

**Critical & Essential Tasks****Police Officer****Conduct Investigations**

- Advise persons of their Constitutional rights as legally required
- Comply with legal parameters
- Conduct criminal surveillance
- Conduct drive-by identification applying appropriate legal parameters
- Conduct follow up investigations of violations of law
- Investigate incidents, evaluate information and evidence to determine if there is sufficient grounds to believe a violation of law has occurred
- Evaluate information, evidence and observations to determine if legal grounds exist to arrest persons without a warrant
- Interview (talk with) people to obtain information
- Listen closely to interviewee to ensure full understanding
- Observe people to detect signs of deception, manipulation, etc.
- Observe the environment of a particular location (like a crime scene) to identify potential evidence
- Perform Law Enforcement Data System (LEDS) or other criminal justice data base inquiry
- Prepare and conduct photo line-up applying appropriate legal parameters
- Read criminal investigation reports
- Read statements
- Review records and photographs to identify people (suspects, witnesses, etc.)
- Take written statements from people
- Utilize drug test kit and interpret results

Search and Seizure

- Legally conduct pat down of person
- Legally search person, vehicle or premises
- Prepare and serve search warrants applying appropriate legal parameters

Report Writing

- Diagram crime scenes
- Complete required report forms
- Document actions, observations, interpretations, and/or conclusions
- Proofread reports to identify and correct mistakes
- Use word processor or word processing program to write report
- Write descriptive, thorough narrative reports in a timely manner
- Write reports documenting statements/confessions
- Write reports using correct English for clear communication
- Write reports using correct sentence structure for clear communication
- Write reports using correct spelling and punctuation for clear communication
- Write legibly

Community Services

- Administer first aid

- Comfort emotionally upset persons
- Communicate effectively in the English language
- Conduct a police officer mental hold
- Conduct crime prevention
- Conduct welfare check
- Cooperate with other agencies
- Deliver emergency messages (e.g. death notifications, etc.)
- Develop and implement problem solving strategies
- Develop community partnerships
- Interact with people who do not speak English as a primary language
- Make lawful stops, detentions and arrests
- Mediate and assist people in problem solving
- Perform CPR/use AED
- Provide mutual aid
- Refer persons to other agencies that provide services
- Take child into protective custody
- Treat everyone equally and fairly with respect
- Use proactive strategies
- Use sensitivity when dealing with people
- Understand the needs of people with disabilities
- Understand strategies for dealing with people in extreme circumstances or in crisis
- Understanding strategies for dealing with people who are impaired or under the influence of intoxicants or drugs
- Serve subpoenas or civil processes

Evidence Process

- Collect crime scene evidence
- Collect DNA evidence
- Collect latent prints
- Document chain of custody of evidence
- Obtain fingerprints from individuals
- Photograph crime scene
- Photograph evidence
- Photograph suspects/victims
- Preserve crime scene
- Process evidence
- Secure crime scene
- Secure lost/stolen/seized property

Patrol Services

- Arrest persons as authorized by arrest warrants
- Conduct area search
- Conduct bar checks
- Conduct building searches
- Conduct civil stand-by
- Conduct crowd control
- Conduct field interviews
- Conduct patrol of assigned area
- Coordinate response of other resources
- Defuse hostile situations
- Establish perimeters
- Evaluate situations, applying legal standards and requirements to determine appropriate course of action (decision making)

**Critical & Essential Tasks****Police Officer**

- Investigate suspicious persons
- Issue citation in lieu of an arrest
- Knowledge of K9 operations
- Lodge persons in custody in jail
- Mediate civil disputes
- Operate a mobile data terminal or computer
- Operate office equipment
- Perform equipment inspection
- Prepare for trials/hearings
- Request additional resources (both police and non-police)
- Respond to call for police services
- Testify in hearings/court
- Transport persons in custody
- Use fire extinguisher
- Use information on crime occurrences to determine patrol patterns
- Use police radio
- Use pursuit intervention tools (e.g. spike strips)

Traffic Services

- Assist operators in exchanging information at crash scenes
- Collect evidence at crash scenes
- Conduct high-risk traffic stops
- Conduct unknown-risk traffic stops
- Diagram traffic crash scenes
- Direct traffic
- Explain legal procedures to traffic violators
- Have vehicles towed
- Investigate major traffic crimes
- Investigate traffic crashes
- Investigate violations of motor vehicle laws
- Locate and verify vehicle identification number
- Operate Intoxilyzer
- Perform Field Sobriety Testing
- Photograph crash scenes
- Protect crash scenes and responders
- Provide motorist assistance
- Utilize speed measurement devices
- Issue traffic citations and warnings

Vehicle Operations

- Inspect vehicle equipment
- Operate safety and emergency equipment in vehicle
- Safely operate vehicle
- Safely operate vehicle in emergency responses
- Care for patrol vehicle
- Operate a vehicle while in pursuit

Use of Force

- Apply force within legal parameters using proper judgment and decision making
- Articulate clear, verbal commands
- Awareness and/or understanding of defensive tools commonly used by police officers
- Utilize appropriate tools and tactics in response to use of force situations

Maintain Professional Competence

- Complete and stay current on relevant training
- Demonstrate competent performance
- Maintain and secure equipment and weapons
- Meet/maintain standards for certification
- Meet standards in use of appropriate tools and tactics
- Understand and apply case law
- Understand and apply policies/procedures
- Understand and apply laws, local codes/ordinances
- Review legal and Legislative updates
- Read and comprehend written material (e.g. legal decisions, policies and procedures, training materials, ORS, etc.)
- Demonstrate ability to adapt to evolving policing environment

Maintain Professional Standards

- Adhere to Code of Ethics
- Follow agency policies and procedures
- Meet and maintain minimum ability to perform job tasks
- Maintain a professional image

Sitting, Standing, Walking, Running

- Maintain balance while walking on narrow or elevated surfaces
- Run on flat surface
- Run to assist another officer
- Move in response to attacking person(s)
- Run up/down stairs
- Run/chase after fleeing person
- Sit continuously (car, desk, etc.)
- Stand continuously or for extended times
- Walk continuously or for extended times
- Walk or move backwards
- Walk up/down stairs
- Walk/run on irregular, potentially hazardous surfaces (slick, muddy, rocks, etc.)

Crawling, Climbing, Over/Under Obstacles

- Climb over railings or over other external features/obstacles
- Crawl on hands and knees to search under vehicle/residence/structure, etc.
- Climb or pull oneself over a vertical obstacle (e.g. a fence)
- Crawl under an obstacle
- Crawl through a physically confined area (crawl space, culvert, etc.)
- Climb up/down ladder
- Climb through a window or other small opening

Lifting, Carrying, Pushing

- Carry objects from one location to another
- Carry/drag an unresisting person (with assistance)
- Carry/drag an unresisting person (without assistance)
- Lift objects (not people) up off the ground
- Lift objects above head
- Lift objects down from elevated surface (waist high or above) and place on ground or floor
- Physically force open locked, or blocked door/gate



Critical & Essential Tasks Police Officer

- Pull-push resisting person through vehicle or structure window to remove person from vehicle or structure
- Pull-push unresisting person through vehicle or structure window to remove person from vehicle or structure
- Push/pull objects - other than vehicle
- Pull oneself up to see over obstacles (such as high fences, window ledges, etc.) and/or to gain access to building or structure

Jumping, Vaulting

- Jump over ditch, hole, or other depression
- Jump over hazard such as water, broken glass, etc.
- Jump over raised barrier (e.g. low fence)
- Jump up/down from elevated surface
- **Struggle, Fight, Defend**
- Catch falling person to avoid injury
- Dodge/evade blows, thrown objects
- Draw and fire duty weapon at moving threat in all lighting conditions
- Draw and fire duty weapon in a state of physical exhaustion,
- Defend oneself in a physical altercation on the ground
- Extract a struggling person from a structure or motor vehicle
- Fire shoulder weapon (rifle, shotgun, etc.)
- Grip and hold a person to maintain physical control (assisted and unassisted)
- Handcuff - mechanically restrain compliant subject
- Handcuff - mechanically restrain non-compliant subject
- Hold/restrain a struggling person
- Physically defend against and control a single attacker
- Physically defend against and control multiple attackers
- Physically intervene to break up fights/physical confrontations between two or more persons
- Place a struggling suspect in a structure or motor vehicle
- Re-load duty weapon in combat conditions
- Subdue a fleeing person to stop flight
- Take down and subdue a resisting person or attacker
- Use firearms in physical confrontation
- Use defense tool(s) (baton, electrical control device, OC spray, etc) to subdue person in physical confrontation
- Use nerve pressure points to control/subdue resisting person
- Use various holds to control/subdue resisting-combative suspects

Combined Physical Activities

- Accurately use vision and hearing for threat assessment in use of force situations
- Being struck by, and/or striking person (physical altercations)
- Carrying object up/down stairs/steps
- Conduct area searches (walking, standing, kneeling, crawling, lifting, bending, etc.) looking for item or person
- Conduct physical person searches of individuals
- Draw, aim, fire and retain service weapon

- Drive agency vehicle in a wide range of routine and emergency conditions
- Falling/being knocked down in struggle or pursuit - recovering to feet - resuming struggle/pursuit
- Maintain visual contact in pursuit (car and foot) in unpredictable terrain and conditions
- Multi-task while operating a patrol car (radio communications, computer, weapons and tools, etc.)
- Participate in Defensive Tactics Training (DT's) and scenario based training
- Physically struggling with multiple persons
- Pursue subject on foot, negotiating barriers and hazards (running, jumping, climbing, etc.)
- Rapidly exit vehicle (standing up from a seated position inside the car) and move away from the car
- Routine use of color computer monitor
- Struggle with and subdue subject after pursuit/evasion; place subject in vehicle for transport
- Subdue and physically/mechanically restrain; lift/carry/drag person from one area to another
- Transport person (resisting, not resisting) between locations, maintaining physical control, negotiating stairs, doorways, obstacles and other features
- Understand speech through electronic devices (telephone, radio, cell phone, etc.) in a wide range of environmental conditions
- Use breaching tools to break door, force through door
- K-9 unit activity (keep up with track)

Psychological Elements with Physical Effects

- Being exposed to hazardous substances (drugs, chemicals, infectious diseases, etc.)
- Continuing to function in a physical confrontation after being struck/injured
- Cope with the emotional and physical impact of being shot at.
- Cope with the emotional and physical impact of being subjected to verbal threats of violence
- Cope with the emotional and physical impact of constant exposure to personal legal liability
- Cope with the emotional and physical impact of constant scrutiny and criticism (management, attorneys, judges, the public, etc.)
- Cope with the emotional and physical impact of seeing, hearing, smelling and reading about horrific events/occurrences
- Cope with the emotional and physical impact of shift work
- Cope with the emotional and physical impact of witnessing the abuse, injury or death of a child
- Cope with the emotional and physical results of being struck by - exposed to bodily fluids
- Cope with the long-term emotional and physical impact of constant exposure to deviance (distorted world view)
- Cope with the physical effects of acute emotional stress [fear, anger, etc.] (self and family)



Critical & Essential Tasks

Police Officer

- Cope with the physical effects of chronic (cumulative) emotional stress (self and family)
- Maintaining a state of hypervigilance (highly concentrated mental and sensory attention) over protracted period of time
- Viewing, handling, exposure to human remains

General Physical Activities

- Balancing, while leaning, stretching or ducking around obstacles
- Bend down or kneel on knees to conduct search activities or to minimize exposure
- Bending over from waist (to pick up objects off ground, etc.)
- Cardio-vascular endurance (sudden onset, sustained, high-demand physical exertion for longer than three minutes)
- Getting into and out of a vehicle (sitting from standing position and standing from seated position)
- Reaching from various positions to grasp objects/persons
- Talking on phone, radio, while using computer
- Transition between sitting and standing
- Twisting at the waist
- Typing on keyboard
- Use computer mouse
- Using computer keyboard in vehicle
- Crawling on hands and knees

Sensory Acuity, Discrimination (under low stress or normal conditions)

- Accurately determine full-range colors (clothing, substances, skin tones, etc.) in varying light conditions
- Detect and identify visual images in low-light conditions
- Visually detect and identify images, facial and body features, and movement of persons and objects in varying light conditions
- Visually detect and identify transitory and subtle changes in body language (pupil constriction/dilation, skin color and respiration changes, etc.)
- Detect and identify faint and/or odd odors
- Detect and understand faint auditory signals (whispers, transients [clicks, pops, impacts], air movement, etc.)
- Detect and understand speech in the presence of a wide range of environmental sounds, including high levels of ambient background noise.
- Three-dimensional vision, sufficient for clear depth perception, image placement and location sufficient for complex visual tasks (driving a vehicle in emergency conditions, pursuit of persons over complex surfaces in unpredictable conditions, stairs, steps, obstacles, weapons use, etc.)

Acknowledgement

I acknowledge that I have read the Critical and Essential Tasks document in its' entirety by initialing each page of this document in the upper right-hand corner and signing below.

I also acknowledge and believe that I can complete and/or perform all of the tasks that are reviewed in this document.

Signature

Date Signed

Printed Name

DPSST Number