



5200 FIELD TRAINING PROGRAMS

5210 FIELD TRAINING OFFICER (FTO)

5211 **General** (Revised May 2003)

The Field Training for Officers (FTO) Program is a fifteen (15) week training and evaluation process designed to provide new officers with the instruction and guidance necessary in field operations to meet the standards of the department. An integral part of this program is the comprehensive curriculum and standardized evaluation system. New officers are able to demonstrate their proficiency in patrol operations while being evaluated by the department to determine whether they will be retained at the end of their probationary period.

Manuals providing a complete description and explanation of the FTO program are available at the training center or through division training coordinators.

5212 **Selection of Field Training Officers**

Officers, Detectives and Sergeants are selected to be training officers based upon the criteria for special assignments. Additionally, these members must be recommended by and through their chains of command and pass an administrative selection process. Training officers must successfully complete a certification course before being assigned a trainee.

5213 **Outline of the Program**

Officer trainees may be assigned to any field division upon completion of basic and post-basic training for the purpose of field training. The division assignment does not guarantee that the trainee will be permanently assigned to that division after completion of training.

Typically, officer trainees will be assigned to multiple FTOs for the four phases of training. The officer trainee is expected to progress in both skill and confidence and meet minimum practical and academic standards by the end of each phase of training.

Throughout the program, the officer trainee will be exposed to all facets of police work and will be expected to perform at acceptable levels of competency based upon the standard of a tenured Tucson police officer.

5214 **Phase Boards**

At the end of each phase of training, the progress of the officer trainee will be evaluated. The evaluation board will consist of the Field Training Program supervisor; the trainee's FTO, the FTO's immediate supervisor, a Field Division Commander and the division training coordinator. The board will review all documentation and conduct an interview of the trainee to determine whether the trainee is progressing satisfactorily. The board will make the final decision to continue training (or complete training), extend the phase for remedial work, or to recommend terminating the officer trainee based upon failure to meet or maintain minimum standards.



5215 Extension of Time Limits

The field training program may only be extended for remedial training a maximum of six (6) weeks. Extensions for training longer than this must be thoroughly documented and approved through the Chief of Police.

5216 Documentation

FTOs shall maintain a field training file on the officer trainee that will thoroughly document the training given and evaluation of performance. The trainee's chain of command and the Field Training Program supervisor will review all training records. Completed records will be maintained by the training center.

5217 Fraternalization

Absent extraordinary circumstances, officer trainees will not be placed in divisions for field training where members of their immediate family are assigned or in a division where they share or have shared a close personal relationship with another member.

Officer trainees and any department member exercising dominion over that officer are expressly prohibited from fraternizing while the trainee is involved in field training. Fraternization includes dating, engaging in a sexual or affectionate relationship, or attending social events with one another.

5220 OTHER FIELD TRAINING PROGRAMS

5221 Sergeant

The Department's Supervisory Training (FTS) Program is part of a 12-month training process that combines academic training, field training and objective evaluations into a comprehensive method of identifying competent supervisors for the agency. The program follows the general outline of the FTO program in *General Orders* 5210.

Manuals providing a complete description and explanation of the program are available at the training center or through division training coordinators.

5222 Detectives

The department's Detective Training Program is part of a 12-month training process that combines academic training, field training and objective evaluations into a comprehensive method of identifying competent detectives for the agency. The program follows the general outline of the FTO program in *General Orders* 5210.



5230 SUPERVISORY AND COMMAND MANAGEMENT PROGRAMS

5231 Sworn Members

Sworn members who are promoted to supervisory ranks will attend workshops on supervisory issues in order to be made aware of the duties, responsibilities and expectations commensurate with the position. Classes may be offered through local educational institutions that will give members college credit for completion of supervisory programs.

A curriculum for commanders and managers will be established either in-house or through educational institutions to provide management training that may also provide college credit.

5232 Non-Sworn Promotions

Non-sworn members who are promoted shall receive necessary training whether in-house if available or through private contractors if necessary, and may attend workshops similar to those described for sworn members. Supervisors are responsible to determine what training is available and required.