



**OFFICE OF THE DIRECTOR
THE UNIVERSITY OF TEXAS SYSTEM POLICE
POLICIES AND PROCEDURES MANUAL**



TITLE: PERFORMANCE EVALUATIONS FOR COMMISSIONED PEACE OFFICERS		
POLICY NUMBER: B-12	EFFECTIVE DATE: 04/01/06	RESCINDS / AMENDS: 09/01/04
RELATED LAWS:		RELATED STANDARD(S) / RULE(S):

I. PURPOSE:

To provide a system to measure employee performance against job requirements and to develop each employee's potential.

II. POLICY:

- A. The Performance Evaluation Report Form, DP 33 (copy attached), will be completed in its entirety by each commissioned officer's immediate supervisor and forwarded to the Chief of Police through the chain of command. In addition to an evaluation of the officer's performance, evaluations should document all disciplinary action imposed on the officer during the evaluation period.
- B. Upon completion of the initial six month probationary period following graduation from the Police Academy or employment by lateral entry, an evaluation will be completed on each commissioned officer. Thereafter, an evaluation will be completed annually. Additionally, evaluations are required on each officer upon completion of a promotional review period.
- C. Evaluations are to be submitted to the Office of the Director of Police within twenty (20) days of completion.

Roy R. Baldrige

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Director of Police