for the operator's documentation and returned to the patrol in a safe manner
- Officer Smith used the patrol units Mobile Data Terminal to determine if the driver's license was valid, it was determined that it was valid
- Officer Smith issued the driver a summons for speeding
- Officer Smith re-approached the vehicle in a safe manner and advised the driver that he was issuing a summons for speeding and that he should contact the court clerk for assistance
- Officer Smith also advised the driver that he could pay the summons or contest the violation in Court
- Officer Smith returned to his patrol vehicle but failed to do so in a safe manner (turned his back on the driver and walked away (The Driver exited his vehicle and called out to the officer, Officer Smith was startled by the Driver's actions)

- Officer Smith engaged in conversation with the driver, he remained professional at all times and the driver then re-entered his vehicle and drove away

Recommendations for Officer Training:

- Advise Officer Smith that his professionalism and initial approach were good / proficient
- Advise Officer Smith that after issuing the summons, he lost tactical advantage by turning his back on the driver (discuss how he appeared to be startled)

Recommendations for Roll Call / Tool Box Training / No Names

- Roll Call Training - discuss the need to use sound tactics while stopping vehicles
- Make officers aware that turning your back on the driver while returning to the patrol unit is not a sound tactical practice
- Emphasize safety, tactical, personal, stance, etc.

Name of Officer Conducting Review

___/___/_____
Date