

SAN BERNARDINO COUNTY SHERIFF'S DEPARTMENT

FRANK BLAND REGIONAL TRAINING CENTER

18901 Institution Road, San Bernardino, CA 92407

REPORT WRITING



[Click for AOT Calendar](#)

COURSE FEE:

75.00

SBCSD Dept. Members:

Fee Waived

• Payment Options:

Major Credit Cards accepted in person or by phone

Agency check, cashier's check, or money order payable to S.B.S.D.

No personal checks or cash accepted

Mail check to:

PO Box 9037, San Bernardino, CA 92427

- POST CCN:2330-22703-21
- POST Plan: N/A

MAY 2ND, 2022
0800 TO 1700 HOURS

LEARNING TOPICS:

- Organization of the report
- Investigative questions to ask for the report
- Common errors and how to avoid them
- Chronology as needed for fluency of the report
- D.A. Assessment

COURSE DESCRIPTION:

This course provides an update on proper report writing techniques. It provides the skills needed to prepare a thoroughly written report. The course is designed for officers and deputies assigned to a patrol assignment to ensure personnel can prepare an articulate and factual case capable of being successfully filed and prosecuted.

Course Location: Frank Bland Regional Training Center

18901 Institution Rd. San Bernardino, Ca. 92407

➤ **Must be currently assigned to Patrol**

- Present appropriate ID upon arrival
- Dates and location are subject to change
- Casual business attire strictly enforced. No shorts, T-shirts, tanks, jeans, sandals, etc.

To register, use the Course Registration form located [HERE](#)

INFORMATION (909) 473-2695 / AOTRegistration@sbcasd.org