

California Department of Justice – Commission on Peace Officer Standards and Training
LD-18 INVESTIGATIVE REPORT WRITING
Quantitative/Numerical Deduction Scoring System

This System assumes an overall award of 100 points per written exercise with the minimum pass point set by the academy/presenter.

The criteria for a mandatory failure are as follows:

1) Mandatory Failure (MF)

- a) Student fails **ALL** of the Observable Behaviors in any Performance Dimension, or
- b) Student fails **one or more** of the Observable Behaviors designated as “Mandatory Failure.”
- c) Any student who receives an “MF” in any Performance Dimension fails the test regardless of the overall point score.

2) Academy/Presenter’s Discretionary Mandatory Failure

The academy/presenter may adopt a policy, which exceeds the POST mandatory failure criteria.

Performance Dimension & Observable Behaviors		Suggested Deduction
A.	KNOWLEDGE REPORT FORMS	
1.	Fails to select the proper forms (per error)	-1 point
2.	Fails to include accurate (“Fill in the Box”) information (per error)	-1 point
3.	Fails to include complete (“Fill in the Box”) information (per error)	-1 point
4.	Fails to write legibly	-3 points
5.	Fails to organize the forms in the proper order	-1 point
B.	ELEMENTS OF CRIMES	
6.	Fails to select the proper crime(s)	-5 points
7.	Fails to support one or more of the crime element(s).	MF
C.	NARRATIVE ORGANIZATION	
8.	Fails to present narrative information in chronological order	-3 points
9.	Fails to organize issues in the narrative in a logical order consistent with actual events (per error)	-3 points

D.	NARRATIVE CONTENT	
10.	Fails to include or accurately describe the initial narrative information (Date, Time, Origin of Call, Time of Arrival, R/P, etc) (per error)	-2 points
11.	Fails to accurately identify the crime(s) within the narrative	-2 points
12.	Fails to accurately identify or document the involved parties (per error)	-3 points
13.	Fails to accurately quote suspect/victim/witness statements (per error)	-10 points
14.	Fails to accurately articulate crime scene specifics (per error)	-3 points
15.	Fails to articulate or accurately describe property, evidence, or chain of custody information (per error)	-5 points
16.	Fails to accurately articulate or describe actions taken by the report Writer during the reported incident (per error)	-5 points
17.	Omits or inaccurately documents the “cause” justifying a pat down, detention, arrest or search	MF
18.	Fails to accurately identify and document Miranda issues	-10 points
19.	Fails to include, or comply with, <u>legally mandated</u> action(s) (i.e. Victim of Violent Crime requirements)	MF
20.	Fails to accurately document property loss or damage details (per error)	-2 points
21.	Fails to accurately document, omits or misquotes issues or other facts (per error)	-5 points
E.	WRITING MECHANICS IN THE NARRATIVE, the report writer fails to demonstrate the use of proper:	
22.	Grammar (per error)	-.5 point
23.	Spelling (per error)	-.5 point
24.	Punctuation (per error)	-.5 point
25.	Word choice (per error)	-.5 point
26.	Syntax (Sentence structure) (per error)	-.5 point

NOTE: These deductions are assessed per error where noted