



LAW ENFORCEMENT ACADEMY

RECRUIT
REPORT WRITING
MANUAL

14.00

REGULATION

NAME:

WRITTEN WORK

PURPOSE:

**TO REGULATE WRITTEN WORK TURNED INTO THE
ACADEMY STAFF OR TO LOCAL LAW ENFORCEMENT**

EFFECTIVE

DATE:

AUGUST 2, 1998 (Revised May 22, 2015)

14.01 GENERAL:

This regulation applies to all Academy written work turned into Academy staff or to local law enforcement agencies.

14.02 WRITTEN WORK:

- A. All written work submitted by Recruits will be in the Academy report format and PRINTED IN BLACK INK. All reports, memorandums and written messages to Academy staff shall be in the proper memorandum format.
- B. All notebook work and memorandums submitted to instructors or Academy staff shall be on approved academy forms.
- C. Multiple page memorandums will be stapled in the top left hand corner and numbered at the upper right center.
- D. All written work will be written in UPPER CASE BLOCK PRINT. Typed or cursive written work will not be accepted unless otherwise directed.
- E. Pencil may be used only for drawing diagrams such as crime scenes or accident scenes.
- F. All written work will be neat, clean with no spelling or grammatical errors. The use of correction fluid e.g. "White Out," cross-outs, write-over and generally sloppy work will not be accepted.
- G. Recruits will write in the box provided on each form their last name e.g. "Recruit Jones", followed by their Recruit identification number. The Recruit identification number will consist of the Academy Class number and their individual identification number e.g. 114-10 (114 = class number, 10 = individual Recruit identification number).
- H. Each report shall have a unique case number in the upper right corner. The report case number shall consist of the Class number – Recruit ID number – Year –

Sequential number. For example 18-114-23-24 would indicate year 2018, Class 114, written by Recruit #23 and it was 24th report written by Recruit 23.

- I. All written work submitted by Academy Recruits that does not meet the requirements listed in sections A through G will be returned to the Recruit for rewrite. All rewrites are due the next Academy day, if the rewrite memorandum is returned on a Thursday, the new memorandum is due on the following Monday. The rewritten memorandum is to be placed on top of the memorandum that was originally returned for rewrite and stapled in the top left hand corner.
- J. See attached written memorandum exemplar and block lettering style for the proper Allan Hancock College Law Enforcement Academy memorandum format. (Appendix 14a)
- K. When a Recruit is assigned a memorandum by a RTO or Academy Staff member the Recruit will:
 - 1. Turn in the assigned memorandum next day to their respective squad leader for review and approval.
 - 2. After reviewing and approving the Recruit's memorandum, the Squad Leader will write their Recruit identification number and their Squad number in the box "reviewed by" of the memorandum: e.g. "114-11", Squad Leader #1
 - 3. If the Squad Leader discovers an error such as a missing or misspelled word after reviewing a Recruit's memorandum, the Squad Leader will circle the error in black ink and turn the memorandum in with the morning paperwork to the RTO. The RTO will review the memorandum and return the memorandum to the original Recruit for a rewrite.
 - 4. When a memorandum is returned to a Recruit for rewrite, the Recruit will rewrite the memorandum incorporating the corrections and then staple the corrected memorandum on top of the original memorandum that was returned for rewrite. The corrected memorandum will be turned in the next day.
 - a. If a Squad Leader or Guidon are assigned a memorandum they will turn in their memorandum the next day to the Class Sergeant for review and approval. The Class Sergeant will follow the same procedure for reviewing or returning memorandums for rewrite.
 - b. If the Class Sergeant is assigned a memorandum, the Class Sergeant will turn their memorandum directly into the TAC for approval.
- L. Recruits shall refer to the Recruit Report Writing Manual for examples and sample report forms.

- Arrest
- Offense Follow-up
- Incident
- Memorandum



Case #
Reviewed by:

Property Form

Property type code: R-recovered, S-Stolen, F-Found, L-Lost, E-Evidence, O Under Obs.

Item #	Item	Serial #	Brand Name	Describe Property	Code	Value	Tag #

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code	Name: Last, first, middle (Business Name)				Race	Sex	DOB		
Height	Weight	Eyes	Hair	DL#	State	SSN #			
Address				City	State	Zip	Phone #		
Work Address (School if Juvenile)				City	State	Zip	Phone#		
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?		

Code	Name: Last, first, middle (Business Name)				Race	Sex	DOB		
Height	Weight	Eyes	Hair	DL#	State	SSN #			
Address				City	State	Zip	Phone #		
Work Address (School if Juvenile)				City	State	Zip	Phone#		
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?		

Code	Name: Last, first, middle (Business Name)				Race	Sex	DOB		
Height	Weight	Eyes	Hair	DL#	State	SSN #			
Address				City	State	Zip	Phone #		
Work Address (School if Juvenile)				City	State	Zip	Phone#		
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?		

Prepared by:	Date:	Approved by:	Date:
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- Arrest
- Offense Follow-up
- Incident
- Memorandum



**ALLAN
HANCOCK
COLLEGE**
Law Enforcement Academy

Case # 109-02-15-7
Reviewed by:

Narrative:

SAMPLE BLOCK LETTERS

A B C D E F G H I J K L M

N O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

Prepared by:	Date:	Approved by:	Date:
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Case # 108-23-15-46
Reviewed by:

<input type="checkbox"/> Arrest	<input type="checkbox"/> Follow-up
<input type="checkbox"/> Offense	
<input type="checkbox"/> Incident	
<input checked="" type="checkbox"/> Memorandum	

Occurred: Day/Date/Time MONDAY/05-11-15/1730	Description: DEDICATION	Code Section:
Reported: Day/Date/Time	Location of Occurrence GRINDER	

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness										
Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG					Race	Sex	DOB		
Height	Weight	Eyes	Hair	DL#	State	SSN #				
Address				City	State	Zip	Phone #			
Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S				City	State	Zip	Phone#			
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?			

Narrative: ON MONDAY, MAY 11, 2015, AT APPROXIMATELY 1730 HOURS, OUR CLASS WAS ASSIGNED A MEMORANDUM. THIS MEMORANDUM WILL BE ON OUR DEDICATION TO THE POLICE ACADEMY.

DURING END OF DAY FORMATION, SENIOR DEPUTY LANGEHENNIG ASSIGNED OUR CLASS A MEMORANDUM ON DEDICATION. BEING A POLICE ACADEMY RECRUIT IS MORE THAN JUST A CLASS TO RECEIVE A CERTIFICATE. IT IS THE BEGINNING OF A NEW CAREER THAT REQUIRES 100 PERCENT DEDICATION. TO BE SUCCESSFUL IN THE POLICE ACADEMY, WE MUST DAILY TRY OUR BEST.

DEDICATION IS DEFINED AS: THE ACT OF DEDICATING OR THE STATE OF BEING DEDICATED, SELFLESS DEVOTION.

EXAMPLE: THE POLICE ACADEMY REQUIRES 836 HOURS OF INSTRUCTION. BUT WHEN YOU ADD IN STUDY TIME, REPORT WRITING, AND PHYSICAL FITNESS, THAT FIGURE IS ALMOST DOUBLED. THIS REQUIRES COMPLETE DEDICATION TO THE POLICE ACADEMY.

SOURCE: WWW.THEFREEDICTIONARY.COM

Prepared by: RECRUIT MANNY QUINN 1022	Date: 05-11-15	Approved by:	Date:
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- Arrest
- Offense
- Incident
- Memorandum



ALLAN HANCOCK COLLEGE
Law Enforcement Academy

Case #
108-07-15-40
Reviewed by:
108-23

Occurred: Day/Date/Time
MON/05-11-15/1730 TO
Description:
SACRIFICE
Code Section:
Location of Occurrence:
GRINDER

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code	Name: Last, first, middle (Business Name)	Race	Sex	DOB			
1	SENIOR DEPUTY LANGEHENNIG						
Height	Weight	Eyes	Hair	DL#	State		
Address		City	State	Zip	Phone #		
Work Address (School if Juvenile)		City	State	Zip	Phone#		
SANTA BARBARA SHERIFF'S							
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?

Narrative: ON MONDAY, MAY 11, 2015, AT APPROXIMATELY 1730 HOURS, I WAS ASSIGNED A MEMORANDUM BY SENIOR DEPUTY LANGEHENNIG FOR SACRIFICE.

THE DEFINITION OF SACRIFICE IS, AN ACT OF GIVING UP SOMETHING VALUED FOR THE SAKE OF SOMETHING ELSE REGARDED AS MORE IMPORTANT OR WORTHY. SACRIFICE TO ME, IS PUTTING SOMETHING OR SOMEONE ASIDE TO ACHIEVE A GOAL OR ACCOMPLISH A MISSION FOR AN UNKNOWN AMOUNT OF TIME.

EXAMPLE: AS A RECRUIT OR OFFICER WE MUST GIVE UP A LOT IN ORDER TO DO WELL IN THE ACADEMY AND IN THE FIELD. THAT MEANS, SPENDING TIME WITH FAMILY AND FRIENDS ON SPECIAL OCCASIONS AND SOCIAL FUNCTIONS. YOUR TIME AND FREE TIME WILL BE DEDICATED TO MEMORANDUMS, PENAL CODES, STUDYING AND UNIFORM PREPARATION. THE SACRIFICE IS TEMPORARY FOR THE GOAL ACHIEVED.

SOURCE: GOOGLE.COM

Prepared by: RECRUIT MANNY QUINN
Date: 05-11-15
Approved by:
Date:

- Arrest
- Offense Follow-up
- Incident
- Memorandum



Case #
108-03-15-53

Reviewed by:
108-18

Occurred: Day/Date/Time MONDAY/05-11-15^{to}/1730	Description: UNIFORM APPEARANCE	Code Section:
Reported: Day/Date/Time	Location of Occurrence GRINDER	

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness									
Code	Name: Last, first, middle (Business Name)					Race	Sex	DOB	
I	SENIOR DEPUTY LANGEHENNIG								
Height	Weight	Eyes	Hair	DL#	State	SSN #			
Address				City	State	Zip	Phone #		
Work Address (School if Juvenile)				City	State	Zip	Phone#		
SANTA BARBARA COUNTY SHERIFF									
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?		

Narrative: ON MONDAY, MAY 11, 2015, AT APPROXIMATELY 1730 HOURS, SENIOR DEPUTY LANGEHENNIG SAW THAT MY TIE BAR WAS DIRTY. I WAS, THEREFORE, ASSIGNED A MEMORANDUM ON THE SUBJECT OF UNIFORM APPEARANCE.

UNIFORM APPEARANCE IS AN EXTREMELY IMPORTANT PART OF LAW ENFORCEMENT. POLICE OFFICERS ARE REQUIRED TO LOOK AND ACT PROFESSIONAL WHENEVER THEY ARE ON DUTY. KEEPING THEIR UNIFORMS NEAT AND CLEAN IS A NECESSARY PART OF LOOKING PROFESSIONAL IN THE EYES OF THE COMMUNITY. A CLEAN UNIFORM ALSO SHOWS THAT THE OFFICER CARES ABOUT HIS JOB.

EXAMPLE: AN OFFICER SHOWS UP TO A CALL WITH HIS UNIFORM SHIRT UNTUCKED AND HIS BOOTS ARE DIRTY. HIS APPEARANCE DOES NOTHING TO HELP HIM ESTABLISH COMMAND PRESENCE. THE FACT THAT THE OFFICER DOES NOT CARE ABOUT HIS APPEARANCE, SHOWS A LACK OF DISCIPLINE.

SOURCE: SELF

Prepared by: RECRUIT MANNY QUINN 1022	Date: 05-11-2015	Approved by:	Date:
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ALLAN HANCOCK COLLEGE
 Law Enforcement Academy

Case # **108-21-15-44**
 Reviewed by: **108-23**

- Arrest
- Offense
- Incident
- Memorandum

Occurred: Day/Date/Time **MONDAY 5-11-15 1730** Description: **ASSAULT WITH DEADLY WEAPON** Code Section: **245 PC**

Reported: Day/Date/Time _____ Location of Occurrence **GRINDER**

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code **I** Name: Last, first, middle (Business Name) **SENIOR DEPUTY LANGEHENNIG** Race _____ Sex _____ DOB _____

Height _____ Weight _____ Eyes _____ Hair _____ DL# _____ State _____

Address _____ City _____ State _____ Zip _____ Phone # _____

Work Address (School if Juvenile) **SANTA BARBARA SHERIFF'S** City _____ State _____ Zip _____ Phone# _____

Vehicle Year _____ Make _____ Model _____ Color _____ Style _____ License # _____ State _____ Towed ? _____

Narrative: ON MONDAY, MAY 12, 2015, AT APPROXIMATELY 1730 HOURS, I WAS ISSUED A MEMORANDUM BY SENIOR DEPUTY LANGEHENNIG ON CALIFORNIA PENAL CODE 245, ASSAULT WITH A DEADLY WEAPON.

CALIFORNIA PENAL CODE 245 IS ASSAULT WITH A DEADLY WEAPON. THIS MEANS "ANY PERSON WHO COMMITS AN ASSAULT UPON THE PERSON OF ANOTHER WITH A DEADLY WEAPON OR INSTRUMENT." CALIFORNIA PENAL CODE 245, ASSAULT WITH A DEADLY WEAPON IS A FELONY.

EXAMPLE: OFFICER SMITH WAS ON PATROL WHEN HE SAW A MAN SWING A BAT AT ANOTHER MAN. THE MAN WITH THE BAT WAS YELLING "I AM GOING TO KILL YOU." THE MAN HAS COMMITTED THE CRIME OF ASSAULT WITH A DEADLY WEAPON.

SOURCE: CALIFORNIA PENAL CODE

END OF REPORT

Prepared by: **RECRUIT MANNY QUINN** Date: **05-11-2015** Approved by: _____ Date: _____

- Arrest
- Offense
- Incident
- Memorandum



**ALLAN
HANCOCK
COLLEGE**
Law Enforcement Academy

Case #
108-03-15-30
Reviewed by:
108-18

Occurred: Day/Date/Time: TUESDAY/03-31-15 TO / 1730 Description: DEDICATION Code Section:

Reported: Day/Date/Time: Location of Occurrence: GRINDER, 1 HANCOCK DRIVE, LOMPOC 93436

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code: I Name: Last, first, middle (Business Name): SENIOR DEPUTY LANGEHENNIG Race: Sex: DOB:

Height: Weight: Eyes: Hair: DL# State:

Address: City: State: Zip: Phone #:

Work Address (School if Juvenile): SANTA BARBARA COUNTY SHERIFF City: State: Zip: Phone#:

Vehicle Year: Make: Model: Color: Style: License #: State: Towed ?

Narrative: ON TUESDAY, MARCH 31, 2015, AT ROUGHLY 1730 HOURS, SENIOR DEPUTY LANGEHENNIG TOLD THE CLASS TO WRITE A MEMORANDUM ON DEDICATION. WE WERE, THEREFORE, ASSIGNED A MEMORANDUM ON THE SUBJECT.

DEDICATION IS MAKING THE NECESSARY SACRIFICES IN ORDER TO ACHIEVE A GOAL. AS RECRUITS IN THE ACADEMY, IT IS REQUIRED OF US TO SHOW DEDICATION IN ALL PARTS OF THE ACADEMY. WE ARE TO PUT IN THE NECESSARY TIME, BOTH AT THE ACADEMY AND ON OUR OWN TIME, IN ORDER TO COMPLETE THE ACADEMY AND START OUR CAREERS IN LAW ENFORCEMENT.

EXAMPLE: A RECRUIT SHOWS DEDICATION BY TRYING HIS HARDEST IN EVERY ASPECT OF THE ACADEMY, AND ALWAYS STRIVES TO MAKE HIMSELF BETTER. THIS WILL NOT ONLY BENEFIT HIMSELF, BUT ALSO THE ENTIRE CLASS.

SOURCE: SELF

Prepared by: RECRUIT CARSON 108-03 Date: 03-31-2015 Approved by: Date:

<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Case # 108-06-15-34
Reviewed by: 108-22

Occurred: Day/Date/Time TUESDAY/03-31-2015/1730	Description: LEADERSHIP	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON TUESDAY, MARCH 31, 2015, AT APPROXIMATELY 1730 HOURS, OUR CLASS WAS ASSIGNED A MEMORANDUM ON LEADERSHIP BY SENIOR DEPUTY LANGEHENNIG.

LEADERSHIP IS IMPORTANT BECAUSE IT IS BETTER TO BE LEADER THAN A FOLLOWER. LEADERSHIP IS ESPECIALLY IMPORTANT IN LAW ENFORCEMENT BECAUSE YOU HAVE TO BE A LEADER IN ORDER TO ENFORCE THE LAW. LEADERSHIP IS ALSO IMPORTANT IN EVERYDAY LIFE, BECAUSE AS A GOOD LEADER YOU DO NOT GIVE INTO THE TEMPTATIONS OF WHAT OTHERS ARE DOING. YOU ARE ABLE TO KEEP YOUR MORAL AND ETHICAL STANDARDS AND JUST HAVE OTHERS WANT TO FOLLOW YOU. LEADERSHIP IS EQUALLY IMPORTANT IN THE LAW ENFORCEMENT ACADEMY, BECAUSE AT THE ACADEMY IS WHERE YOU LEARN LEADERSHIP SKILLS AND NEED TO BE ABLE TO PERFORM THEM. WITHOUT LEADERSHIP THERE WOULD BE NO STRUCTURE AND ONLY CHAOS. LEADERSHIP IS IMPORTANT IN ALL ASPECTS OF LIFE: WORK, SCHOOL, AND GOVERNMENT.

EXAMPLE: DEPUTY SAM WAS A GOOD LEADER BECAUSE HE LEAD BY EXAMPLE.

SOURCE: SELF

Prepared by: RECRUIT GRAY 108-06	Date: 03-31-2015	Approved by:	Date:
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<input type="checkbox"/> Arrest <input type="checkbox"/> Offense <input type="checkbox"/> Follow-up <input type="checkbox"/> Incident <input checked="" type="checkbox"/> Memorandum		 ALLAN HANCOCK COLLEGE Law Enforcement Academy		Case # 108-22-15-32 Reviewed by: 			
Occurred: Day/Date/Time FRI/03/27/15/0800 TO			Description: CRIMINAL STORAGE OF A FIREARM		Code Section: PC 25100/25110		
Reported: Day/Date/Time FRI/03-27-15/0800		Location of Occurrence LOMPOC FCI RANGE					
Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness							
Code	Name: Last, first, middle (Business Name)			Race	Sex	DOB	
I	SERGEANT DILLARD						
Height	Weight	Eyes	Hair	DL#	State	SSN #	
Address			City	State	Zip	Phone #	
Work Address (School if Juvenile)			City	State	Zip	Phone#	
LOMPOC POLICE DEPARTMENT							
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
Narrative: <p>On Friday, March 27, 2015, at approximately 0800 hour, Class 108 was engaged in a discussion regarding Penal Codes 25100 AND 25110 - Criminal Storage of a Firearm. We were, subsequently, assigned a memorandum on the subject.</p> <p>California Penal Code 25100 outlines the different degrees of Criminal Storage of a Firearm, and California Penal Code 25110 outlines the penalties for these offenses.</p> <p>First Degree Criminal Storage of a Firearm is: Storing a firearm in a manner in which a child easily gains access to it, and the child uses it unlawfully causing great bodily injury or death.</p> <p>Second Degree Criminal Storage of a Firearm is: Storing a firearm in a manner in which a child gains access to it, and the child uses it causing other than great bodily injury or death.</p> <p>Example of First Degree: A 12 year old finds a gun, and while looking down the barrel to see if it is loaded the gun accidentally goes off killing him instantly. The child readily gained access to an unlocked firearm and caused death. This is criminal storage of a firearm by the owner of the weapon.</p> <p>Example of Second Degree: A 15 year old finds a weapon belonging to his Mother's boyfriend and takes it to school to show it off to some of his friends. Then he decides to brandish it to the school bully to scare him. Since the child readily gained access to an unlocked firearm and has committed a crime with it other than great bodily injury or death, the owner is liable for criminal storage of a firearm in the second degree.</p> <p>Example of Third Degree: A child finds an unattended, loaded firearm, but commits no criminal action. The mere negligence of the gun owner in allowing this to happen meets the requirements of criminal storage of a firearm in the Third Degree.</p>							
Prepared by: RECRUIT STIREMAN			Date: 03/31/2015	Approved by:		Date:	

FILE

<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense <input type="checkbox"/> Follow-up
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Law Enforcement Academy

Case # 111-05-16-21
Reviewed by: 111-17

Occurred: Day/Date/Time TUES/07-26-16/1048 TO	Description: WRONG COMMAND	Code Section:
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Reported: Day/Date/Time	Location of Occurrence
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address SANTA BARBARA SHERIFF	City	State	Zip	Phone #
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Work Address (School if Juvenile)	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON TUESDAY, JULY 26, 2016, AT 1048 HOURS, WE WERE ON THE GRINDER. WHILE INSTRUCTING THE CLASS ON WHAT TO DO NEXT I GAVE THE WRONG COMMAND. I WAS ASSIGNED A MEMORANDUM BY SENIOR DEPUTY LANGEHENNIG.

WHEN GIVING INSTRUCTIONS I MUST ALWAYS BE CLEAR AND ACURATE. IT IS SIMILAR TO A SCHOOL TEACHER TEACHING THE STUDENTS THE WRONG MATERIAL AND CAUSING EVERYONE TO FAIL.

IN LAW ENFORCEMENT GIVING THE WRONG COMMAND CAN BE A DEADLY MISTAKE.

EXAMPLE: DEPUTY JOE WAS IN THE PROCESS OF CLEARING A HOME OF A WANTED SUSPECT. HE WENT INTO THE FIRST ROOM OF THE HOUSE AND INSTRUCTED HIS PARTNER TO COME IN THE ROOM. THE SUSPECT WAS BEHIND THE DOOR; HE THEN PUNCHED JOE'S PARTNER AND RAN.

SOURCE: MYSELF

Prepared by: RECRUIT CAZAREZ 111-05	Date: 07-28-16	Approved by:	Date:
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FIVE



Law Enforcement Academy

Case # 111-25-16-18
Reviewed by: 111-24

<input type="checkbox"/> Arrest
<input type="checkbox"/> Offense
<input type="checkbox"/> Incident
<input checked="" type="checkbox"/> Memorandum

Occurred: Day/Date/Time TUE 07-26-16 1738 TO	Description: USE OF REASONABLE FORCE TO ARREST	Code Section: PC. 835a
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON TUESDAY, JULY 26, 2016, AT APPROXIMATELY 1738 HOURS, SENIOR DEPUTY LANGEHENNIG ASSIGNED CLASS III A MEMORANDUM ON CALIFORNIA PENAL CODE 835a.

THE CALIFORNIA PENAL CODE STATES IN PENAL CODE 835a THAT ANY PEACE OFFICER WHO HAS REASONABLE CAUSE TO BELIEVE THAT THE PERSON TO BE ARRESTED HAS COMMITTED A PUBLIC OFFENSE MAY USE REASONABLE FORCE TO EFFECT THE ARREST, TO PREVENT ESCAPE OR TO OVERCOME RESISTANCE. WHEN AN OFFICER IS CHASING A SUSPECT, THE OFFICER CAN JUSTIFY USING REASONABLE FORCE TO PERFORM THE ARREST. IF THE SUSPECT BECOMES COMBATIVE, OFFICERS CAN TURN TO THEIR TASER, BATON, OR PEPPER SPRAY TO AIDE THEM IN APPREHENDING THE SUSPECT. IT IS IMPORTANT TO KNOW CALIFORNIA PENAL CODE 835a BECAUSE IF AN OFFICER IS EVER QUESTIONED ON WHY THEY USED FORCE FOR THE ARREST, THEY CAN SAY THAT THEY ARE ALLOWED TO UNDER CALIFORNIA PENAL CODE 835a.

EXAMPLE: IF AT ANY TIME THE FORCE BECOMES UNREASONABLE THE OFFICER MAY BE IN VIOLATION OF THEIR DEPARTMENT POLICY.

SOURCE: CALIFORNIA PENAL CODE BOOK PAGE NUMBER 329

Prepared by: RECRUIT RODRIGUEZ 111-25	Date: 07-27-16	Approved by:	Date:
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<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense <input type="checkbox"/> Follow-up
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Case #	111-20-16-18
Reviewed by:	111-24

Occurred: Day/Date/Time WED/07-27-16/1731 TO	Description: EMERGENCY VEHICLE OPERATIONS	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON WEDNESDAY, JULY 27, 2016, AT AROUND 1731 HOURS, SENIOR DEPUTY LANGEHENNIG ASSIGNED CLASS III A MEMORANDUM ON A TOPIC WE LEARNED THAT DAY.

WHILE ON THE GRINDER, SENIOR DEPUTY LANGEHENNIG ASSIGNED CLASS III A MEMORANDUM ON SOMETHING THEY LEARNED THROUGHOUT THE DAY WHILE ON THE COMMENTARY PART OF THE EMERGENCY VEHICLE OPERATIONS PART OF THE COURSE, I LEARNED THAT AN OFFICER SHOULD NEVER PARK DIRECTLY NEXT TO ANOTHER CAR AT A TRAFFIC LIGHT. IT IS AN OFFICER SAFETY ISSUE, THE OFFICER SHOULD PARK BETWEEN THE BODY OF THE OTHER CAR

OFFICER SAFETY SHOULD ALWAYS BE THE NUMBER ONE PRIORITY FOR EVERY OFFICER.

EXAMPLE: IF AN OFFICER PARKS NEXT TO A CAR AT AN INTERSECTION, THE DRIVER OF THE OTHER CAR CAN EASILY PULL A WEAPON AND HURT THE OFFICER

SOURCE: SELF

Prepared by: RECRUIT PONCE 111-20	Date: 07-27-16	Approved by:	Date:
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FILEZ

<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Law Enforcement Academy

Case #	111-18-16-18
Reviewed by:	111-24

Occurred: Day/Date/Time	Description:	Code Section:
MON/07-25-16/0826 ^{to}	POSITION OF ATTENTION	

Reported: Day/Date/Time	Location of Occurrence
	GRINDER

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code	Name: Last, first, middle (Business Name)	Race	Sex	DOB			
I	SENIOR DEPUTY LANGEHENNIG						
Height	Weight	Eyes	Hair	DL#	State		
Address		City	State	Zip	Phone #		
Work Address (School if Juvenile)		City	State	Zip	Phone#		
SANTA BARBARA SHERIFF'S							
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?

Narrative: ON MONDAY, JULY 25, 2016, AT APPROXIMATELY 0826 HOURS, I WAS ASSIGNED A MEMORANDUM BY SENIOR DEPUTY LANGEHENNIG FOR IMPROPERLY EXECUTING THE POSITION OF ATTENTION.

DURING OPEN RANKS INSPECTION ON THE GRINDER, I WAS APPROACHED BY SENIOR DEPUTY LANGEHENNIG. UPON COMPLETION OF HIS INSPECTION, HE INDICATED THAT THE HEELS OF MY BOOTS WERE NOT IN CONTACT WITH ONE ANOTHER.

THE POSITION OF ATTENTION REQUIRES THAT A RECRUIT FORM A 45 DEGREE ANGLE WITH HIS BOOTS, TOES POINTED OUTWARD, WITH HEELS IN CONTACT.

EXAMPLE BEHAVIOR: AT EVERY POINT DURING DRILL AND CEREMONY, RECRUIT PARSONS ASSESSED HIS POSITIONING TO ENSURE PRESENTABILITY.

SOURCE: SELECTIONS FROM MILITARY DOCTRINE.

Prepared by:	Date:	Approved by:	Date:
RECRUIT PARSONS 111-18	07-27-16		

FILZ

<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense <input type="checkbox"/> Follow-up
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Law Enforcement Academy

Case # 111-08-16-17
Reviewed by: 111-24

Occurred: Day/Date/Time WED/07-27-16/1250 ^{TO}	Description: SPIRIT OF THE LAW	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON WEDNESDAY, JULY 27, 2016, AT APPROXIMATELY 1250 HOURS, SENIOR DEPUTY LANGEHENNIG ASSIGNED A CLASS MEMORANDUM ON SPIRIT OF THE LAW BECAUSE WE DID NOT KNOW IT DURING RECITATION ROUND UP.

ACCORDING TO LEARNING DOMAIN 5: INTRODUCTION TO CRIMINAL LAW, "SPIRIT OF THE LAW MEANS THE LAW IS STRICTLY APPLIED IN ACCORDANCE WITH THE INTENT OF THE LEGISLATURE, THE PROMOTION OF FAIRNESS AND JUSTICE, AND NOT SOLELY IN LITERAL COMPLIANCE WITH THE WORDS OF THE STATUTE."

EXAMPLE: OFFICER SMITH NOTICED A LITTLE GIRL, WHO WAS UNDER SUPERVISION, DRIVE HER SMALL MOTORIZED BARBIE JEEP IN THE STREET OF THEIR CUL-DE-SAC. HE KNEW THIS WAS A VIOLATION OF TERMS IN THE CALIFORNIA VEHICLE CODE, HOWEVER, USED SPIRIT OF THE LAW AND DID NOT GIVE THEM A TICKET BECAUSE OF THEIR INTENT.

SOURCE: LEARNING DOMAIN 05 AND SELF

Prepared by: RECRUIT DELANEY 111-08	Date: 07-27-16	Approved by:	Date:
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- Arrest
- Offense Follow-up
- Incident
- Memorandum



ALLAN HANCOCK COLLEGE

Law Enforcement Academy

Case #
111-26-16-17

Reviewed by:
111-21

Occurred: Day/Date/Time: WED 07-27-16 1250^o Description: SPIRIT OF THE LAW Code Section:

Reported: Day/Date/Time: Location of Occurrence: GRINDER

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code: I Name: SENIOR DEPUTY LANGEHENNIG Race: Sex: DOB:

Height: Weight: Eyes: Hair: DL#: State: SSN #

Address: City: State: Zip: Phone #

Work Address (School if Juvenile): SANTA BARBARA SHERIFFS City: State: Zip: Phone#

Vehicle Year: Make: Model: Color: Style: License #: State: Towed ?

Narrative: ON WEDNESDAY, JULY 27, 2016, AT APPROXIMATELY 1250 HOURS, SENIOR DEPUTY LANGEHENNIG ASSIGNED CLASS III A MEMORANDUM. THIS WAS DUE TO THE CLASS'S INABILITY TO ANSWER THE QUESTION, "WHAT DOES SPIRIT OF THE LAW MEAN."

SPIRIT OF THE LAW IS, "LAW APPLIED IN ACCORDANCE WITH THE INTENT OF THE LEGISLATURE, THE PROMOTION OF FAIRNESS AND JUSTICE, AND NOT SOLELY IN LITERAL COMPLIANCE WITH THE WORDS OF THE STATUTE."

EXAMPLE: OFFICERS ON PATROL WITNESS A YOUNG CHILD DRIVING A BATTERY POWERED HOTWHEELS CAR IN A CULDESAC. THE CHILD IS SUPERVISED BY HIS PARENTS WHO ARE IN THE FRONT YARD AND THERE IS HARDLY ANY TRAFFIC. THE LAW STATES THAT ONLY LICENSED VEHICLES SHALL BE ON THE PUBLIC ROADWAY. TAKING IN THE TOTALITY OF THE CIRCUMSTANCES, THE OFFICERS DECIDE TO EDUCATE THE FAMILY. THE OFFICERS ADVISED THE PARENTS AND THE CHILD OF THE LAW AND TO STAY AWARE OF TRAFFIC GOING TO AND FROM RESIDENCES.

SOURCE: LEARNING DOMAIN 5

Prepared by: RECRUIT ROSS 111-26 Date: 07-27-16 Approved by: Date:

<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense <input type="checkbox"/> Follow-up
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



ALLAN HANCOCK COLLEGE
Law Enforcement Academy

Case # 111-07-16-11
Reviewed by: 111-21

Occurred: Day/Date/Time FRI/07-22-16/1720 TO	Description: CORE VALUES/INTEGRITY	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF	City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON FRIDAY, JULY 22, 2016, AT APPROXIMATELY 1720 HOURS, CLASS 111 WAS ASSIGNED SIX MEMORANDUMS, ONE FOR EACH OF THE CORE VALUES, BY SENIOR DEPUTY LANGEHENNIG. THE CORE VALUE COVERED IN THIS MEMORANDUM IS INTEGRITY.

INTEGRITY IS ADHERENCE TO MORAL AND ETHICAL PRINCIPLES, SOUNDNESS OF MORAL CHARACTER, HONEST. INTEGRITY IS DOING THE RIGHT THING WHEN NOBODY IS LOOKING. INTEGRITY IS ADMITTING TO YOUR MISTAKES REGARDLESS OF THE CONSEQUENCES. INTEGRITY IS A MAJOR PART OF LAW ENFORCEMENT. WE ARE EXPECTED TO BE THE PEOPLE THE COMMUNITY CAN TRUST. IT DOES NOT MATTER HOW BIG OR SMALL YOUR MISTAKE MAY BE, IF YOU LIE, YOU DIE. IF AN OFFICER LACKS INTEGRITY, HE WOULD LACK THE FOUNDATION OF LAW ENFORCEMENT.

EXAMPLE: WHILE ISSUING A CITATION, OFFICER DANGO WAS BRIBED WITH \$100 NOT TO WRITE THE CITATION. OFFICER DANGO REFUSED THE BRIBE AND ISSUED THE CITATION.

SOURCE: DICTIONARY.COM

Prepared by: RECRUIT DAVIS 111-07	Date: 07-27-2016	Approved by:	Date:
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<input type="checkbox"/> Arrest <input type="checkbox"/> Offense <input type="checkbox"/> Follow-up <input type="checkbox"/> Incident <input checked="" type="checkbox"/> Memorandum	 ALLAN HANCOCK COLLEGE Law Enforcement Academy	Case # 111-04-16-16 Reviewed by: 111-21
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Occurred: Day/Date/Time WED 07-27-16 1250 TO	Description: SPIRIT OF THE LAW	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness										
Code	Name: Last, first, middle (Business Name)					Race	Sex	DOB		
I	SENIOR DEPUTY LANGEHENNIG									
Height	Weight	Eyes	Hair	DL#	State	SSN #				
Address					City	State	Zip	Phone #		
Work Address (School if Juvenile)					City	State	Zip	Phone#		
SANTA BARBARA SHERIFFS										
Vehicle Year	Make	Model			Color	Style	License #	State	Towed ?	

Narrative: ON WEDNESDAY, JULY 27, 2016, AT APPROXIMATELY 1250 HOURS, CLASS III WAS ASSIGNED A MEMORANDUM ON THE DEFENITION OF THE SPIRIT OF THE LAW BY SENIOR DEPUTY LANGEHENNIG.

THE KEY WORD IN DESCRIBING THE SPIRIT OF THE LAW IS INTENT. SPIRIT OF THE LAW IS AN INTERPRETATION THAT SEEKS TO UNDERSTAND AND IDENTIFY THE TRUE PURPOSE, AND INTENT OF THE LAW. JUST BEING ABLE TO QUOTE THE EXACT TEXT, AND VERBAGE OF A LAW IS NOT ENOUGH. WE MUST SEEK TO LEARN AND ENFORCE LAWS FOR THE REASONS THEY WERE WRITTEN TO ADDRESS.

EXAMPLE: THE SPEED LIMIT ON HIGHWAY 101 THROUGH SAN LUIS OBISPO IS 65 MILES PER HOUR. A MAN TRAVELING SOUTHBOUND ON HIGHWAY 101 WAS FOLLOWING BEHIND A LARGE TRUCK, THE TRUCK WAS HAULING HAY THAT WAS NOT COVERED. THE MAN SPED UP TO 67 MILES PER HOUR TO GET AROUND THE TRUCK. TECHNICALLY THE LETTER OF THE LAW WAS BROKEN. THE SPIRIT OF THE LAW BECAUSE OF THE INTENT OF THE MAN WAS NOT VIOLATED.

SOURCE: SELF

Prepared by: RECRUIT BYWATER 111-04	Date: 07-27-16	Approved by:	Date:
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ALLAN HANCOCK COLLEGE
Law Enforcement Academy

Case # 111-27-16-18
Reviewed by: 111-17

<input type="checkbox"/> Arrest	<input type="checkbox"/> Follow-up
<input type="checkbox"/> Offense	
<input type="checkbox"/> Incident	
<input checked="" type="checkbox"/> Memorandum	

Occurred: Day/Date/Time TUES 07-26-16/1738	TO	Description: USE OF REASONABLE FORCE TO EFFECT ARREST	Code Section: 835a P.C.
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB			
Height	Weight	Eyes	Hair	DL#	State	SSN #	
Address			City	State	Zip	Phone #	
Work Address (School if Juvenile) SANTA BARBARA SHERIFF'S			City	State	Zip	Phone#	
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?

Narrative: ON TUESDAY, JULY 26, 2016, AT APPROXIMATELY 1738 HOURS, THE CLASS WAS ASSIGNED A MEMORANDUM ON CALIFORNIA PENAL CODE SECTION 835a BY SENIOR DEPUTY LANGEHENNIG.

CALIFORNIA PENAL CODE 835a STATES, "USE OF REASONABLE FORCE TO EFFECT ARREST, ANY PEACE OFFICER WHO HAS REASONABLE CAUSE TO BELIEVE THAT THE PERSON TO BE ARRESTED HAS COMMITTED A PUBLIC OFFENSE MAY USE REASONABLE FORCE TO EFFECT THE ARREST, TO PREVENT ESCAPE OR TO OVERCOME RESISTANCE. A PEACE OFFICER WHO MAKES OR ATTEMPTS TO MAKE AN ARREST NEED NOT RETREAT OR DESIST FROM HIS EFFORTS BY REASON OF THE RESISTANCE OR THREATENED RESISTANCE OF THE PERSON BEING ARRESTED; NOR SHALL SUCH OFFICER BE DEEMED AN AGGRESSOR OR LOSE HIS RIGHT TO SELF-DEFENSE BY THE USE OF REASONABLE FORCE TO EFFECT THE ARREST OR TO OVERCOME RESISTANCE."

EXAMPLE: A POLICE OFFICER WAS ARRESTING A WANTED PERSON. DURING THE ARREST THE PERSON CHARGED AT THE OFFICER AND ATTEMPTED TO SUBDUCE HIM. THE OFFICER WAS ABLE TO GAIN CONTROL OF THE PERSON BY STRIKING HIM IN THE LOWER BODY AREA WITH HIS BATON WHICH CAUSED THE PERSON TO STOP RESISTING THE ARREST.

SOURCE: 2016 CALIFORNIA PENAL CODE

Prepared by: RECRUIT SAMANIEGO 111-27	Date: 07-27-16	Approved by:	Date:
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<input type="checkbox"/>	Arrest
<input type="checkbox"/>	Offense <input type="checkbox"/> Follow-up
<input type="checkbox"/>	Incident
<input checked="" type="checkbox"/>	Memorandum



Law Enforcement Academy

Case # 111-10-16-19
Reviewed by: 111-17

Occurred: Day/Date/Time WED/07-27-16/1250 ^o	Description: SPIRIT OF THE LAW	Code Section:
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Reported: Day/Date/Time	Location of Occurrence GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I	Name: Last, first, middle (Business Name) SENIOR DEPUTY LANGEHENNIG	Race	Sex	DOB
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Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address	City	State	Zip	Phone #
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Work Address (School if Juvenile) SANTA BARBARA SHERIFF	City	State	Zip	Phone#
------------------------------------------------------------	------	-------	-----	--------

Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?
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Narrative: ON WEDNESDAY, JULY 27, 2016, AT APPROXIMATELY 1250 HOURS, SENIOR DEPUTY LANGEHENNIG ASSIGNED CLASS III A MEMORANDUM ON "SPIRIT OF THE LAW".

SPIRIT OF THE LAW MEANS "THE LAW IS APPLIED IN ACCORDANCE WITH THE INTENT OF THE LEGISLATURE, THE PROMOTION OF FAIRNESS AND JUSTICE, AND NOT SOLELY IN LITERAL COMPLIANCE WITH THE WORDS OF THE STATUTE". SPIRIT OF THE LAW ALLOWS YOU TO DETERMINE HOW THE INTENT OF THE LAW APPLIES TO EACH SITUATION, AND IF THE PERSON WHO COMMITTED THE CRIME IS BETTER SERVED WITH STRICT ACCORDANCE OF THE LAW OR SOME ALTERNATIVE ACTION.

EXAMPLE: OFFICER SMITH PULLS OVER A SUBJECT FOR A BROKEN TAIL LIGHT. THE SUBJECT ADVISES HE IS ON HIS WAY TO THE REPAIR SHOP TO FIX IT. THE OFFICER DOES NOT WRITE A CITATION AS THE SUBJECT WAS TAKING THE PROPER ACTION TO FIX THE LIGHT.

SOURCE: LEARNING DOMAIN 5 "CRIMINAL LAW"

Prepared by: RECRUIT FURBER 111-10	Date: 07-27-16	Approved by:	Date:
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REDD



Case # PRE ACADEMY
Reviewed by: 111-24

<input checked="" type="checkbox"/> Arrest	<input type="checkbox"/> Follow-up
<input type="checkbox"/> Offense	
<input type="checkbox"/> Incident	
<input checked="" type="checkbox"/> Memorandum	

Occurred: Day/Date/Time SAT/04/16/16	TO	Description: WHY YOU WANT TO BE AN OFFICER	Code Section:
Reported: Day/Date/Time	Location of Occurrence GRINDER		

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness
Code: I Name: Last, first, middle (Business Name): SENIOR DEPUTY LANGEHENNIG
Height: Weight: Eyes: Hair: DL#: State: SSN #
Address: City: State: Zip: Phone #
Work Address (School if Juvenile): City: State: Zip: Phone#
Vehicle Year: Make: Model: Color: Style: License #: State: Towed?

Narrative: ON SATURDAY, APRIL 16, OUR CLASS WAS TOLD BY OUR SUPERIORS TO WRITE A MEMORANDUM ON WHY WE WANT TO BECOME POLICE OFFICERS.

I HAVE ALWAYS WANTED TO BE A COP EVEN SP THOUGH THEY HAVE BEEN LOOKED DOWN UPON LATLEY IT'S MY DREAM JOB. I WANT PROTECT AND ENFORCE THE LAW. I HAVE GREAT RESPECT FOR COPS AND ADMIRE THEIR WORK.

I WANT THE YOUTH TO LOOK UP TO US AGAIN. THAT THEY CAN TROST US THE NEW GENERATION OF COPS CAN DO THAT. I LOOK FORWARD TO IT AND HOPING FOR THE BEST. ITS UP TO US TO CHANGE THE PRESENT.

SOURCE: SELF

Prepared by: AO	Date: 7-19-16	Approved by:	Date:
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NAME, NO #

POLICE OFFICER

AM

REDO SLOPPY GET SOME HELP

- Arrest
- Offense Follow-up
- Incident
- Memorandum



Law Enforcement Academy

Case: **ACADEMY**
 Reviewed by: **ADG**

Occurred: Day/Date/Time **SAT/04/16/16** TO Description: **MOTIVATION** Code Section:

Reported: Day/Date/Time Location of Occurrence: **GRINDER**

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code: **I** Name: Last, first, middle (Business Name): **RTO** Race Sex DOB

Height Weight Eyes Hair DL# State SSN#

Address City State Zip Phone#

Work Address (School if Juvenile): **AHC POLICE ACADEMY** City State Zip Phone#

Vehicle Year Make Model Color Style License # State Towed?

← HIS OR HER AGENCY?

WHAT TIME?

Narrative: ON SATURDAY, APRIL 16, 2016 **WE** WERE GIVEN **WHO ASSIGNED MEMORANDUM**
 A MEMORANDUM ON THE TOPIC OF MOTIVATION AND WHAT IT MEANS TO ONESELF. **DISCIPLINE WHO IS WE?**

MOTIVATION IS ONE OF THE MOST IMPORTANT THINGS IN MY LIFE, ITS WHAT WAKES YOU UP IN THE MORNING, MY MOTIVATION IS TO WAKE UP AND GIVE 100% TO REACH MY GOALS WITHOUT IF WE ARE NOTHING.

USE A LETTER GUIDE?

EXAMPLE: RECRUIT JOE'S MOTIVATION TO STUDY MORE, IS SO HE CAN PASS THE TESTS, AND DO BETTER IN THE ACADEMY. MOTIVATION IS KEY TO SUCCESS.

SOURCE: SELF

FULL !! PAGE..



ALLAN HANCOCK COLLEGE
Law Enforcement Academy

Case # DP
Reviewed by: 111-17

- Arrest
- Offense Follow-up
- Incident
- Memorandum

Occurred: Day/Date/Time 07/21/2016/1731 TO Description: PARKING LOT, NO INSURANCE Code Section:

Reported: Day/Date/Time Location of Occurrence PARKING LOT

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I Name: Last, first, middle (Business Name) SGT GERBER SMPD Race Sex DOB

Height Weight Eyes Hair DL# State SSN #

Address City State Zip Phone #

Work Address (School if Juvenile) City State Zip Phone#

Vehicle Year Make Model Color Style License # State Towed? WHAT CLASS IS THAT?

Narrative: ON THURSDAY, JULY 21, 2016, OUR CLASS WAS TOLD TO GET OUR VEHICLE REGISTRATION AND STAND NEXT TO OUR CARS. I COULDN'T FIND IT AND WAS GIVEN A MEMO

EVERYBODY SHOULD CARRY THEIR REGISTRATION AT ALL TIMES. ITS IMPORTANT AS FUTURE PEACE OFFICERS TO SET AN EXAMPLE. I FOUND MY REGISTRATION LATER THAT DAY.

EXAMPLE: IF SOMEONE GET PULLED OVER AND HAS NO REGISTRATION ITS A PROBLEM.

SOURCE: SELF

Full PAGE...

Prepared Date: 07-21-2016 Approved by: Date:

RE: 100



ALLAN HANCOCK COLLEGE
Law Enforcement Academy

Case #
111-09-16-2
Reviewed by:
111-17

Arrest
 Offense Follow-up
 Incident
 Memorandum

Occurred: Day/Date/Time
THU 07/21/16 1815 TO
Description:
TIME KEEPER
Code Section:

Reported: Day/Date/Time
Location of Occurrence
GRINDER

Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code I Name: Last, first, middle (Business Name) DETECTIVE GEORGE Race Sex DOB

Height Weight Eyes Hair DL# State SSN #

Address SANTA MARIA PD City State Zip Phone #

Work Address (School if Juvenile) City State Zip Phone#

Vehicle Year Make Model Color Style License # State Towed?

Narrative: ON THURSDAY, JULY 21, 2016, AT APPROXIMATELY 1815 HOURS, I WAS ASSIGNED A MEMORANDUM FOR NOT WRITING DOWN EVENTS, AND TIMES INSIDE MY TIME KEEPER. ITS IMPORTANT TO KEEP TRACK OF YOUR DAILY EVENTS. YOUR TIME KEEPER WILL HELP YOU RECALL DATES, TIMES, AND WHAT YOU WERE DOING. ITS VITAL POLICE OFFICERS KEEP A TIME KEEPER INCASE THEY NEED TO SHARE, OR STATE INFORMATION. IT ALSO KEEPS YOU ORGANIZED.

EXAMPLE: AN OFFICER WAS ACCUSED OF A CRIME OUTSIDE OF WORK. HE ALWAYS WROTE DOWN TIME AND DATES OF WHERE HE WAS AND WAS DROPPED OF THE INVESTIGATION DUE TO BEING SOMEWHERE ELSE DURING THE CRIME, AND HAD THE TIME KEEPER AND FOOTAGE TO PROVE IT.

SOURCE: SELF
THERE IS A PAIN BETWEEN MY EARS!...

Pre: Date: 7/21/2016 Approved by: Date:



ALLAN HANCOCK COLLEGE Law Enforcement Academy

Case #	111-09-163
Reviewed by:	111-17

<input type="checkbox"/> Arrest	<input type="checkbox"/> Follow-up
<input type="checkbox"/> Offense	
<input type="checkbox"/> Incident	
<input type="checkbox"/> Memorandum	

Occurred: Day/Date/Time	THU-07-21-16 1815 TO	Description:	"BRADY"	Code Section:	
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Reported: Day/Date/Time		Location of Occurrence	GRINDER
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Codes: V: Victim S: Suspect DC: Discovered Crime RP: Reporting Party I: Involved P: Parent W: Witness

Code	Name: Last, first, middle (Business Name)	Race	Sex	DOB
I	SENIOR DEPUTY LAINGEHE NIVIG			

Height	Weight	Eyes	Hair	DL#	State	SSN #
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Address	SANTA BARBARA SHERIFFS	City	State	Zip	Phone #
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Work Address (School if Juvenile)		City	State	Zip	Phone#
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Vehicle Year	Make	Model	Color	Style	License #	State	Towed?
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Narrative: ON THURSDAY JULY 21, 2016 I WAS GIVEN A MEMORANDUM AND A QUICK SUMMARY ON THE SUBJECT BRADY.

IF AN OFFICER IS CAUGHT LYING HE WILL TAINIT THE DEPARTMENT FOREVER. IF HE WAS EVER TO GIVE A STATEMENT TO A JURY IT WOULDNT BE BELIEVED DUE TO HIS PAST LYING.

HIS WORD WOULD BE USELESS AND WHAT GOOD? I TOTALLY AGREE WITH "BRADY" POLICE OFFICERS SHOULD ALWAYS TELL THE TRUTH

HMM...
WHAT DO YOU THINK I'M WANTING TO WRITE HERE?

AND HERE...

AND HERE...

AND HERE...

AND HERE...

Pre	Date: 7-21-16	Approved by:	Date:
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3/16

REDO



ALLAN HANCOCK COLLEGE Law Enforcement Academy

Case #	PRE ACADEMY
Reviewed by:	111-24

<input type="checkbox"/> Arrest	<input type="checkbox"/> Follow-up
<input checked="" type="checkbox"/> Offense	<input type="checkbox"/> Incident
<input type="checkbox"/> Memorandum	

Occurred: Day/Date/Time	TO	Description:	Code Section:
SAT 104116116		DOMAINS	
Reported: Day/Date/Time	Location of Occurrence		
	GRINDER		

Codes:	V: Victim	S: Suspect	DC: Discovered Crime	RP: Reporting Party	I: Involved	P: Parent	W: Witness
Code	Name: Last, first, middle (Business Name)			Race	Sex	DOB	
I	SENIOR DEPUTY LANGEHENNIG						
Height	Weight	Eyes	Hair	DL#	State	SSN #	
Address				City	State	Zip	Phone #
Work Address (School if Juvenile)				City	State	Zip	Phone#
Vehicle Year	Make	Model	Color	Style	License #	State	Towed ?

Narrative: ON SATURDAY, APRIL 16, 2016 I WAS ASKED BY MY RTO TO STATE THE TOTAL NUMBER OF LEARNING DOMAINS. I FAILED THE ANSWER AND WAS ASSIGNED A MEMORANDUM FOR NOT KNOWING THERE WERE ~~43~~ 42 LEARNING DOMAINS.

ITS IMPORTANT TO KNOW THE TOTAL NUMBER. IN ORDER TO STUDY. THE DOMAINS RANGE FROM "POLICING IN THE COMMUNITY" TO "FIREARMS AND CHEMICAL AGENTS" ALL DOMAINS PLAY A ROLE.

1-43 BUT 14 HAS BEEN DELETED

EXAMPLE: ITS IMPORTANT TO KNOW INFORMATION. COPS CANT GO AROUND FORGETTING VITAL INFORMATION.

PEACE OFFICERS

USE YOUR LINE GUIDE

SHORT

Prepared by:	Date:	Approved by:	Date:
A	7-19-16		

