City of Utica



Utica, New York

To The City Clerk of Utica

As provided by Section 12 of the Second Class Cities Laws, I hereby

certify that

Name: Admir Gracanin

Address:

Telephone:

has this day been appointed to the position of Police Officer

in the department of Public Safety-Bureau Of Police

the term to commence June 12, 2015

the term to end

N/A

filling unexpired term of (if applicable)

Signed

Mayor

Title of Official

PERFORMANCE EVALUATION REPORT

1 Eld Glamin	D E VILLOIXI	TOT THE OTT	
NAME (FIRST, LAST, MI)	ID#	RANK	DIVISION/UNIT
Admir Gracanin		Ptlm	A-1
DUTY ASSIGNMENT (I.E. DESK, STREET PATROL, BOOKING)	PERIOD COVERED	FROM	то
Street Patrol	Annual	1/1/2019	12/31/2019
PERFORMANCE LEVEL DEFINITIONS OUTSTANDING = 5 VERY GOOD = 4 ACCEPTABLE = 3 In making the evaluation of each category below, supervisors are to evaluate to guidelines established in section 6.15 C (1 through 18) of General Order #	NEEDS IMPROVEN the employee's performance 02–47 Personnel Performanc	only for the past Twelve mor	NSATISFACTORY = 1 hth period and compare that performance
1. DUTY PERFORMANCE (ALL EMPLOYEES)			
4 PERSONAL 3 COMMAND PRESENCE 3 RI APPEARANCE	EPORT WRITING ABILITY	4 INTERPERSO	ONAL SKILLS (VERBAL)
4 RESPONSIVENESS 2 ATTENDANCE 4 TO SUPERVISION	RELIABILITY	3 perform	ANCE UNDER STRESS
4 PERFORMACE 5 PUNCTUALITY 4 CARE AND USE	INVESTIGATIVE/PROBI	LEM	
4 JUDGMENT 3 OF EQUIPMENT 3	KNOWLEDGE OF LAWS	, POLICIES, ETC	
2. DAYS LOST DURING PERIOD COVERED BY THIS REPORT SICK: 10 INJURED ON-DUTY: 0 INJURED OFF	-DUTY: 0 OTHE	R: 0 TOTAL OG	CCURENCES: 10

3.	SUPERVISORY	PERSONNEL ONLY	

3 LEADERSHIP 3 EFFECTIVENESS OF 3 TRAINING/COACHING 3 EVALUATION OF QUALITIES DELEGATION OF SUBORDINATES

4. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

Officer Admir Gracanin has been employed with the Utica Police Department for four and a half years.

Punctuality- 5. Officer Admir Gracanin is always on time for work. He is usually one of the first officers to show up for work.

Reliability- 4. Officer Admir Gracainin is one of my "go to" officers. I can always count on him to get things done without any questions.

Interperson Skills (Verbal)- 4. Officer Admir Gracanin is one of our by-lingual officers. He has utilized this skill on many ocasions and situations, clearly conveying what is needed.

Attendance Admir Gracanin utilized 10 sick days in the calender year.

How can this employee best improve his/her performance? (Include setting Career /Performance Goals).

Officer Admir Gracanin continues to perform his duties as expected. He always seems alert and ready to work this very difficult midnight shift. He has a positive attitude and it carries along side with his bright personality. Officer Admir Gracanin should continue to hone his skills in patrol. Based on his street knowledge, writing skills and interviewing tecniques, I would recommend him for a future investigative position in the Criminal Division

(Continue on Back)

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A. The employee's performance in his/her present assignment during the evaluation period; AND B. Consideration of the general needs of the Department, comparing the capabilities and characteristics of this employee to all other employees of equal rank and pay grade known to the evaluator. OUTSTANDING VERY GOOD ACCEPTABLE NEEDS IMPROVEMENT UNSATISFACTOR REVIEWING COMMANTING OFFGIER: Signature Formack & Standard Print Signa SUPERVISOR REVIEWING WITH EMPLOYEE'S COMMENTS: (Option EMPLOYEE'S COMMENTS: (Option EMPLOYEE'S SIGNATURE: This signature does not not agree the with this report. It verifies that this report has been personally reviewed with me and that nave received a copy of this report. If do not agree quest appeal? or "waive appeal" on this report Rank PU Date Laborator Date Print Signature Rank PU Date Laborator Date Laborator Date Laborator Date Print Signature Rank PU Date Laborator Date L	1						
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PERFORMANCE EVALUATION REPORT

	(FIRST, LAST, MI)				ID#	RANK		DIVISION	UNIT
	anin, Admir					Ptlm	1	A-1	
		DESK,	STREET PATROL, BOOKIN	VG)	PERIOD COVERED		FROM		то
Stree	t Patrol				Annual		1/1/18	3	12/31/18
EXC In ma guide	aking the evaluation of e	OOD ach cat on 6.15	= 4 ACCEPT. egory below, supervisors are to C (1 through 18) of General C	o evaluate	NEEDS IMPROVEM the employee's performance C 47 Personnel Performance E	only for the n	UNS ast six month peri	ATISFACTO	DRY = 1 pare that performance to
	OI I ERFORMANCE (ALI	, EMITE	O'I EES)						
4	GENERAL APPEARANCE	3	ASSIGNMENT TASKS	4	WORK QUALITY	٠	3 KNOWLEDG	E OF LAWS	, POLICIES, ETC.
4	RESPONSIVENESS TO SUPERVISION	3	ATTENDANCE	4	RELIABILITY		4 report wr	ITING ABIL	JTY
4	INITIATIVE	5	PUNCTUALITY	3	INVESTIGATIVE/PROBLISOLVING SKILLS	EM	4 INTERACTIO	N WITH PU	BLIC
			CARE AND USE		INTERACTION WITH OT	HER MEMB	ERS		
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4 JU									
4 JU	COMMAND		PERFORMANCE		COMMUNICATION				

2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP EFFECTIVENESS OF TRAINING/COACHING EVALUATION OF QUALITIES DELEGATION OF SUBORDINATES SUBORDINATES

3. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

Officer Admir Gracanin has been employed with the Utica Police Department for three and a half years.

Punctuality- 5. Officer Gracanin is always on time and usually one of the first officers to show up to work.

General Appearance- 4. Officer Gracanin always presents himself in a professional manner with a clean, pressed uniform, with polished boots and leather.

Initiative- 4. Officer Gracanin always takes the inititive to figure out a call thoroughly and is not hesitant to make a decision.

Attendance- 3. Officer Gracanin used 7 sick days for the calander year.

Closed cases 47 Arrests 43 Premise Checks 320

m cc mil . cm

Traffic Tickets 67

Parking Tickets 337

Hot Spots 67

ET Scenes 18

1156A 2

Days Out 155

Days in 14

How can this employee best improve his/her performance? Officer Gracanin has improved his policing skills throughout this year and continues to develop his abilities on the street. Officer Gracanin should continue his positive attitude and his work ethic and maintain his current productivity. Officer Gracanin has aspirations of continuing his policing skills in CID in the near future.

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A. The employee's performance in his/	is overall rating is to be based on the following factors: her present assignment during the evaluation period; AND of the Department, comparing the capabilities and characteristics of this employee to all other employees	of equal rank and paygr
EXCELLENT GOOD	O ACCEPTABLE NEEDS IMPROVEMENT UNSATISFACTO	DRY
4. EVALUATING SUPERVISOR: How God Brown Signature Signature	Rank 1	9
Supervisor reviewing with employee Flank S CARCH/LL Print Name Signature	mank Senge All Date 1/19/	2019
EMPLOYEE'S COMMENTS: (Optional)		
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PERFORMANCE EVALUATION REPORT

NAME	(FIRST, LAST, MI)				ID#	RANK		DIVISION/UNIT	
Adm	ir Gracanin					P.O.		Patrol A-1	
		DESK,	STREET PATROL, BOOKI	VG)	PERIOD COVERED	· · · · · · · · · · · · · · · · · · ·	FROM	то	
Stree	t Patrol				Annual.		01/01/2	2017	12/31/201
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4	GENERAL APPEARANCE	3	ASSIGNMENT TASKS	3	WORK QUALITY	3	KNOWLEDGE	OF LAWS, POLIC	CIES, ETC.
3	RESPONSIVENESS TO SUPERVISION	4	ATTENDANCE	4	RELIABILITY	3	REPORT WRIT	TING ABILITY	
4	INITIATIVE	4	PUNCTUALITY	3	INVESTIGATIVE/PROE SOLVING SKILLS	BLEM 3	INTERACTION	WITH PUBLIC	
3 w	DGMENT	3	CARE AND USE OF EQUIPMENT	4	INTERACTION WITH O		s.		
	COMMAND		PERFORMANCE		COMMUNICATION				

2. SUPERVISORY PERSONNEL ONLY

LEADERSHIP EFFECTIVENESS OF TRAINING/COACHING EVALUATION OF QUALITIES DELEGATION OF SUBORDINATES SUBORDINATES

3. NARRATIVE SECTION (This section is to be used to record specific and personal characteristics of this employee which are not adequately covered in the rating sections above. Any factors rated as a 1 or a 5 in the above sections must be articulated in this section.)

Officer Gracanin has been employed with the Utica Police Department for two and a half years.

General Appearance-4 Officer Gracanin always presents himself in a professional manner with a clean, pressed uniform with polished boots and duty belt.

Reliability-4 Officer Gracanin is reliable and dependable and can carry out any task that is assigned to him. without issue.

Attendance-3 Officer Gracanin used 5 sick days for the calender year

Closed Cases 79
Arrests 73
Premise Checks 288
Traffic Tickets 117
Parking Tickets 513
Hot Spots 145
ET Scenes 17
1156A 0
Days Out 191

Days In 5

How can this employee best improve his/her performance? Officer Gracanin has improved his policing skills throughout this year and continues to develop his abilities on the street. Officer Gracanin should continue his hard work and maintain his current proactivity which often times appears the top of the platoon.

Additional Narrative Section			
Officer Gracanin has proven and zone 56 on his last two assisted the squad on severa	nights. He takes pride i	o A-Platoon. He is a constant in his zone and knows the reg	t in zone 53 on his first two nights gulars. His second language has
B. Consideration of the general nee known to the evaluator.	his/her present assignment during the	evaluation period; AND	ee to all other employees of equal rank and paygrade UNSATISFACTORY
4. EVALUATING SUPERVISOR: (Immediate s	supervisor)		
Print Name <u>M D'Ambro</u>	Signature 25	Rank <u>Lt #1900</u>	Date 0/-/7-/8
s. supervisor reviewing with emplo Print Name <u>F. Scarchilli</u>	OYEE: Signatur	Rank <u>Sgt #7573</u>	Date 1/17/18
6. EMPLOYEE'S COMMENTS: (Optional)			
· · · · · · · · · · · · · · · · · · ·			
e. Ez. 456.		·	
7. EMPLOYEE'S S NA 48 sign that I have whether I was	ith this report, I ha	ave indicated this by writing "under protest":	
SIGNATURE	RAI	NK <u>Patrolman</u>	DATE 17716
	And the second second		

COUNSELING MEMORANDUM

TO: Officer Admir Gracanin

FROM: Lt. M.B. Murphy

DATE: 5/30/20

RE:

Patrolling Zone/Parking for Excessive Amount of

Time



I. Identify and define the behavior to be modified:

On May 19th there were approximately larcenies reported to the Utica Police Department that occurred in South Utica during the overnight hours. Officer Admir Gracanin was assigned to Car 54 that night. The Track Star AVLS showed that Officer Gracanin was parked for approximately 5 hours of his 8 hours shift.

- II. Review of applicable rules & regulations, orders and operating procedures or laws:
 - 1.14 PERFORMANCE AND ATTENTION TO DUTY:
 - V. Performance of Duties;
 - 1. Employees shall not neglect their duty
 - 4. Nonfeasance is prohibited

III. Employee's response to the performance deficiency:

Officer Gracanin understood the importance of patrolling his zone and being seen in order to deter crime.

IV. Clearly explain the behavior expected of the member:

It is expected that Officer Gracanin patrol his zone in an effort to deter crime. Officer Gracanin is expected to constantly and alertly patrol his assigned zone/patrol area, giving particular attention to those locations most vulnerable to the commission of crime.

V. Potential consequences for continuing the unacceptable behavior:

The Progressive Disciplinary System will be initiated and negative or punitive discipline may be recommended for any further incidents, similar in nature, in which you are involved.

VI. Provisions for follow-up consultations:

This counseling memorandum will be placed in your squad training file. If, after a period of six months there are no further incidents of a similar nature, this memo will be purged from your training file and the matter will be considered closed.

This counseling memorandum will be placed in your personnel file.

Signature of Employee:

Date: 5/30/20

Signature of Supervisor: Date: 5/30/20
Signature of Witnessing Supervisor: Sqf Date: 6/30/20

			DATE
1	Report all personnel changes to this Send ONE COPY prior to payroll affected by	form this change	DATE
1	SUPPLEMENTARY PAYROLL CERTIFICA	TION AND	
	REPORT OF PERSONNEL CHAN	GE	MONTH 06 DAY 12 YEAR 2020
TO:	Civil Sandas Commission	NAME OF EMPLOYEE:	
	Civil Service Commission	Gracanin, A	dmir
FROM: (Chec		ADDRESS:	
DEPARTMEN			- Company of the Comp
	Department	Police Office	SALARY:
	TITLE OF LAST EMPLOYEE IN POSITION:	Veteran	
		Disabled	
·		DATE OF BIRTH:	SOCIAL SECURITY NUMBER:
			ID#
	Check Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
-	Permanent		Return report of Certification
	Provisional .		Attach application (MSD-330)
A P	Temporary ·	From: To:	
P	Substitute	From: To:	State length of employment
o,	For Term of Office	From: To:	Give facts under Remarks
N N	Permanent Promotion	110000 10.	Give facts under Remarks
T	Provisional Promotion		Return report of Certification
M E	Non-Competitive Class		Attach nomination
N	Exempt Class		Attach application (MSD-330)
T S	Labor Class		Submit this form only
Т	Resignation		Attach application (MSD-330)
E	Retirement		Submit signed resignation
R T M I	Deceased		Give effective date
0 1	Removal -		Indicate date
N N A S	Layoff (Lack of Work or Funds)		Attach copy of proceedings
	Military Leave of Absence		Give facts under Remarks
J	Other Leave of Absence		Give facts under Remarks
0	Transfer	From: To:	. Give facts under Remarks
T			Give facts under Remarks
H E			Give facts under Remarks
R.	- Supposition		Give facts under Remarks
_	****		Give facts under Remarks
С Н	- Charles III Charles III II I		Give facts under Remarks
A			Submt form MSD-222
N G	Change in Salary	6/12/20	Indicate new saalry
E	- change in traine	<u> </u>	Give facts under Remarks
S orks: (Continu	e on back if necessary)		Give facts under Remarks
·	•		One
ongevi	ty inc. eff. 6/12/20		(1m/2/2/2)
		1	
75% c	ontract inc. eff. 4/1/20.	Appointing Officer	III II Read
		Title	Chief of Police
	ty inc. eff. 6/12/19	Address	Chief of Police
75% C	ontract inc. eff. 4/1/19		
CERTIFI			
valid t	employment is in accordance with	Ву	
	Law and Rules made in pursuance		
(Date	to law. Subject to any limitation or condition specified above.	Data	
,an	-, condition specified acove.	Date	

) ·

	Report all personnel changes to Send ONE COPY prior to payroll affec SUPPLEMENTARY PAYROLL CERTI REPORT OF PERSONNEL C	ted by this change FICATION AND	MONTH 04 DAY 01 YEAR 2020
	Civil Service Commission	NAME OF EMPLOY	EE:
FROM: (Chec		ADDRESS:	
DEPARTMEN	VII:	TITLE OF POSITION:	SALARY:
Police	Department	Police Offi	cer \$ 69,941.
NAME AND	TITLE OF LAST EMPLOYEE IN POSITION:	☐ Vete	
		DATE OF BIRTH:	bled Veteran Exempt Volunteer Fireman SOCIAL SECURITY NUMBER:
	Check Nature of Personnel Change	Date Effecti	Action Necessary by Appointing Officer:
	Permanent		Return report of Certification
A	Provisional		Attach application (MSD-330)
P	Тетрогату	From: To:	State length of employment
P	Substitute	From: To:	Give facts under Remarks
1	For Term of Office	From: To:	Give facts under Remarks
. N T	Permanent Promotion		Return report of Certification
М	Provisional Promotion		Attach nomination
E N	Non-Competitive Class		Attach application (MSD-330)
Т	Exempt Class	<u> </u>	Submit this form only
s	Labor Class Resignation	· · · · · · · · · · · · · · · · · · ·	Attach application (MSD-330)
. T E			Submit signed resignation
RT	para .	<u> </u>	Give effective date
MI	December		Indicate date
NN	- Keinova		Attach copy of proceedings
A S			Give facts under Remarks
÷	The state of the s		Give facts under Remarks
	- State Beave of Moscinee	From: To:	Give facts under Remarks
O T			Give facts under Remarks
H	- Detroudit		Give facts under Remarks
E R			Give facts under Remarks
С		· ·	Give facts under Remarks
н	- charge in chasheaton		Give facts under Remarks
A N	Part :		Submt form MSD-222
G		4/1/20	Indicate new saalry
E S	Change in Name Other		Give facts under Remarks
	e on back if necessary)		Give facts under Remarks
3.75% c	ontract inc. eff. 4/1/20. y inc. eff. 6/12/19 ontract inc. eff. 4/1/19	Appointing Officer Title Address	MMMllus Chief of Police
			
CERTIFI			
valid u	employment is in accordance with	Ву	
	Law and Rules made in pursuance to law. Subject to any limitation or		
(Date		Date	
		17.22712.11.	

Report all personnel changes to thi Send ONE COPY prior to payroll affected SUPPLEMENTARY PAYROLL CERTIFIC REPORT OF PERSONNEL CHA	oy this change ATION AND	MONTH 06 DAY 12 YEAR 2019
TO:	NAME OF EMPLOYEE:	<u> </u>
Utica Civil Service Commission FROM: (Check only one)	Gracanin, Adm	nir
City County Town Village or District DEPARTMENT:	ADDRESS:	
Police Department	Police Officer	SALARY: • 67,413.
NAME AND TITLE OF LAST EMPLOYEE IN POSITION:	Veteran	Non-Veteran
	Disabled Vete	
	DATE OF BIRTH:	SOCIAL SECURITY NUMBER:
Check Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
Permanent	·	Return report of Certification
Provisional		Attach application (MSD-330)
A Temporary	From: To:	State length of employment
P Substitute	From: To:	Give facts under Remarks
O For Term of Office	From: To:	Give facts under Remarks
N Permanent Promotion		Return report of Certification
T Provisional Promotion		Attach nomination
E Non-Competitive Class		Attach application (MSD-330)
N Exempt Class		Submit this form only
S Labor Class		Attach application (MSD-330)
T Resignation		Submit signed resignation
R T Retirement		Give effective date
M I Deceased		Indicate date
I O Removal		Attach copy of proceedings
N N A S Layoff (Lack of Work or Funds)		Give facts under Remarks
Military Leave of Absence		Give facts under Remarks
Other Leave of Absence	From: To:	Give facts under Remarks
O Transfer	TIONE 10.	Give facts under Remarks
T Dometica		
H Suspension		Give facts under Remarks
R Reinstatement		Give facts under Remarks Give facts under Remarks
C Change in Classification		
H New Position		Give facts under Remarks
N Change in Salary	6/12/19	Submt form MSD-222
G Change in Name	07213	Indicate new saalry
S D Other		Give facts under Remarks
ss: (Continue on back if necessary)		Give facts under Remarks
ongevity inc. eff. 6/12/19 75% contract inc. eff. 4/1/19	Appointing Officer Title	Mort Williams Chief of Police
	Address	· ·
CERTIFICATE This certifies that the above valid until employment is in accordance with Law and Rules made in pursuance	Ву	
to law. Subject to any limitation or (Date) condition specified above.	Date	
	· · · · · · · · · · · · · · · · · · ·	

		Report all personnel changes to this for Send ONE COPY prior to payroll affected by the SUPPLEMENTARY PAYROLL CERTIFICATI REPORT OF PERSONNEL CHANGI	nis change ON AND		MONTH 04 DAY 01 YEAR 2019
TO:			NAME OF E	MPLOYEE:	MONTH U4 DAY U1 YEAR 2019
	Civil Service	Commission		nin, Admii	r .
FROM: (Check	·'	Town Village or District	ADDRESS:		
Police	n Department		Police	Officer	SALARY: \$ 64,615.
NAME AND T	TTLE OF LAST EMPLOYE	E IN POSITION:		Veteran	☐ Non-Veteran
				Disabled Veteran	
			DATE OF BIRT	Г Н :	SOCIAL SECURITY NUMBER:
		Check Nature of Personnel Change	<u>Da</u>	te Effective	Action Necessary by Appointing Officer:
	Permanen	t		· · · · · · · · · · · · · · · · · · ·	Return report of Certification
	☐ Provisiona	ı'			Attach application (MSD-330)
A P	☐ Temporary	7	From:	To:	State length of employment
P	Substitute		From:	To:	Give facts under Remarks
O I	For Term o	f Office	From:	To:	Give facts under Remarks
N	Permanent	Promotion			Return report of Certification
T	Provisional				Attach nomination
M E		etitive Class		· · · · · · · · · · · · · · · · · · ·	Attach nonmanust Attach application (MSD-330)
N	Exempt Cla	· · · · · · · · · · · · · · · · · · ·			Submit this form only
T S	Labor Class	······	·····		
T ·	Resignation		 		Attach application (MSD-330)
E					Submit signed resignation
RT					Give effective date
M I I O					Indicate date
NN	- Action at			•	Attach copy of proceedings
A S	- Prince	of Work or Funds)		•	Give facts under Remarks
		ve of Absence			Give facts under Remarks
	Other Leave	of Absence	From:	To:	Give facts under Remarks
O T	Transfer				Give facts under Remarks
H	Demotion Demotion				Give facts under Remarks
E	Suspension				Give facts under Remarks
R	Reinstatemen	t .			Give facts under Remarks
C	Change in Cla	ssification		<u> </u>	Give facts under Remarks
H A	New Position	·		9	Submt form MSD-222
N	Change in Sala	ary	4/1.	/19 I	Indicate new saalry
G R	Change in Na	ne		Į.	Give facts under Remarks
š	Other			G	Sive facts under Remarks
•	on back if necessary) Ontract inc. e	ff. 4/1/19	Appointing Officer	ő	nord H. Hilles
			Title	7	Chief of Police
ongevit	y inc. eff. 6/1	2/18	Address +		ZHEI OI POIICE
CERTIFIC	CATE	This certifies that the above			
valid u	ıntil	employment is in accordance with	Ву .		· •
		Law and Rules made in pursuance	-		
		to law. Subject to any limitation or			·
(Date	a)	condition specified above.	Date		

·	:	Report all personnel changes to this for Send ONE COPY prior to payroll affected by th SUPPLEMENTARY PAYROLL CERTIFICATIC REPORT OF PERSONNEL CHANGE	is change		MONTH 12 DAY 15 YEAR 2018
Utica Ci	ivil Service	Commission		of employee: acanin, Ac	
FROM: (Check of		☐ Town ☐ Village or District	ADDRE		
DEPARTMENT:		4		FPOSITION:	salary: \$ 62,279.
	Departmen		FUII		Non-Veteran
NAME AND III	LE OF LAST ENG-LC	TEB IN POSITION:	į.	Veteran Disabled	
			DATEC	F BIRTH:	SOCIAL SECURITY NUMBER:
	İ	Check Nature of Personnel Change		Date Effective	Action Necessary by Appointing Officer:
	☐ Perma	nent			Return report of Certification
	Provisi			<u> </u>	Attach application (MSD-330)
A	Tempo		From:	To:	State length of employment
P P	☐ Substit		From:	To:	Give facts under Remarks
0		m of Office	From:	To:	Give facts under Remarks
I N		nent Promotion			Return report of Certification
T		onal Promotion			Attach nomination
M E		ompetitive Class		·····	Attach application (MSD-330)
N	Exempt	· · · · · · · · · · · · · · · · · · ·			Submit this form only
T S	Labor C				Attach application (MSD-330)
T	Resigna	· · · · · · · · · · · · · · · · · · ·			Submit signed resignation
E	Retirem				Give effective date
R T M I	Decease				Indicate date
0 1		······································			Attach copy of proceedings
N N A S					Give facts under Remarks
A 5	= ==	Lack of Work or Funds)			Give facts under Remarks
		Leave of Absence	From:	To:	Give facts under Remarks - Give facts under Remarks
_		eave of Absence	Pront	10:	
O T					Give facts under Remarks
H	Demotio				Give facts under Remarks
E R	Suspens:				Give facts under Remarks
	Reinstati				CITC IACO MINEL REDAILO
С Н		in Classification			Give facts under Remarks
Α	New Pos				Submt form MSD-222
N G	Change i				Indicate new saalry
E	Change i	in Name		104540	Give facts under Remarks
5	Other			12/15/18	Give facts under Remarks
Remarks: (Continue	~		Appointing Title	g Officer	M. William
	ty inc. eff.		Address		Chief of Police
New Co	ntract sala	ry changes eff. 4/1/18	=		
CERTIF valid		This certifies that the above employment is in accordance with Law and Rules made in pursuance	Ву		
(Dai	te)	to law. Subject to any limitation or condition specified above.	Date		

	Report all personnel changes to this form Send ONE COPY prior to payroll affected by this c SUPPLEMENTARY PAYROLL CERTIFICATION REPORT OF PERSONNEL CHANGE	thange AND	MONTH 06 DAY 12 YEAR 2018
	vil Service Commission	NAME OF EMPLOYEE: Gracanin, Admi	
FROM: (Check or	County Town Village or District	ADDRESS:	· · · · · · · · · · · · · · · · · · ·
Police D	Department Department	Police Officer	SALARY: \$ 62,279.
NAME AND TIT	LE OF LAST EMPLOYEE IN POSITION:	Veteran Disabled Vetera	Non-Veteran Exempt Volunteer Fireman
		DATE OF BIRTH:	SOCIAL SECURITY NUMBER:
	Check Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
	Permanent		Return report of Certification
i I	Provisional Provisional		Attach application (MSD-330)
A P	☐ Temporary	From: To:	State length of employment
P	Substitute	From: To:	Give facts under Remarks
0	For Term of Office	From: To:	Give facts under Remarks
N	Permanent Promotion		Return report of Certification
T M	Provisional Promotion	·	Attach nomination
E	Non-Competitive Class		Attach application (MSD-330)
N T	Exempt Class		Submit this form only
S	Labor Class		Attach application (MSD-330)
T	Resignation		Submit signed resignation
Е	Retirement		Give effective date
R T M I	Deceased		Indicate date
0 1	Removal		Attach copy of proceedings
N N A S	Layoff (Lack of Work or Funds)		Give facts under Remarks
	Military Leave of Absence		Give facts under Remarks
	Other Leave of Absence	From: To:	Give facts under Remarks
0	Transfer	PIONE TO:	
T	Demotion		Give facts under Remarks
H E			Give facts under Remarks
R	Suspension Reinstatement	<u> </u>	Give facts under Remarks
c	_		Give facts under Remarks
H F	Change in Classification New Position		Give facts under Remarks
A N		6/12/18	Submt form MSD-222
G		0/12/16	Indicate new saalry
E	— Change in Name		Give facts under Remarks
S marks: (Continue	Other on back if necessary)		Give facts under Remarks
Longevit	y inc. eff. 6/12/18 ntract salary changes eff. 4/1/18	Appointing Officer Title Address	Mark Williams Chief of Police
CERTIFIC valid u	CATE This certifies that the above ntil employment is in accordance with Law and Rules made in pursuance to law. Subject to any limitation or	By	

	Report all personnel changes to this form Send ONE COPY prior to payroll affected by this c SUPPLEMENTARY PAYROLL CERTIFICATION REPORT OF PERSONNEL CHANGE	hange AND	MONTH 06 DAY 08 YEAR 2018			
	ivil Service Commission	Gracanin, Adm	NAME OF EMPLOYEE: Gracanin, Admir			
FROM: (Check	County Town Village or District	ADDRESS:				
	Department	Police Officer	\$59,426.			
NAME AND TE	TLE OF LAST EMPLOYEE IN POSITION:	☐ Veteran	Non-Veteran			
<u> </u>		Disabled Vete				
ļ .		DATE OF BIRTH:	SOCIAL SECURITY NUMBER:			
	Check Nature of Personnel Change	<u>Date Effective</u>	Action Necessary by Appointing Officer:			
1	Permanent	÷	Return report of Certification			
	. Provisional		Attach application (MSD-330)			
A P	Temporary	From: To:	State length of employment			
P	Substitute	From: To:	Give facts under Remarks			
0	For Term of Office	From: To:	Give facts under Remarks			
N	Permanent Promotion		Return report of Certification			
T M	Provisional Promotion		Attach nomination			
E	Non-Competitive Class		Attach application (MSD-330)			
N	Exempt Class		Submit this form only			
T.	Labor Class	***				
T	Resignation		Attach application (MSD-330)			
Ē	Retirement	- 	Submit signed resignation			
R T M I	Activation		Give effective date			
IO			Indicate date			
NN	Kelitovit		Attach copy of proceedings			
AS	Enjou (cackof fronk of Fallas)		Give facts under Remarks			
	Military Leave of Absence	<u> </u>	Give facts under Remarks			
	Other Leave of Absence	From: To:	Give facts under Remarks			
O T	Transfer		Give facts under Remarks			
H	Demotion		Give facts under Remarks			
E	Suspension		Give facts under Remarks			
R	Reinstatement .		Give facts under Remarks			
C .	Change in Classification		Give facts under Remarks			
H A	New Position	·	Submt form MSD-222			
N	Change in Salary	4/1/18	Indicate new saalry			
G E	Changé in Name		Give facts under Remarks			
Š	☐ Other		Give facts under Remarks			
lemarks: (Continue	e on back if necessary)					
New Co pp. 6/8/1	ntract salary changes eff. 4/1/18 I8	Appointing Officer	Morf H. Hilled			
		Title	Chief of Police			
Langard	huina off 6/42/47	Address				
Longevi	y inc. eff. 6/12/17.	<u>L</u>				
CERTIFI valid i		Ву				
	to law. Subject to any limitation or					
(Dat	e) condition specified above.	Date				

	Report all personnel changes to this form Send ONE COPY prior to payroll affected by this ci SUPPLEMENTARY PAYROLL CERTIFICATION REPORT OF PERSONNEL CHANGE	AND	MONTH 06 DAY 12 YEAR 2017
TO:	ivil Service Commission	NAME OF EMPLOYEE:	
FROM: (Check of		Gracanin, Admir	<u>r </u>
City	County Town Village or District	ADDRESS:	
DEPARTMENT:		TITLE OF POSITION:	SALARY:
Police [Department	Police Officer	s 54,920.
NAME AND TH	LE OF LAST EMPLOYEE IN POSITION:	Veteran	Non-Veteran
	•	Disabled Veterar	n Exempt Volunteer Fireman
•.	:	DATE OF BIRTH:	SOCIAL SECURITY NUMBER:
	T		
	Check Nature of Personnel Change	Date Effective	Action Necessary by Appointing Officer:
	Permanent		Return report of Certification
	Provisional		Attach application (MSD-330)
A P	Temporary	From: To:	State length of employment
P	Substitute	From: To:	Give facts under Remarks
I	For Term of Office	From: To:	Give facts under Remarks
N T	Permanent Promotion		Return report of Certification
M	Provisional Promotion		Attach nomination
E N	Non-Competitive Class		Attach application (MSD-330)
T	Exempt Class		Submit this form only
S	Labor Class		Attach application (MSD-330)
T	Resignation		Submit signed resignation
E R T	Retirement		Give effective date
ΜI	☐ Deceased		Indicate date
I O N N	Removal		Attach copy of proceedings
A 5	Layoff (Lack of Work or Funds)		Give facts under Remarks
	Military Leave of Absence		Give facts under Remarks
	Other Leave of Absence	From: To:	Give facts under Remarks
0	Transfer		Give facts under Remarks
T H	Demotion .		Give facts under Remarks
E	Suspension		Give facts under Remarks
R	Reinstatement		Give facts under Remarks
С	Change in Classification		Give facts under Remarks
H A	New Position		Submt form MSD-222
. N	K Change in Salary	06/12/17	Indicate new saalry
G E	Change in Name		Give facts under Remarks
S	Other		Give facts under Remarks
Longevit	ry inc. eff. 6/12/17. Tract increase effective 10/1/15 ployee, Sworn in 6/12/15.	Appointing Officer Title Address	MWelleng Chief of Police
CERTIFI valid t	employment is in accordance with Law and Rules made in pursuance to law. Subject to any limitation or	By	

	Report all personnel changes to this form Send ONE COPY prior to payroll affected by this change SUPPLEMENTARY PAYROLL CERTIFICATION AND REPORT OF PERSONNEL CHANGE		MONTH 06 DAY 10 YEAR 2016		
TO:	di Camina Commission	NAME OF EMPLOYEE: Gracanin, Admir			
Utica Civ	/il Service Commission	ADDRESS:			
FROM: (Check on		ADDINESS			
City DEPARTMENT:	County Town Village or District	TITLE OF POSITION:	SALARY:		
	epartment	Police Officer	§ 51,258.		
NAME AND TITE	E OF LAST EMPLOYEE IN POSITION:	Veteran	Non-Veteran		
NAME AND THE		Disabled Veteran	Exempt Volunteer Fireman		
		DATE OF BIRTH:	SOCIAL SECURITY NUMBER:		
ļ	Check Nature of Personnel Change	<u>Date Effective</u>	Action Necessary by Appointing Officer:		
	Permanent		Return report of Certification		
	Provisional		Attach application (MSD-330)		
A	Temporary	From: To:	State length of employment		
P P	Substitute	From: To:	Give facts under Remarks		
0	For Term of Office	From: To:	Give facts under Remarks		
I			Return report of Certification		
N T			Attach nomination		
M	Provisional Promotion		Attach application (MSD-330)		
E N	Non-Competitive Class		Submit this form only		
Т	Exempt Class		Attach application (MSD-330)		
S	Labor Class		Submit signed resignation		
T E	Resignation		Give effective date		
RT	Retirement		Indicate date		
MI	Deceased		Attach copy of proceedings		
N N	Removal		Give facts under Remarks		
A S	Layoff (Lack of Work or Funds)		Give facts under Remarks		
	Military Leave of Absence	- m	Give facts under Remarks		
	Other Leave of Absence	From: To:	Give facts under Remarks		
0	Transfer		Give facts under Remarks		
T H	Demotion Demotion		Give facts under Remarks		
E	Suspension		Give facts under Remarks		
R	Reinstatement				
С	Change in Classification		Give facts under Remarks		
H A	New Position		Submt form MSD-222		
N	X Change in Salary	06/12/16	Indicate new saalry		
G E	Change in Name		Give facts under Remarks		
s	Other		Give facts under Remarks		
Longevi	polovee Sworn in 6/12/15.	Appointing Officer Title Address	Chief of Police		
(TERT)	FICATE This certifies that the above		1		
1.		Ву			
	Law and Rules made in pursuance		1		
	to law. Subject to any limitation or				
. (D	ate) condition specified above.	Date			

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1	Power tall		DATE
İ	Report all personnel changes to this form Send ONE COPY prior to payroll affected by this ch	ange.	DATE
j	SUPPLEMENTARY PAYROLL CERTIFICATION A	AND	
70	REPORT OF PERSONNEL CHANGE	<u></u>	MONTH 09 DAY 23 YEAR 2015
TO:	Civil Service Commission	NAME OF EMPLOYEE:	
Ulica	Sivil Service Commission	Gracanin, Admi	r
FROM: (Check	<u> </u>	ADDRESS:	
DEPARTMEN			
	 Department	TITLE OF POSITION:	SALARY:
NAME AND T	ITLE OF LAST EMPLOYEE IN POSITION:	Police Officer	s 42,317
		Veteran	Non-Veteran
<u> </u>		Disabled Veteral	n Exempt Volunteer Fireman SOCIAL SECURITY NUMBER:
1		·	SOCIAL SECORITY NUMBER:
	Check Nature of Personnel Change	5.74.1	
-		<u>Date Effective</u>	Action Necessary by Appointing Officer:
			Return report of Certification
A	[m]		Attach application (MSD-330)
P	Temporary	From: To:	State length of employment
P	Substitute	From: To:	Give facts under Remarks
1	For Term of Office	From: To:	Give facts under Remarks
N T	Permanent Promotion		Return report of Certification
м	Provisional Promotion		Attach nomination
E	Non-Competitive Class		Attach application (MSD-330)
N T	Exempt Class		Submit this form only
s	Labor Class		Attach application (MSD-330)
т	Resignation		Submit signed resignation
E R T	Retirement	· · · · · · · · · · · · · · · · · · ·	Give effective date
MI.	□ Deceased		Indicate date
I O N N	Removal	 	· · · · · · · · · · · · · · · · · · ·
AS	Layoff (Lack of Work or Funds)		Attach copy of proceedings Give facts under Remarks
•	Military Leave of Absence		T."
	Other Leave of Absence	Pro-	Give facts under Remarks
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Ř	Reinstatement	<u> </u>	Give facts under Remarks
6			Give facts under Remarks
C H	Change in Classification		Give facts under Remarks
A	THE TOTAL CONTROL OF THE TOTAL		Submt form MSD-222
N G	- Charge It billing	10/1/15	Indicate new saalry
. E	Change in Name		Give facts under Remarks
S Smarke: (Continue	Other on back if necessary)	<u> </u>	Give facts under Remarks
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1% Conf	tract increase effective 10/1/15	ϵ	Man 1 11
New Em	ployee, Sworn in 6/12/15.	Appointing Officer	1 / M. M. Com
I TOW EIII			
		Address	Chief of Police
		Audress	
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	Law and Rules made in pursuance	•	
/B :	to law. Subject to any limitation or		
(Date	condition specified above.	Date	
			

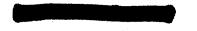
Report all personnel changes to this form Send ONE COPY prior to payroll affected by this change SUPPLEMENTARY PAYROLL CERTIFICATION AND REPORT OF PERSONNEL CHANGE MONTH 06 DAY 12 YEAR 2015 NAME OF EMPLOYEE: **Utica Civil Service Commission** Gracanin, Admir FROM: (Check only one) X City County Town Village or District DEPARTMENT: TITLE OF POSITION: SALARY: Police Department Police Officer \$ 41,898 NAME AND TITLE OF LAST EMPLOYEE IN POSITION: Veteran Disabled Veteran Exempt Volunteer Fireman DATE OF BIRTH: OCIAL SECURITY NUMBER: ID# 3555 Check Nature of Personnel Change Date Effective Action Necessary by Appointing Officer: × Permanent 6/12/15 Return report of Certification Provisional Attach application (MSD-330) Temporary P P O I To; State length of employment Substitute From: To: Give facts under Remarks For Term of Office From: To: Give facts under Remarks Permanent Promotion Return report of Certification Provisional Promotion Attach nomination E N T Non-Competitive Class Attach application (MSD-330) Exempt Class Submit this form only Labor Class Attach application (MSD-330) T E Resignation Submit signed resignation Retirement Give effective date Deceased Indicate date 10 NN Attach copy of proceedings Layoff (Lack of Work or Funds) Give facts under Remarks Military Leave of Absence Give facts under Remarks Other Leave of Absence To: Give facts under Remarks Transfer Give facts under Remarks Demotion Give facts under Remarks E R Suspension Give facts under Remarks Reinstatement Give facts under Remarks Change in Classification Give facts under Remarks New Position A N Submt form MSD-222 Change in Salary ndicate new saalry Change in Name Give facts under Remarks Other Remarks: (Continue on back if necessary) New Employee, Sworn in 6/12/15. Appointing Officer Title Address CERTIFICATE This certifies that the above valid until employment is in accordance with Ву Law and Rules made in pursuance to law. Subject to any limitation or (Date) condition specified above. Date

UTICA POLICE DEPARTMENT

Personnel Order



Issue date: 10/21/15	Subject: Assignment / Transfer Orders	P.O. 15-26
Issuing Authority Captain CS Kelly	Approved by: Chief M. Williams	



Will leave A Platoon Squad 1 on Monday November 9th, 2015. He will report to Lieutenant Sean Dougherty on Wednesday November 11th, 2015 at 0745hrs for assignment in B Platoon Squad 3.

Officer Admir Gracanin

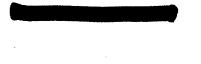
Will leave B Platoon Squad 3 on Monday November 9th, 2015. He will report to Lieutenant Byran Coromato on Tuesday November 10th, 2015 at 2345hrs for assignment in A Platoon Squad 1.

UTICA POLICE DEPARTMENT

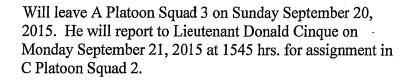
Personnel Order



Issue date: 09/16/15	Subject: Assignment / Transfer Orders	P.O. 15-21
Issuing Authority Captain CS Kelly	Approved by: Chief M. Williams	



Will leave C Platoon Squad 2 on Monday September 21, 2015. He will report to Lieutenant Brian Bansner on Tuesday September 22, 2015 at 1845 hrs. for a temporary assignment in the Tactical Unit.



Will leave the Training Unit on Monday September 21, 2015 at 1630 hrs.. He will report to Lieutenant Bryan Coromato on Tuesday September 22, 2015 at 2345 hrs. for assignment in A Platoon Squad 1.

Will leave the Training Unit on Monday September 21, 2015 at 1630 hrs.. He will report to Lieutenant Bryan Coromato on Tuesday September 22, 2015 at 2345 hrs. for assignment in A Platoon Squad 3.

Will leave the Training Unit on Monday September 21, 2015 at 1630 hrs.. He will report to Lieutenant Sean Dougherty on Tuesday September 22, 2015 at 0745 hrs. for assignment in B Platoon Squad 2.

Will leave the Training Unit on Wednesday September 16, 2015 at 1630 hrs.. He will report to Lieutenant Sean Dougherty on Friday September 18, 2015 at 0745 hrs. for assignment in B Platoon Squad 2.

Will leave the Training Unit on Monday September 21, 2015 at 1630 hrs.. He will report to Lieutenant Sean Dougherty on Tuesday September 22, 2015 at 0745hrs. for assignment in B Platoon Squad 2.

Officer Admir Gracanin

Will leave the Training Unit on Monday September 21, 2015 at 1630 hrs.. He will report to Lieutenant Sean Dougherty on Tuesday September 22, 2015 at 0745 hrs. for assignment in B Platoon Squad 3.

Will leave the Training Unit on Monday September 21, 2015 at 1630hrs. He will report to Lieutenant Sean Dougherty on Tuesday September 22, 2015 at 0745 hrs. for assignment in B Platoon Squad 3.



PROBATIONARY REPORT

To Appointing Officer:

- Please complete this form in triplicate:
 Forward original to the Civil Service Commission.
 Give one copy to the employee.
 Retain one copy for your files.

DATE THIS	REPORT DUE:	The Civil Service Commission	requires that this are at he	C1. 1
		of the probationary term Sec.	ledures that this report be	e filed two weeks prior to the end
EMPLOYEE'	S NAME: A	of the probationary term. See	OF Apportunity term end	s below.
	Adm:	Gracanin	OF APPOINTMENT:	1./10/15
SOCIAL SEC	URITY NUMBER	C V CCCC ((V)		6/12/13
•	The state of the s	PEPA	RTMENT OR AGENCY:	
STATUS/TITI	LE OF POSITION TO	THE PARTY OF THE P	DYOMYONIA	unca tolice De
	De l'Osmon, De	dice officer process	DICTIONAL CLASSIFIC	ATION:
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DATE PROBA	TIONARY TERM EN		,	
TE GATITODA CO	TORY WILLIAM	4/12/18		
IF SATISFACI	ORY, DATE PERMAI	NENT STATUS BEGINS:	1,01,1	
			1/13/16	
CERTIFICATE	OF APPOINTING OF	FICER:		
			•	
I hereb	y certify that the probat	ioner has been observed and it ha	s been found that the cond	uct canacity and fitness of the
probati	oner is:			and ittiess of the
	•			
	SATIFACTORY. Em	ployee will be retained as a perm	anent employee	
ノン	Employee has served ((Maximum) (Shortened) probatio	nary period.	
	winimum probationar	y period is usually eight weeks		•
	except in the case of the	ainee positions (12 weeks) and P	olice Officer (26 weeks)	
			•	•
	UNSATISFACTORY	. Employee will be discharged or	returned to prior permane	ent nosition
				ne position.
	Copy of le	etter to employee attached.		
	•		,	
•	Copy of le	etter to employee to be submitted.	ma a	~ . ~
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DEPARTMENT OF PUBLIC SAFETY

BUREAU OF POLICE

413 Oriskany Street West

Utica, New York 13502

11/9/15	

SUBJECT: 6 Week FTO Report: Admir Gracanin

TO: Chief of Police: Mark W. Williams

Recruit Officer Admir Gracanin has completed week 6 of the FTO Program. He also completed his 6 week Sgt. ride along on November 2, 2015. After reviewing all FTO sheets and his Sgt. ride along paperwork Recruit Officer Gracanin is progressing at an acceptable rate.

Recruit Officer Admir Gracanin has shown good improvement in his narratives during his time on the FTO program. He has is able to complete basic reports with little to no assistance from his FTO. He vocal about identifying VTL violations to FTO and proper enforcement was able to take place. He has good officer safety skills throughout his time on the FTO program.

Recruit Officer Admir Gracanin has shown improvement in his knowledge of the city streets and patrol zones, but needs to continue to learn in area. He has been resourceful when needing to locate a street he is not familiar with. He could use more exposure to completing Utica City Court Complaints, but this will come with time and experience.

I believe based on the FTO sheets and Sgt. ride along paperwork he is progressing in a positive manner and is where to be expected at this time in the FTO program.

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NAME:

New York State Division of Criminal Justice Services POLICE OFFICER REGISTRY ENTRY FORM - CERTIFICATION OF INITIAL EMPLOYMENT (Executive Law § 845)

SECTION I-I	REGISTRANT IN	IFORMATIO	N (To be co	mpleted by t	he registrant)					•
Were you previously a	Last Name		First Name	inplotod b)	-MI	ate of R	idh	Gender		Social Security Number*
police officer in NYS?	Graca	nin	Adn	nir				- CEIME		T GODIA CCOGNA NOTIDO
	Home Resid	iisa Addi			City State -710		_			0
Yes (No										County of Home Residence
Police Officer as defined	bu alkania wazalaria									
by NYS Criminal Procedure Law §1,20,	Different)	e Street Addre	ss (n	City, State	, Zíp	. `		Oity, C	rate, Cour	מוא סו שוומו לוו סמוסי יויבייייייי
	<u> </u>	··		<u> </u>						/
I am the person named ab true to the best true	ove. I understand that	information i	in Section I is pa	ert of a written st	atement that will be	present	ed to the	Division of Crir	ninal Justice	Services for filing, and I certify th
Signature	de dina tre	-								· · · · · · · · · · · · · · · · · · ·
							•			Date
Pursuant to the New	ete Personal Privaci	Protection Law	DC IS is nither	izad to colloist -						record. Personal identifying inform
on this form shall not be rev	ealed, released, trans	ferred, dissemina	ated or otherwise	e communicated	ersonal identifying it orally, in writing, or	ntormati r by elec	on as par tronic me:	or a public sa ans other than	ety agency i to the regist	record. Personal identifying inforr rant. Disclosure of personal ident
•			omaton shairn	or reacting file (ienial of any right, b	епепт, о	r privitege	•	•	
SECTION II-A	GENCY INFORM	VIATION (To	be complete	ed by the ch	ief law enforce	ment d	officer)			
Last Name			First Name			I	M	Title of Per	son Signin	g Section II
Williams			Mark		. •	- 1	w	Chief o	-	-
Name of Law Enforcement	ent Agency		·		· · · · · · · · · · · · · · · · · · ·		VV			∪ □
	Police Depa	rtmant.	•		•			Telepho		
	once Depa	minent.						315-2	223-34	100
Address				•	City, State	, ZIP			· · · · · · · · · · · · · · · · · · ·	•
413 O	riskany Str	reet W.			Utica,	NY.	13	502		
Type of Appointment	. 1	Background C	heck Conduc	ted	Residency Ve				Finger	orints submitted to DCJS
Full-time Part	-time	Ye	s i	No	Ye	es	N	,	1	Yes No
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							amed law	enforcement	gency. I un	nderstand that the information in Ige and belief. I understand I am
responsible or providing the re	agistrant with the requi	isite training pur	suant to §209-q	of the General	i Municipal Law.	eray un	aca is was	to the best of	my knowied	ige and belief. I understand I am
Signature	1	1111			,					Date / A //
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SECTION III-CI	VIL SERVICE IN	FORMATIO	N (To be co	moleted by t	he civil senice	office	· rfor all	rogiotronto	Euli or B	last tima\
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City of Utica Ci								Telephone		
	/// Service							315-79	12-022	2.7
Address					City, State, 2		•		,	
Kennedy Plaz			•		Utica ,	New	/Yor	k 1350	2	
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Police Officer - (
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am the civil service officer respo ection III is part of a written stat	onsible for certifying the ement that will be pres	e appointment of sented to the Divi	f individuals app ision of Criminal	earing on the pa	ayroll of the law enfo	orcemen	agency i	named in Sect	on II. I unde	erstand that the information in
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Kennedy Plaza					Utica, Ne	ew Y	ork 1	3502		
th of Office Date	Oath of Office	ce Title of the F	Registrant	··		•				
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Alexandra and a second										
						agency i	named in	Section II. Ti	e person na	amed in Section I has filed an oath tatement that will be presented to
Division of Criminal Justice Ser	ices for filing, and I co	ertify that it is true	person named II e to the best of n	ny knowledge a	nd belief.	uormatio	n in Sect	on IV is part o	ı a written s	tatement that will be presented to
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imoran

From:

mwilliams

Sent:

Monday, February 17, 2020 4:02 PM

To:

agracanin (Admir)

Cc:

enoonan; dcinque; hbrodt; Mayor; jmoran

Subject:

Re: Citizen Compliment

Officer Gracanin,

Last week I received a telephone call from a South On February 8, 2020 at around 3:40 am, you found her South on who was confused, laying in a snow bank near her home during the extreme cold weather conditions. Called to thank you for rendering help to her mother and credits you with possibly saving her life. Great job!

Megan, please place a copy of this email in Officer Admir Gracanin's personnel file.

Chief of Police Mark W. Williams



City of Utica Police Department

413 Oriskany Street West

Utica, New York 13502

Office Telephone: (315) 223-3400

E-mail address: mwilliams@uticapd.com

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Thursday, October 20, 2016

Chief Mark Williams Utica Police Department 413 Oriskany Blvd. Utica, NY 13502

From:

Dear Chief Williams:

The purpose of this letter is to share with you a very positive experience my husband and I had with contacting the Utica Police on Sunday October 9th during one of the most frightening experiences we have had since moving back to my home town of Utica 14 years ago.

About 4:30 a.m. Sunday morning October 9th my husband was awakened by a strange sounding noise at first he could not tell where the noise was coming from and he thought it might be that an animal had gotten in the house — my husband is a cancer survivor but has heart issues stemming from chemo therapy treatments and is not in the best of health.

He could see that our bathroom door (right off our bedroom) was closed and he knew he did not close it. He could now hear some noise coming from that room he forced open the door open up against a small built man wearing a black hoodie which was hanging very low — he could not see the man's face he grabbed him by the arm. At this point I awakened and go right up and saw my husband holding this man's arm and escorting him out toward our dining room the man broke loose of my husband's grip on his arm and we couldn't see exactly where he went but he was headed toward the kitchen — one of the ways out of the house is through the door to our kitchen which leads to both our cellar and outside side entrance door. I always check all three doors leading to the outside of our house for some reason that night I was extra tired and must have forgotten to lock the side entrance door!

We called 911 and explained the situation they summoned the police for us and stayed on the phone with us until the officers came (which was very quickly) and checked the outside of the house and then came to our front door. There were 2 officers that came initially I wish I could, have gotten their names one male and one female they were so nice and calming and reassuring. I told them I was concerned that the man may have gone down into the basement. They called for another officer to come which he did right away and gun in hand he checked our basement. Thank God no one was there.

We found a screw driver in the driveway next to one of the basement windows and noticed the screen was cut. We didn't notice anything missing in our house at that point.

That evening my husband was suffering from terrible leg cramps and I went in the bathroom to get one of his muscle relaxer pills and noticed the bottle was empty, then I checked his nausea pill bottle it was empty, same thing with his anti-anxiety and pain pills. I just couldn't believe it the man must have been after his drugs! I called the police dept. back and told them what happened and they sent Officer Schiavi (not sure if I am spelling this correctly) to take photos of the bottles and he checked for finger prints on the drawer where the pill were stored. He was very polite and understanding of all that happened to us.

Captic Helic Eric Weir SI GARNE Joshua Harmotor Matthew Schini Admir GRACKNIN I needed to get a copy of the police report to help me be able to replace my husband's prescriptions and I ended up speaking with Investigator Gary Taurisani from the Burglary unit. He was a tremendous help in reaching the goal of getting this report in my hands. When I arrived at the records department and learned that the report had not yet been completed Investigator Taurisani took it upon himself to make sure it was completed and delivered a copy to me the same day! I was so thrilled that now I could complete the task of getting my husband's prescriptions replaced we were leaving for a trip to visit my elderly Uncle in in 4 days and I didn't want him to be without his medicine.

I wanted to take the time to congratulate you on the swiftness of action that took place and the compassion and professionalism that we were shown by your team members.

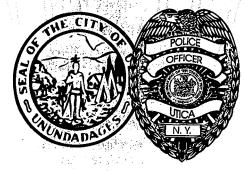
We are very grateful that no one was hurt and that we were able to retrieve his medicine in a timely manner thanks to everyone who worked with us.

I hope you will share this letter with whoever is responsible for the wonderful people who handled our case and all the people involved that came to our aid we are so grateful to





UTICA, NEW YORK



Certificate of Commendation

HONORABLE SERVICE

Awarded to

SERGEANT FRANK SCARCHILLI, OFFICER FREDERICK BRUZZESE, OFFICER ADMIR GRACANIN and OFFICER DZEVAD BAJREKTAREVIC

On the morning of February 9, 2017, at approximately 4:30 a.m., officers were dispatched to the regarding a man sleeping on the floor in the common hallway of an apartment building. Information was gathered that there was a magazine from a handgun on the floor next to the sleeping man. Officers Admir Gracanin and Dzevad Bajrektarevic arrived on the scene and slowly approached the common hallway where they encountered the subject. Officers Gracanin and Bajrektarevic observed a loaded magazine next to this man and engaged him in conversation. Sergeant Frank Scarchilli and Officer Frederick Bruzzese arrived on scene and together they stood the man to his feet and Officer Bruzzese secured him. Officer Gracanin then located a loaded 9mm, semi-automatic handgun in the right jacket pocket of this man with the magazine removed. Officer Bruzzese continued searching this man and located felony drugs in another jacket pocket.

The professional skills and teamwork displayed by all of the officers resulted in removing a dangerous individual in illegal possession of a weapon and felony drugs from the streets of our city. Their calm and professional actions in a dangerous situation give testimony to the bravery and determination of these officers. They are a credit to themselves and to the Utica Police Department.

Dated: May 25, 2017

Mark W. Williams, Chief of Police

State of New York

Division of Criminal Justice Services

Municipal Police Training Council

Hereby Acknowledges and Declares that

Admir Gracanin

has successfully completed a course equivalent to the

Basic Course for Police Officers Course

which satisfies the minimum criteria established by the Municipal Police Training Council Mohawk Valley Police Academy
Utica, New York

August 10, 2015 February 12, 2016

Pradly file

Ronald G. Spike Chairman Municipal Police Training Council

phas

Michael R. Wood
Deputy Commissioner
Division of Criminal Justice Services.

Division of Criminal Justice Services State of New York

Hereby Acknowledges and Declares that

Admir Gracanin

has attended the

Opioid Overdose and Intranasal Naloxone Training for Law Enforcement Course

given under the auspices of the

Mohawk Valley Police Academy Utica, New York June 29, 2015

York Division of Criminal

nhal

Michael R. Wood Deputy Commissioner

Utica Police Department

Professional Standards

Officer Disciplinary History

Police Officer Admir Gracanin [3555/2015000000018]

Part I - Personal Information

Name: Police Officer Admir Gracanin

: 2015000000018 Badge No. Hire Dt: 06/12/2015

Department: Patrol Division Bureau: Uniformed Patrol Division: Uniformed Patrol

Part II - Discipline History

EF2020-0042 E-File

General Rule Violation: Jun 3, 2020: Letter of Counseling - [Action/discipline completed]

This is to inform you that Officer Admir Gracanin was issued a counseling memo for

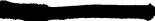
- 1.14 PERFORMANCE AND ATTENTION TO DUTY:
- V. Performance of Duties;
- 1. Employees shall not neglect their duty
- 4. Nonfeasance is prohibited

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office.

Lt. Murphy

General Rule Violation 06/03/2020 [General Rule Violation] - Conduct atten to duty Jun 3, 2020

Printed: Oct 23, 2020 09:21



Concise OfficerStacked Incidents Listing

Police Officer Admir Gracanin [3555/2015000000018]

: 2015000000018 Hire date: Jun 12, 2015

Current assignment(s):

Department: Patrol Division Bureau: Uniformed Patrol Division: Uniformed Patrol

Incidents Listing ------

Received Dt IA No Incident type Involved Citizens

Acc Lev Involved

Officers

Jul 06, 2017 FD2017-07 Officer Admir Gracanin

Firearm discharge

Police

On 07/06/17 P.O. Admir Gracanin dispatched a severely wounded deer on South Park Dr near the Hills Dr. He utilized the shotgun in Car 56 and shot the deer one time with no ancillary issues. P.O. Gracanin replaced the spent round and the weapon

was returned to service. A UOF packet will be completed.

Jul 06, 2017 UOF2017-0086 Officer Admir Gracanin

Use of force

Police

On 07/06/17 P.O. Admir Gracanin dispatched a severely wounded deer on South Park Dr near the Hills Dr. He utilized the shotgun in Car 56 and shot the deer one time with no ancillary issues. P.O. Gracanin replaced the spent round and the weapon was returned to service. A UOF packet will be completed.

May 08, 2018 . UOF2018-0052 Officer Pernell Wadley

Use of force

Police

Officer James V Giruzzi

Police

Police

Officer Zachary A Ciotti

Police

Officer Admir Gracanin

On 05/08/18 at 507 hours several units responded to in which the victim was shot several times with a BB gun. Car 57 P.O. Wadley, Car 51 P.O. Ciotti and Car 56 P.O. Giruzzi and P.O. Gracanin arrived on scene and located the victim and the suspect on the second floor. During the course of interviewing attempted to jump out of a 2nd floor window. The officers all pulled back into the apartment where he was brought to the floor and handcuffed. While at headquarters, stated he had groin pain and was concerned because he had surgery on one of his testicles in the past. He was transported to St Elizabeth's Hospital for evaluation. Photographs of were taken prior to his transport. BWC footage will be tagged from all involved officers. The UOF Investigation has been initiated and logged.

Dec 15, 2019 UOF2019-0174 Use of force

Police

Officer Admir Gracanin

Frank Jr. Denigro

Police

Officer Kyle D. Fee

On December 15, 2019 around 0145 hrs PO Gracanin and Fee were dispatched to the area of Burrstone Rd and Sunset Ave. for an intoxicated party in the roadway. Initially this appeared to them as a case where they could just help the above named individual, Frank Denigro home but he resisted any help and only continued

putting his own life in danger by stumbling and falling in the roadway. Officers then decided to have UFD respond for a transport for 22.09. While UFD was en-route they tried to get Denigro up and out of the roadway. Denigro became aggressive and grabbed Gracanin by the arm alarming him. Denigro then attempted to pull away and became belligerent so he was taken to the ground for better control and officer safety. This concluded all use of force in this incident. Denigro was transported to the station and charged with Harassment and Resisting Arrest.

Jun 03, 2020 EF2020-0042 Officer Admir Gracanin

E-File

5 Police

All,

This is to inform you that Officer Admir Gracanin was issued a counseling memo for

- 1.14 PERFORMANCE AND ATTENTION TO DUTY:
- V. Performance of Duties;
- Employees shall not neglect their duty
 Nonfeasance is prohibited

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office.

Lt. Murphy

Jun 25, 2020 UOF2020-0095 Use of force Police Officer Matthew D Schiavi David R May Police Officer Admir Gracanin

Created to document UOF incident.

Jun 25, 2020 UOF2020-0096 Use of force Police Officer Matthew D Schiavi David R May Police Officer Admir Gracanin Kimberly M Zurek

Created to document UOF incident.

Jul 14, 2020 FR2020-0004 Foil Request Police Officer Matthew D Schiavi David R May Police

Officer Admir Gracanin

On 7/14/20, I, Sgt. Rios was made awawre of a Foil Request Submission from a Mr. D. May.

Mr. May is incarcerated at OCJ at this time pending his hearing, all Rosario materials have been provided to the D.A s office in this matter and should have been provided to May through his attorney. ADA K. Sudekow as advised and per Public Officers Law 87 2eii exempts PD from duplicationg request.

Report summary: totals by incident type:

Incident type	Received
Anonymous Background Investigation Department Discipline Discretionary arrest	0 0 0 0
Drug test	0
E-File	1

External/Citizen	0
Firearm discharge	1
Foil Request	1
Forced entry	0
Generic incident	0
Integrity test	0
Internal/Department	0
K9 Utilization	0
Notice of Claim	0
Personnel Complaints	0
Show of force	0
Stop	. 0
UPD Damaged Prop Car/Equip	0
Use of force	5
Vehicle accident	0
Vehicle pursuit	0
Total	8

Printed: Oct 23, 2020 09:21

E-File IA No: EF2020-0042 Received: Jun 03, 2020 08:24

Case No:

Officers involved:

Police Officer Admir Gracanin [3555/201500000018]

Officer current info:

Department: Patrol Division Bureau: Uniformed Patrol Division: Uniformed Patrol

Snapshot - Officer information at time of incident:

: 2015000000018 Body worn camera: N/A Department: Patrol Division Bureau: Uniformed Patrol Division: Uniformed Patrol

Squad: A-1

Unit: Uniformed Partol Squad A-1

Shift: A Platoon Rank/title: Police Officer

Age: Years of employment: 4 Years with unit:

Off duty: No Off duty employed: No

Policy outcome: Not yet entered

Allegations:

Unsatifactory Performance - Chapt 4 Art 1 / 1.14 Jun 04, 2020 Sustained

Actions taken:

General Rule Violation: Jun 03, 2020 - Letter of Counseling Days/hrs suspended/assessed: - [Action/discipline completed]

This is to inform you that Officer Admir Gracanin was issued a counseling memo for

- 1.14 PERFORMANCE AND ATTENTION TO DUTY:
- V. Performance of Duties;
- 1. Employees shall not neglect their duty
- 4. Nonfeasance is prohibited

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office.

Lt. Murphy

Charges:

General Rule Violation 06/03/2020 [General Rule Violation] - Conduct atten to duty Jun 03, 2020

Hearings:

Field Level Counseling 06/03/2020

Summary:

All,

This is to inform you that Officer Admir Gracanin was issued a counseling memo for

- 1.14 PERFORMANCE AND ATTENTION TO DUTY:
- V. Performance of Duties;
- 1. Employees shall not neglect their duty
- 4. Nonfeasance is prohibited

A signed copy of the counseling memo will be forwarded to you. A signed copy was also placed in the Officer's personal file in the Chief's Office.

Lt. Murphy

When/where:

Date/time occurred:

Linked files:

email notice - Officer Admir Gracanin Counseling Memo (msg) Copy of Counseling Admir Gracacin (pdf)

Status/assignment information:

Status: Completed Priority: Medium

Opened: Assigned: Due: Completed: 06/04/2020

Disposition: Sustained

Unit assigned: Patrol Division Handled at field/unit level: Yes

Outside/file investigator: Murphy, Michael B Lieutenant [200400000029 / 5913]

Investigator assign: Un-assigned Supervisor assign: Un-assigned Source of information: Email

Organizational component(s):

Department: Patrol Division Bureau: Uniformed Patrol Division: Uniformed Patrol

Squad: A-1

Unit: Uniformed Partol Squad A-1

Shift: A Platoon

04, 2020 at 05:0

Critical incident related

Training Course Summary

Course Information						
Course NO 2016000000007	Title 2015 December In-Service-Active Shooter	Type In Service oter	Credits 0.00	Prerequisites Hours Course 1 8.00	sites Course 2	Comments
Course Schedule						
Schedule						
Class ID	Start Date/Time 12/01/2015 08:00		Company		Course Location	
	12/03/2015 08:00	12/03/2015 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	12/07/2015 08:00	12/07/2015 16:00				
	12/07/2015 08:00	12/07/2015 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	12/09/2015 08:00	12/09/2015 16:00				
	12/11/2015 08:00	12/11/2015 16:00				
1 1 1 1 1 1 1 1 1	12/11/2015 08:00	12/11/2015 16:00				
	12/17/2015 08:00	12/17/2015 16:00				
	12/17/2015 08:00	12/17/2015 16:00	1			
	12/17/2015 08:00	12/17/2015 16:00				
			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
Instructor		Reserve Date	Course Category	ory Serial ID	Notes	
		-				

Page 2 of 31

Training Course Summary

Print Date: October 23, 2020

		Comments	
		Öl 	
		Course 2	
	Prerequisites	Hours Course 1 8.00	
		Credits 0.00	
		٠.	
		<u>Type</u> In Service	
	i	<u>Title</u> 2016 Active Shooter inService	
Course Information	:	Course NO 2016000000031	Course Schedule

Course Location

Company

End Date/Time 04/05/2016 16:00 04/07/2016 16:00

Start Date/Time

Schedule Class ID Notes

Serial ID

Course Category

Reserve Date

Instructor

04/11/2016 16:00 04/13/2016 16:00 04/15/2016 16:00 04/21/2016 16:00

04/21/2016 08:00

04/05/2016 08:00 04/07/2016 08:00 04/11/2016 08:00 04/13/2016 08:00 04/15/2016 08:00

Page 3 of 31

Training Course Summary

Course Information						
ON desired	Ç i	i F		Prerequisites	isites	
201700000004	2016 December Inservice In Service	vice In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Active Shooter Training
Course Schedule	-					
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
	12/05/2016 08:00	12/05/2016 16:00				
	12/05/2016 08:00	12/05/2016 16:00	 			
i 1 1 1 1 1 1 1 1 1	12/07/2016 08:00	12/07/2016 16:00	; ; ; ; ; ; ;			
	12/07/2016 08:00	12/07/2016 16:00				
	12/09/2016 08:00	12/09/2016 16:00	 	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
1 1 1 1 1 1 1 1 1 1	12/15/2016 08:00	12/15/2016 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	12/19/2016 08:00	12/19/2016 16:00				
Instructor		Reserve Date	monoto Desired			
			Course Calego	oeriai ID	Notes	

Page 4 of 31

Print Date: October 23, 2020

Training Course Summary

	Comments Domestic Violence-Legal Updates-JAU updates-Debour Doctrine-Work placce violance /Sexual	harassment																					
	Course 2					Course Location																	
	Hours Course 1 8.00														1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1								
	Credits 0.00					Company				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1					 		! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! !	1				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
	<u>Type</u> e In Service					End Date/Time 01/06/2016 16:00	01/06/2016 16:00	01/06/2016 16:00	01/08/2016 16:00	01/08/2016 16:00	01/08/2016 16:00	01/14/2016 16:00	01/14/2016 16:00	01/14/2016 16:00	01/18/2016 16:00	01/18/2016 16:00	01/18/2016 16:00	01/22/2016 16:00	01/22/2016 16:00	01/22/2016 16:00	01/28/2016 16:00	01/28/2016 16:00	01/28/2016 16:00
	Title 2016 January In Service Workplace Violanve/Sexual					Start Date/Time 01/06/2016 08:00	İ	01/06/2016 08:00	i i	01/08/2016 08:00	01/08/2016 08:00		01/14/2016 08:00	01/14/2016 08:00	01/18/2016 08:00	01/18/2016 08:00	i	i	01/22/2016 08:00	01/22/2016 08:00	01/28/2016 08:00	1	01/28/2016 08:00
Course Information	Course NO 2016000000015			Course Schedule	Schedule	Class ID	! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! !						1 1 1 1 1 1 1 1 1		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1	1 1 1 1 1 1 1 1 1	1 1 1 1 1 1		1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		

Page 5 of 31

Training Course Summary

Print Date: October 23, 2020

Use of Force / Legal Updates / Infectious Disease / Performance Evaluation Training for Supervisors Comments Course Location Course 2 Notes Notes **Prerequisites** Course 1 Serial ID Serial ID Hours 0.00 Course Category Course Category Credits 0.00 Company Reserve Date Reserve Date 10/20/2016 16:00 10/24/2016 16:00 10/18/2016 16:00 End Date/Time 10/04/2016 16:00 10/14/2016 16:00 10/28/2016 16:00 In Service Type Title 2016 October Inservice 10/24/2016 08:00 10/04/2016 08:00 10/14/2016 08:00 10/18/2016 08:00 10/20/2016 08:00 10/28/2016 08:00 Start Date/Time Course Information Course Schedule 2017000000005 Instructor Instructor Class ID Schedule Course NO

Page 6 of 31

Training Course Summary

Course Information						
				Prerequisites	sites	
Course NO 2017000000003	<u>Title</u> 2016 September Inservice-DefTac	<u>Type</u> In Service	<u>Credits</u> 0.00	Hours Course 1 8.00	Course 2	Comments Verbal Judo, DT, Leads On-Line, Propert Collection City Marhall Supervisor training
Course Schedule						
Schedule						
<u>Class ID</u>	Start Date/Time	End Date/Time	Company		Course Location	
	09/06/2016 08:00	09/06/2016 16:00			1	
1 1 1 1 1 1	09/08/2016 08:00	09/08/2016 16:00				
	09/12/2016 08:00	09/12/2016 16:00	! ! ! ! ! ! ! ! !			
; ; ; ; ; ; ;	09/14/2016 08:00	09/14/2016 16:00				
	09/16/2016 08:00	09/16/2016 16:00]			
	09/22/2016 08:00	09/22/2016 16:00				
Instructor		Reserve Date	Course Category	2 Serial ID	Notes	

Page 7 of 31

Training Course Summary

Course Information						
				Prerequisites	sites	
Course NO 2016000000030	Title 2016 TASER InServ ice	Type In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments
Course Schedule						
Schedule						
Class ID	Start Date/Time 02/05/2016 08:00 0	End Date/Time 02/05/2016 16:00	Company		Course Location	
1 1 1 1 1 1 1 1	02/09/2016 08:00 0	02/09/2016 16:00				
	02/15/2016 08:00 0	02/15/2016 16:00				
	02/17/2016 08:00 0	02/17/2016 16:00				
	02/19/2016 08:00 0	02/19/2016 16:00				
	02/25/2016 08:00 0	02/25/2016 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Instructor		Reserve Date	Course Category	Y Serial ID	Notes	

Page 8 of 31

Training Course Summary

2020 Title 2017 April In-Servic 204/10/2017 08:00 04/18/2017 08:00 04/20/2017 08:00		Prerequisites	Type Credits Hours C		End Date/Time Company Course Location	į	0 04/20/2017 16:00		Reserve Date Course Category Serial ID Notes
	Print Date: October 23, 2020		<u>Title</u> 2017 April In-Service			į	04/20/2017 08:00 04/2	04/24/2017 08:00 04/2	

Page 9 of 31

Training Course Summary

Course Information						
				Prerequisites	isites	
Course NO 20180000000002	Title 2017 December Inservice/Active Shooter	Type In Service ter	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Training conducted art DHS by Inv Joe Amerosa
Course Schedule						
Schedule						
<u>Class ID</u>	Start Date/Time 12/04/2017 08:00	End <u>Date/Time</u> 12/04/2017 16:00	Company		Course Location	
	12/06/2017 08:00	12/06/2017 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! !		
	12/08/2017 08:00	12/08/2017 16:00				
	12/12/2017 08:00	12/12/2017 16:00				
	12/14/2017 08:00	12/14/2017 16:00				
	12/22/2017 08:00	12/22/2017 16:00				
					1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
Instructor		Reserve Date	Course Category	N Serial ID	Notes	

Page 10 of 31

Training Course Summary

Course Information						
	·			Prerequisites	sites	
201700000043	2017 in-service Taser/Defensive Tactics	Type In Service	Credits H	Hours Course 1 8.00	Course 2	Comments In-Service instructors Sgt. S Berger, Inv Paladino, Inv Amerosa, Sgt. Wooden, Sgt. Laurev
Course Schedule						
Schedule						
Class ID	Start Date/Time 05/02/2017 08:00	End Date/Time 05/02/2017 16:00	Company		Course Location	
	-	05/08/2017 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1		
	!	05/10/2017 16:00				
	05/16/2017 08:00	05/16/2017 16:00				
	05/18/2017 08:00	05/18/2017 16:00				
	05/22/2017 08:00	05/22/2017 16:00				
Instructor		Reserve Date	Course Category	Serial ID	Notes	

Page 11 of 31

Training Course Summary

Course Information					
	į		ā	Prerequisites	
201700000007	2017 January In-Service	Type ce In Service	Credits Hours Course 1 0.00 8.00	Lise 1 Course 2	Arrest Diversion/ DV/ NARCO/ Workplace Violence/Sexual
					rangement of the court Procedures
Course Schedule Schedule					
Class ID	Start Date/Time 01/20/2017 08:00	End Date/Time 01/20/2017 16:00	Company	Course Location	
	01/24/2017 08:00	01/24/2017 16:00			
	01/26/2017 08:00	01/26/2017 16:00			
Instructor		Reserve Date	၂ တ	ID Notes	

Page 12 of 31

Training Course Summary

Course Information						
	i			Prerequisites	isites	
2018000000036	11tle 2018 April In Service/EVOC	Type In Service	Credits 0.00	Hours Course 1	Course 2	Comments EVOC Instructors: Geddes, Berger, Howe, Grande, Acquaviva
Course Schedule						
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
1 1 1 1 1 1 1	04/09/2018 08:00	04/09/2018 16:00				
	04/17/2018 08:00	04/17/2018 16:00	1 1 1 1 1 1 1 1 1 1			
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	04/19/2018 08:00	04/19/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	04/23/2018 08:00	04/23/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
1	04/25/2018 08:00	04/25/2018 16:00	1			
	04/27/2018 08:00	04/27/2018 16:00	1 1 1 1 1 1 1 1 1 1			
				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Instructor		Reserve Date	Course Category	ory Serial ID	Notes	

Page 13 of 31

Training Course Summary

Course Information						
		-		Prerequisites	isites	
Course NO 2019000000005	Title Type 2018 December Inservice In Service	Type vice In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Active Shooter/ Inv Amerosa
Course Schedule Schedule						
Class ID	Start Date/Time		Company		Course Location	
	12/03/2018 08:00	12/03/2018 16:00				
	12/07/2018 08:00	12/07/2018 16:00				
	12/11/2018 08:00	12/11/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	12/17/2018 08:00	12/17/2018 16:00				
	12/19/2018 08:00	12/19/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	,		
	12/21/2018 08:00	12/21/2018 16:00				
					1	
Instructor		Reserve Date	Course Category	Υ Serial ID	Notes	

Page 14 of 31

Training Course Summary

Course Information	•					
;				Prerequisites	isites	
Course NO 20180000000009	Title Type 2018 February In-Service In Service	Type vice In Service	Credits 0.00	Hours Course 1 0.00	Course 2	Comments CPR/Cultural Diversity/Workplace Violence-Sexual Harassment
Course Schedule						
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
. !! !! !! !!	02/02/2018 08:00	02/02/2018 16:00				
] -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1 -1	02/06/2018 08:00	02/06/2018 16:00	·	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	02/08/2018 08:00	ı	· · · · · · · · · · · · · · · · · · ·			
	02/12/2018 08:00	02/12/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	02/16/2018 08:00	!	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	02/22/2018 08:00	02/22/2018 16:00				
Instructor		Reserve Date	Course Category	γ Serial ID	Notes	

Page 15 of 31

Training Course Summary

Course Information						
;	į			Prerequisites	sites	
201800000001	2018 January Inservice UOF/Person With Diss.	<u>Type</u> In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Use of Force and Person with dissabilities.
Course Schedule						
Schedule						
Class ID	Start Date/Time 01/03/2018 08:00	End Date/Time 01/03/2018 16:00	Company		Course Location	
1	01/05/2018 08:00	01/05/2018 16:00				
	i I	01/09/2018 16:00				
	1	01/11/2018 16:00				
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		01/19/2018 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	01/25/2018 08:00	01/25/2018 16:00	1 [[
		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Instructor		Reserve Date	Course Category	NY Serial ID	Notes	

Page 16 of 31

Training Course Summary

Course Information						
:				Prerequisites	iisites	
Course NO 2019000000004	Title Type 2018 September Inservice In Service	Type rvice In Service	Credits 0.00	Hours Course 1	Course 2	<u>Comments</u> Firearms/ Inv Amerosa
Course Schedule						
Schedule						
Class ID	Start Date/Time 09/10/2018 08:00	End Date/Time 09/10/2018 16:00	Company		Course Location	
	09/14/2018 08:00	09/14/2018 16:00				
	09/18/2018 08:00	09/18/2018 16:00				
	09/20/2018 08:00	09/20/2018 16:00		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	09/24/2018 08:00	09/24/2018 16:00	! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! !			
	09/28/2018 08:00	09/28/2018 16:00				
Instructor		Reserve Date	Course Category	N Serial ID	Notes	
				•		

Page 17 of 31

Training Course Summary

Course Information						
	; i			Prerequisites	sites	
201900000007	1 itile 2019 Feb Inservice	<u>Type</u> In Service	0.00	Hours Course 1 8.00	Course 2	<u>Comments</u> Legal Updates/ Alcohol awareness/ EAP services
Course Schedule						
Schedule						
<u>Class ID</u>	Start Date/Time 02/05/2019 08:00	End Date/Time 02/05/2019 16:00	Company		Course Location	
	02/07/2019 08:00	02/07/2019 16:00				
	02/11/2019 08:00	02/11/2019 16:00		1 1 1 1 1 1 1 1 1 1 1		
	02/15/2019 08:00	02/15/2019 16:00	1 1 1 1 1 1 1 1 1 1 1			
	02/21/2019 08:00	02/21/2019 16:00		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	02/25/2019 08:00	02/25/2019 16:00	İ	i 		
				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Instructor		Reserve Date	Course Category	<u>Serial ID</u>	Notes	

Page 18 of 31

Training Course Summary

		Comments Infectious Disease (Phil Taurisano UFD)/Use of Force(LT Holt)/ DV/Work place violence/Sexual Harassment (PO Jess Dodge)											
	sites	Course 2			Course Location						Notes		
	Prerequisites	Hours Course 1 8.00									dorv Serial ID		
		Credits 0.00			Company	1					Course Category		
		Type In Service		· ·	End Date/Time 01/08/2019 16:00	01/10/2019 16:00	01/14/2019 16:00	01/16/2019 16:00	01/18/2019 16:00	01/24/2019 16:00	Reserve Date		
		Title 2019 January Inservice				! !		! !		01/24/2019 08:00			
Course Information		Course NO 20190000000003	Course Schodule	Schedule	Class ID				1 1 1 2 1 1 1		Instructor		

Page 19 of 31

Print Date: October 23, 2020

Training Course Summary

Course Information						
				Prerequisites	ites	
Course NO 2019000000031	Title 2019 May Inservice Firearms	<u>Type</u> In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Lead Instructor Inv. Amerosa
Course Schodule						
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
	06/08/2010 05:00				1	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	03/00/2019 03:00	00:51.8.107/90/50				
	05/10/2019 05:00	05/10/2019 13:00		 		
	05/16/2019 05:00	05/16/2019 13:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	05/20/2019 05:00	05/20/2019 13:00				
	05/24/2019 05:00	05/24/2019 13:00		 		
Instructor		Reserve Date	Course Category	ory Serial ID	Notes	

Page 20 of 31

Training Course Summary

	Credits Hours Course 1 Course 2 Comments 0.00 8.00 B.00 No B.00		<u>Course Location</u>						Course Category Serial ID Notes	
	Type ice In Service		End Date/Time Company 11/04/2019 16:00	11/08/2019 16:00	11/12/2019 16:00	11/14/2019 16:00	11/18/2019 16:00	11/22/2019 16:00	Reserve Date	
	<u>Title</u> 2019 November inservice defensive Tac		Start Date/Time 11/04/2019 08:00	11/08/2019 08:00	11/12/2019 08:00	11/14/2019 08:00	11/18/2019 08:00	11/22/2019 08:00		
Course Information	Course NO 201900000000000000000000000000000000000	Course Schedule Schedule	Class ID	1					Instructor	

Page 21 of 31

Training Course Summary

Course Information						
Course NO 20200000000002	<u>Title</u> 2020 February in-service In Service	Type rice In Service	Credits 0.00	Prereque Hours Course 1	Prerequisites Ourse 1 Course 2	Comments CPR recert/ DV/ Workplace Violence/Sexual Harassment
Course Schedule		The state of the s				
Schedule						
<u>Class ID</u>	Start Date/Time 02/04/2020 08:00	End Date/Time 02/04/2020 16:00	Company		Course Location	ū
	02/10/2020 08:00	02/10/2020 16:00				
	02/12/2020 08:00	02/12/2020 16:00			*	
	02/20/2020 08:00	02/20/2020 16:00		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	***	
	02/24/2020 08:00	02/24/2020 16:00			• • • • • • • • • • • • • • • • • • • •	
	02/26/2020 08:00	02/26/2020 16:00				
Instructor		Reserve Date	Course Category	Ory Serial ID	Notes	

Page 22 of 31

Training Course Summary

Course Information						
,				Prerequisites	uisites	
Course NO 2019000000030	Title April 2019 Inservice	Type In Service	<u>Credits</u> 0.00	Hours Course 1 0.00	Course 2	Comments Cultural Awareness training Refugee center/ DWI SFST refresher
Course Schedule		7786				
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
	04/02/2019 08:00	04/02/2019 16:00			-	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	04/04/2019 08:00	04/04/2019 16:00		 		
	04/08/2019 08:00	04/08/2019 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			# 1
	04/12/2019 08:00	04/12/2019 16:00				
	04/18/2019 08:00	04/18/2019 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	04/22/2019 08:00	04/22/2019 16:00				
Instructor		Reserve Date	Course Category	orv Serial ID	Notes	
		•				

Training Course Summary

Course Information						
				Prerequisites	ites	
Course NO 2017000000067	<u>Title</u> August 2017 Inservice	<u>Type</u> In Service	Credits Hc 0.00	Hours Course 1 8.00	Course 2	Comments Legall Updates/Infectious disease/Supervisor training/CPTED/Purenit Dolloy
						folio tapon tota to formos
Course Schedule						
Schedule						
Class ID		End Date/Time 08/08/2017 16:00	Company		Course Location	
	! !	08/14/2017 16:00				
	!	08/16/2017 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	08/18/2017 08:00	08/18/2017 16:00		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	08/22/2017 08:00	08/22/2017 16:00				
	08/24/2017 08:00	08/24/2017 16:00				
Instructor		Reserve Date	Course Category	Serial ID	Notes	
				•		

Training Course Summary

Course Information						
				Prerequisites	sites	
Course NO 2017000000021	<u>Title</u> Feb 2017 Inservice Blue Courage	Type	Credits 0.00	Hours Course 1 8.00	Course 2	<u>Comments</u> Blue Courage/Officer Wellness Instructors: Capt Cinque and Sgt.
Course Schedule						
Schedule						
Class ID	Start Date/Time 02/07/2017 08:00	End Date/Time 03/07/2017 16:00	Company		Course Location	
	02/13/2017 08:00	02/13/2017 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	02/17/2017 08:00	!				
 	02/17/2017 08:00	!		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	02/21/2017 08:00	02/21/2017 16:00				
	02/23/2017 08:00	02/23/2017 16:00				
Instructor		Reserve Date	Course Category	ory Serial ID	Notes	

Page 25 of 31

Training Course Summary

Print Date: October 23, 2020

Course Information						
				Prerequisites	Se	
Course NO 2016000000053	Title Type Firearms 2016 in-service In Service	Type ce In Service	Credits 0.00	Hours Course 1 8.00	Course 2	<u>Comments</u>
- In the state of						
Course Schedule						
Schedule						
Class ID	Start Date/Time	End Date/Time	Company		Course Location	
Firearms	06/06/2016 08:00	06/06/2016 16:00				
Firearms	06/08/2016 08:00	06/08/2016 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
Firearms	06/10/2016 08:00	06/10/2016 16:00				
Firearms	06/14/2016 08:00	06/14/2016 16:00				
Firearms	06/16/2016 08:00	06/16/2016 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
Firearms	06/24/2016 08:00	06/24/2016 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			

Notes

Serial ID

Course Category

Reserve Date

Instructor

Page 26 of 31

Training Course Summary

Course Information						
:	i			Prerequisites	isites	
2017000000060	Title June 2017 Firearms w/ Use of Force Review	Type In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Inv Amerosa Lead Instructor- Oneida County Range
Course Schedule						
Schedule						
<u>Class ID</u>	Start Date/Time 06/05/2017 08:00	End Date/Time 06/05/2017 16:00	Company		Course Location	
	06/07/2017 08:00	06/07/2017 16:00				
	06/09/2017 08:00	06/09/2017 16:00				
	06/15/2017 08:00	06/15/2017 16:00		· ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! ! !		
	06/19/2017 08:00	06/19/2017 16:00				
	06/23/2017 08:00	I	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
Instructor		Reserve Date	Course Category	γ <u>Serial ID</u>	Notes	
	•					

Page 27 of 31

Training Course Summary

Course Information						
				Prerequisites	isites	
Course NO 2018000000045	Title JUne 2018 Inservice	Type In Service	Credits Ho	Hours Course 1 8.00	Course 2	Comments Infectious Disease, Barricaded Subject, Legal Updates, Raise the age
Course Schedule Schedule						
Class ID	Start Date/Time 06/04/2018 08:00	End Date/Time 06/04/2018 16:00	Company		Course Location	
	06/12/2018 08:00	06/12/2018 16:00		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	06/14/2018 08:00	06/14/2018 16:00				
	06/18/2018 08:00	06/18/2018 16:00				
	06/22/2018 08:00	06/22/2018 16:00				
Instructor		Reserve Date	Course Category	Serial ID	Notes	

Page 28 of 31

Training Course Summary

Course Information						
Course NO 2020000000026	Title June 2020 EVOC	Type In Service	Credits 0.00	Prereques Course 1	Prerequisites <u>course 1</u> <u>Course 2</u>	Comments
Course Schedule						
Schedule						
Class ID	Start Date/Time 06/03/2020 08:00	End Date/Time 06/03/2020 16:00	Company		Course Location	
	06/09/2020 08:00	06/09/2020 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	06/11/2020 08:00	06/11/2020 16:00		;		
	06/17/2020 08:00	06/17/2020 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	06/19/2020 08:00	06/19/2020 16:00		; f l l !		
	06/23/2020 08:00	06/23/2020 16:00				
	06/25/2020 08:00	06/25/2020 16:00		 	! 	
Instructor		Reserve Date	ourse Catego		Notes	

Training Course Summary

Course Information						
				Prerequisites	isites	
Course NO 2019000000029	Title June Inservice 2019	Type In Service	Credits 0.00	Hours Course 1 8.00	Course 2	Comments Narcan Refresher trainng/ Leads On-Line training/ Taserrecert
Course Schedule						
Schedule						
Class ID	Start Date/Time 06/07/2019 08:00	End Date/Time 06/07/2019 16:00	Company		Course Location	
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	06/11/2019 08:00	06/11/2019 16:00				
	06/13/2019 08:00	06/13/2019 16:00				
	06/17/2019 08:00	06/17/2019 16:00			•	
	06/21/2019 08:00	06/21/2019 16:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	06/27/2019 08:00	06/27/2019 16:00			1.1	
Instructor		Reserve Date	Course Category	Seria	Notes	

Training Course Summary

Course Information			Prerequisites	ites	
Course NO 2016000000006	Title October 2015 in-service	Type ce In Service	Credits Hours Course 1 0.00 8.00	Course 2	Comments Infectious dsiease-Dealing with difficult people-K9
Course Schedule Schedule Class ID	Start Date/Time 10/08/2015 08:00 10/28/2015 08:00 10/30/2015 08:00	End Date/Time 10/08/2015 16:00 10/28/2015 16:00 10/30/2015 16:00	Company	Course Location	
Instructor		Reserve Date	Course Category Serial ID	Notes	
Course Information	,				
Course NO 2016000000051	Title Roit Control & Civil Disturbance	<u>Type</u> In Service	Prerequisites Credits Hours Course 1 0.00 0.00	Course 2	Comments
oli bodo o comico					
Schedule					
Class ID Riot Control	Start Date/Time 05/03/2016 08:00	End Date/Time 05/03/2016 16:00	Company	Course Location	
Riot Control	05/09/2016 08:00	05/09/2016 16:00			
Riot Control	05/11/2016 08:00	05/11/2016 16:00			
Riot Control	05/19/2016 08:00	05/19/2016 16:00			
Riot Control	05/27/2016 08:00	05/27/2016 16:00			
Instructor		Reserve Date	Course Category Serial ID	Notes	

Page 31 of 31

Training Course Summary

Course Information						
				Prerequisites	sites	
Course NO 2020000000023	<u>Title</u> TASER inservice	<u>Type</u> In Service	Credits 0.00	Hours Course 1 4.00	Course 2	Comments
Course Schedule						
Class ID	Start Date/Time	End Date/Time	Company		مونئوم ا معرامي	
	04/03/2020 08:00	04/03/2020 12:00	1		Course Locanon	
	04/06/2020 08:00	04/06/2020 12:00				
	04/07/2020 08:00	04/07/2020 12:00				
	04/14/2020 08:00	04/14/2020 12:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
1 1 1 1 1 1 1 1 1	04/15/2020 08:00	04/15/2020 12:00	1 1 1 1 1 1 1 1 1 1 1			
	04/16/2020 08:00	04/16/2020 12:00] 			
	04/20/2020 08:00	04/20/2020 12:00	f			
	04/23/2020 08:00	04/23/2020 12:00	1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	04/24/2020 08:00	04/24/2020 12:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
	04/28/2020 08:00	04/28/2020 12:00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		
	04/30/2020 08:00	04/30/2020 12:00				
Instructor		Reserve Date	Course Category	Serial	Notes	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1