

Attachment G - LESSONS LEARNED

- Personnel logging on utilizing improper “Classification Codes” will generate an inaccurate account for minutes. (For example: a Field Sergeant logging on utilizing a “G” Alpha Personnel Classification Code. The correct code is “X”.)
- When an observation is created for report writing, ensure you use the RD of the report when clearing the observation. Service minutes from Reserve Deputies working patrol only generate service minutes towards compliance in the Unincorporated Area. If a Reserve Deputy is utilized in the city area, their service minutes are not utilized for compliance in contract cities.
- Sergeants and Deputies newly assigned to City or Unincorporated specialized units often fail to log on correctly due to a lack of training regarding log on requirements for the new position.
- The clearing of courtesy report calls for incidents that occurred outside the station’s area will often use the wrong reporting district. The City or Unincorporated reporting district of the location where the deputy responded to the report call is used.