

12.8 Probation

ADMINISTRATION

STANDARD 12.8 **The agency requires that entry level law enforcement officers successfully complete a period of probation lasting at least one year from the date of appointment or otherwise as provided by collective bargaining agreements, civil service regulation or law. Written documentation demonstrates that the officers are evaluated at least three times during the probationary period.**

Commentary: *Periodic evaluations during the period of probation will allow the agency to adequately assess the individual's development and progress. The council recognizes that Civil Service Rules and Regulations may dictate probationary periods for lateral appointments but strongly recommends that a period of probation be negotiated similar to that of entry level officers.*

Compliance Verification Strategies

Assessors may seek to verify compliance with this standard by using one or more of the strategies listed below. There may be other strategies identified by the agency which could also be acceptable.

1. Documentation that describes the length of probation as well as the method, criteria, and frequency of evaluation during this period is available for review.
2. Assessors may review agency files containing probationary records of officers.
3. Examples of forms or logs used by the agency to track the probationary status of officers may be provided.
4. Interview(s) with personnel who are either on probation or who have recently completed probation to determine the evaluation process they underwent.
5. Interview(s) with personnel responsible for supervising/administering the probationary evaluation process to determine their knowledge of and compliance with the probationary process.