

# CAMPUS PEACE OFFICER PERFORMANCE APPRAISAL

EMPLOYEE NAME AND SHIELD NUMBER: \_\_\_\_\_



## SECTION I (Please print)

COMPLETE THE FOLLOWING QUESTIONS. ADD ADDITIONAL PAGES WITH EMPLOYEE NAME AND DATE IF NEEDED.

TITLE AND COLLEGE CAMPUS: \_\_\_\_\_

EVALUATION PERIOD COVERED FROM \_\_\_\_\_ TO \_\_\_\_\_

Name and Title of Person conducting this appraisal: \_\_\_\_\_

A. EVALUATION TYPE: \_\_\_Provisional:     3 month     6 month     9 month     12 month  
                            \_\_\_Probationary:   3 month     6 month     9 month     12 month  
                            \_\_\_Annual Permanent            \_\_\_Annual Provisional

### ATTENDANCE AND INCIDENTS: Please document attendance only within this evaluation period

B. NUMBER OF TIMES LATE FOR DUTY: \_\_\_\_\_

C. NUMBER OF UNAUTHORIZED ABSENCES: \_\_\_\_\_

D. NUMBER OF SICK DAYS USED: \_\_\_\_\_

E. NUMBER OF SICK DAYS NOT DOCUMENTED BY A DOCTOR'S NOTE: : \_\_\_\_\_

F. NUMBER OF INJURIES ON THE JOB: \_\_\_\_\_

G. NUMBER OF DAYS ABSENT DUE TO ON THE JOB INJURIES: \_\_\_\_\_

H. NUMBER OF ACCIDENTS USING A CUNY VEHICLE (actual number of accidents): \_\_\_\_\_

I. COMMENTS. (IF NEEDED): \_\_\_\_\_



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10. Makes appropriate decisions while responding to crisis situations and /or incidents	
11. Adheres to Use of Force regulations	
12. Adheres to all Campus policies	
13. Maintains composure in and control of conflict situations	

Technical Skills Comments:



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DISCIPLINARY INFORMATION, COMMENDATIONS, AWARDS, MEMBERSHIP IN SPECIALIZED UNITS (IF APPLICABLE)

Directions for calculating final average score

For Peace Officers Average items 1-22. For Sergeants and other Supervisory staff Average items 1-34.

Exclude any items that were rated as N/A when computing the final average score.

All scores must be reported to ONE decimal place – eg. 2.3. Ratings can be adjusted higher

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EMPLOYEE NAME AND SHIELD NUMBER: \_\_\_\_\_

_____	_____
College Public Safety Director Signature	Date
Comments:	

_____	_____
College HR Director Signature	Date
Comments:	