

## Job Description City of Owensboro

**Job Title:** *Police Officer (Full Time, including lateral transfers and Reserves)*  
**Effective Date:** **July 31, 2015; Rev. Sept. 2, 2016 ; Rev. Nov. 13, 2017**  
**Reporting Structure & Mission Statement:** Reports to Police Sergeant or as otherwise designated by management.  
Refer to City of Owensboro Annual Budget for organization chart and mission statement.

### Full Time Officer

**Designated Work Hours:** **Generally :**

**\*Public Safety Communications (PSC):** 7:00am – 4:00pm, Monday through Friday, with one (1) 15 minute morning and one (1) 15 minute afternoon break, and one (1) hour lunch 11:00am to 12:00noon.

**\*Investigations:** 8 :00am – 4 :30pm, Monday through Friday, with one (1) 15 minute morning and one (1) 15 minute afternoon break, and one thirty minute lunch 12 :00noon to 12 :30pm.

**\*Support Services** (other than PSC): Per assigned unit [Crime Prevention 7 :30am to 4 :00pm, Evidence Collection 6 :30am to 3 :00pm, Public Information 8 :30am to 5 :00pm, Training 7 :00am to 4 :00pm] with one (1) 15 minute morning and one (1) 15 minute afternoon break, and one meal period (30 or 60 minutes, as applicable) between the 3rd and 5th hour as time permits in the unit].

**\*Patrol:** Per assigned shift [i.e., Section A shift (6:30am to 3:00pm), Section B (2 :30pm to 11 :00pm), or Section C (10 :30pm to 7 :00am)] with two 15 minute breaks (1 per every 4 hour work period as time permits on the shift) and one thirty minute meal period between the 3rd and 5th hour of work as time permits on the shift.

This position may be required to work additional hours when necessary to perform job functions, as allowed by applicable law. Designated working hours are subject to change on a permanent or temporary basis.

### Reserve Officer

**Designated Work Hours:** Generally, as needed to fill in and/or assist above, as this is a part time position. Furthermore, reserve police officers will be scheduled less than 100 hr/mo on average. Because reserve officers will not be participating in the retirement system, they, unlike full time officers, (1) will not pay into retirement, and (2) will pay into social security. Furthermore, the state incentive check will not be applicable for reserve officers.

NOTE : This job description supersedes all existing job descriptions for this job classification and may not be amended without approval of the designated management. This job description, its contents, and its attachments are subject to change at any time, in accordance with applicable policy and law.

**Approved By:** Art Ealum, Chief of Police  
**Department Head or other Designated Management**

Josh Bachmeier, Human Resources Manager  
**Personnel Dept.**

### THE CITY EMPLOYEE CODE OF CITIZEN SERVICE:

Employees are expected to read and comply with The City Employee Code of Citizen Service, located in the Personnel Manual. For example, employees are expected to serve as role models for other City government employees. Positive communication, the desire to work toward resolving problems, objectivity, courtesy, customer service, professionalism, and the commitment to strive toward the City's best interests are expected from all employees. Negative behaviors such as, but not limited to, gossip, disrespect for others' privacy, failing to cooperate as a member of the team, discourteous behavior, divulging confidential information or relaying false information, poor customer service, and failing to abide by policies and procedures may be grounds for disciplinary action.

## JOB SUMMARY

Patrols assigned beat on foot or in/on appropriate police vehicle to: Control traffic, Prevent crime, Prevent disturbance of peace, Arrest violators. May be assigned to other units as well.

## ESSENTIAL DUTIES AND RESPONSIBILITIES may include the following and other duties as assigned.

### TASKS

(Frequency: Occasionally = estimated at less than 1/3 of the time; Frequently = estimated between 1/3 to 2/3 of time; Regularly = estimated at over 2/3 of the time)

Performs What Action?	To Whom or To What?	To Produce What?	Using What Tools?	With What Instruction or Direction?	At What Frequency?
<b>Provides law enforcement</b>	For the Owensboro Police Department and ultimately the citizens of Owensboro	To ensure productive, safe, efficient, and customer-oriented administration of City services	Using generally accepted law enforcement practices	Under the direction of designated management with applicable policies, procedures, laws, and regulations	Regularly

Examples of Actions may include, but are not limited to:

Primary Essential Function(s) include but not limited to:

- Refer to "Leadership/Training Responsibilities" section of this job description.
- Law Enforcement and Emergency responses include, but are not limited to: Crime prevention and suppression, community oriented policing, protection of life and property, fire and riot (civil disturbances), traffic direction, wrecks, safety, crossings, sign placement, etc., apprehension/prosecution of offenders, administer first aid, animal ordinance violations, processes and transports prisoners;
- General duties include, but are not limited to: Familiarize self with section, residents, and team policing concepts; prepare and submit reports, investigation findings, and training progress; maintain equipment and uniform in orderly manner; acts as good will ambassador between the Owensboro Police Department and schools; provides public service announcements; organizes and participates in community relations programs and community oriented policing projects; responds to radio calls; issues citations and seizes illegal substances; enforces all applicable laws and ordinance, policies and procedures, rules and regulations; assists the department in maintaining positive public relations and providing information on department operations and goals; assists the department in developing, maintaining, and implementing long range plans, annual objectives, and departmental budget; addresses employee and public issues, complaints, and requests;
- Training duties include, but are not limited to: arranging, providing, and completing individual and group sessions for field training officer program, health and safety practices, simulation exercises, employee orientation, investigation, interrogation, and surveillance techniques, evidence collection, fingerprinting, warrant requisitions, court procedures, first-aid, etc.;

Other Essential Function(s) include but not limited to:

- Carries out special projects

## LEADERSHIP / TRAINING RESPONSIBILITIES

All employees, regardless of rank, status, grade, or pay:

- shall serve as good role models; and
- shall adhere to the City Employee Code of Citizen Service; and
- shall take necessary safety precautions to ensure the safety of themselves and others; and
- shall undergo required training and cross-training; and
- shall cooperate as part of the team, and as such, assist and/or assume the duties/responsibilities of other employees when directed and/or as needed; and,
- shall exhibit strong customer service not only with the general public, but with our internal customers as well (i.e., other City employees); and

- shall ensure that those who report to them, if applicable, are adequately trained and cross-trained; and
- may be required to mentor, train, coach, and monitor other employees, volunteers, program participants, etc.

One of the primary responsibilities this job classification possesses is to serve in the following capacity:

(Check most suitable box below)

- Lead Employee (e.g., Crew Leader, Records Manager, etc.)
- Supervisor
- Manager or Deputy Director
- Director, Chief, or Higher Level position
- None of the Above

Check all that apply below as it pertains to such responsibilities, if applicable:

- Assigns work to staff
- Approves staff schedule
- Monitors staff
- Reviews work of staff
- Directs staff
- Participates in job interviews and the hiring process
- Recommends hiring/promotional selections
- Provides input to supervisor conducting performance evaluation
- Evaluates staff performance & signs as rater on standard performance evaluation form
- Recommends disciplinary action (counseling, warning, suspension, reduction in grade or pay, dismissal)
- After necessary consultation, addresses disciplinary concerns
- Resolves staff conflicts
- Develops staff members to their fullest potential
- Approves job descriptions, duties, etc.
- Enforces policies/procedures
- Enforces safety procedures, practices, and protocol
- Customarily and regularly directs the work of two or more employees working an average combined total of 80 or more hours per week
- Has Primary duty of the management of the department, division, facility, or unit  
(specify: \_\_\_\_\_)
- Other \_\_\_\_\_

**NON-ESSENTIAL DUTIES AND RESPONSIBILITIES** may include the following and other duties as assigned.

*Not applicable.*

**QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Items checked and/or stated below represent the knowledge, skill, ability, and/or characteristics required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE – RESERVE AND LATERAL TRANSFER OFFICERS (may include rehired officers) AND RESERVE OFFICERS PROMOTED TO FULL TIME OFFICERS**

*Reserves:*

- ◆ All POPS and other police requirements must be met as would be for a full time police officer. Typically, retired Owensboro Police Department officers are considered for these positions. However, the Chief may consider offering such position(s) to any other POPS certified officers from other employers.

*Lateral Transfers:*

- ◆ Lateral transfers shall be limited to officers who are "POPS" certified (and such certification must be portable) or POPS certifiable (and such certification must be obtained without having to attend the DOCJT Basic Training Academy);
- ◆ Candidates for lateral transfer must have at least 3 consecutive and current years full time law enforcement experience;

*Reserves Promoted to Full Time:*

- ◆ In the event of a full time vacancy, the Chief may select a reserve officer to fill the vacant full time police officer position.

**EDUCATION and/or EXPERIENCE – ALL OFFICERS, including RESERVE, LATERAL, and RESERVES PROMOTED TO FULL TIME OFFICER.**

*In the event required education/experience stated above for reserves, laterals, or reserves promoted to full time is more stringent than the below requirements, the more stringent of the requirements applies.*

Required at time of application (check all that apply):

No experience or education required

EDUCATION:

- High School diploma or GED
- 2-year Technical Degree                      Acceptable Major(s):
- 2-year Business College Degree            Acceptable Major(s):
- Associates Degree                                Acceptable Major(s): Job-related field\*
- Bachelors Degree                                Acceptable Major(s):
- Masters Degree                                    Acceptable Major(s):

AND  OR

EXPERIENCE:

- Work-Related Experience:  
    Minimum # of Years of Experience Required: 3 Years\*  
    Type of Experience Required: Full-time law enforcement experience.

**OR**

Other (specify): See (\*) below.

**OR**

Equivalent amount of education and/or experience is acceptable. See (\*) below.

(\*): Pursuant to the Police and Fire Personnel Procedures Manual, which shall supersede the requirements stated in this job description, "An applicant for the position of police officer is required to have an Associate's degree, or its equivalent, from an accredited college or university in law enforcement, social sciences, communications, management, or other field which is job-related, or two (2) years active duty military, or three (3) years law enforcement experience in a full-time capacity, or two (2) years telecommunicator experience with the Owensboro Police Department (i.e., Owensboro-Daviess County Central Dispatch) in a full time capacity, or an equivalent combination of job-related accredited college/university hours and prior law enforcement experience in a full-time capacity."

**Please list any education or experience that will be required after employment commences, and state how long the employee will have to meet this requirement (recommended not to exceed probationary period):**

*Not Applicable*

**Please list any education or experience that is preferred, but not required:**

Not Applicable.

**CERTIFICATES, LICENSES, REGISTRATIONS**

Required at time of application (check all that apply):

<input checked="" type="checkbox"/> Valid driver's license	<input type="checkbox"/> Certified Public Accountant (CPA)	<input type="checkbox"/> Professional Engineer (PE) <input type="checkbox"/> Land Surveyor
<input type="checkbox"/> Valid Commercial Driver's License <input type="checkbox"/> Class A <input type="checkbox"/> Class B <input type="checkbox"/> Class C <input type="checkbox"/> P endorsement <input type="checkbox"/> Hazmat	<input type="checkbox"/> CPR/First Aid / Rescue / First Response / Medical <input type="checkbox"/> Adult CPR <input type="checkbox"/> Child CPR <input type="checkbox"/> First Aid <input type="checkbox"/> Lifesaving <input type="checkbox"/> Water rescue <input type="checkbox"/> Safety Instructor <input type="checkbox"/> EMT <input type="checkbox"/> RN (Registered Nurse) <input type="checkbox"/> Other:	<input type="checkbox"/> Computer certifications <input type="checkbox"/> Novell CNE <input type="checkbox"/> Novell CNA <input type="checkbox"/> MSCE <input type="checkbox"/> A+ <input type="checkbox"/> Other
<input type="checkbox"/> Pesticide	<input type="checkbox"/> Notary Public	<input checked="" type="checkbox"/> Other: Must meet the minimum qualifications set forth in applicable provisions of the Kentucky Revised Statutes, POPS, Owensboro Municipal code, and Personnel Policy.

Please list any certificates, licenses, or registrations that will be required after employment commences, and state how long the employee will have to meet this requirement (recommended not to exceed probationary period):

Persons in this position shall obtain and maintain training and teaching certificates as required.

Please list any certificates, licenses, registrations that are preferred, but not required:

Not Applicable

**VEHICLES/EQUIPMENT:**

The employees in this job classification are required to safely and effectively inspect, drive, operate, maintain, repair, and/or work with the following vehicles and equipment:

(check all that apply)

<input type="checkbox"/> Riding Mower	<input type="checkbox"/> Non-CDL Pick-up Truck	<input type="checkbox"/> Rear loader garbage truck
<input type="checkbox"/> 4 wheel drive fairway mower	<input type="checkbox"/> Non-CDL Flatbed truck	<input type="checkbox"/> Front loader garbage truck
<input type="checkbox"/> Golf Cart	<input type="checkbox"/> Non-CDL Dump truck	<input type="checkbox"/> Side loader garbage truck
<input type="checkbox"/> Gator	<input type="checkbox"/> Large Non-CDL vehicle	<input type="checkbox"/> Man-lifts
<input type="checkbox"/> Zamboni	<input type="checkbox"/> Tractor	<input type="checkbox"/> Chipper
<input type="checkbox"/> Forklift	<input type="checkbox"/> Tractor with Lift	<input type="checkbox"/> Leaf vacuum
<input checked="" type="checkbox"/> Non-CDL small/regular sized vehicle/truck	<input type="checkbox"/> Tractor with bucket	<input type="checkbox"/> Small power tools
<input type="checkbox"/> CDL vehicle (specify):	<input type="checkbox"/> Aerial bucket truck	<input type="checkbox"/> Large power tools
<input type="checkbox"/> Pumper truck	<input type="checkbox"/> Knuckleboom	<input type="checkbox"/> Chainsaws
<input type="checkbox"/> Ladder truck	<input type="checkbox"/> Front-end Loader	<input type="checkbox"/> Ladder
<input checked="" type="checkbox"/> Police vehicle	<input type="checkbox"/> Tri-plex mower	<input type="checkbox"/> Backpack blower
<input checked="" type="checkbox"/> Other: Weapons, Taser, rescue equipment, Radios, and a variety of law enforcement equipment as needed	<input checked="" type="checkbox"/> Other: As assigned	<input type="checkbox"/> Other:

**COMPUTER SOFTWARE/HARDWARE:**

Employees in this job classification are required to effectively use the following, if provided:

(check all that apply)

<input checked="" type="checkbox"/> MS WINDOWS	<input checked="" type="checkbox"/> CCAR	<input checked="" type="checkbox"/> GROUPWISE	<input checked="" type="checkbox"/> INTERNET
<input checked="" type="checkbox"/> MS ACCESS	<input type="checkbox"/> COBOL	<input checked="" type="checkbox"/> AS400	<input checked="" type="checkbox"/> INTRANET
<input checked="" type="checkbox"/> MS WORD	<input type="checkbox"/> VISUAL BASIC	<input checked="" type="checkbox"/> PERSONAL COMPUTER AND RELATED EQUIPMENT	<input checked="" type="checkbox"/> GIS RELATED SOFTWARE/HARDWARE
<input checked="" type="checkbox"/> MS EXCEL	<input checked="" type="checkbox"/> OTHER: Mobile Data Terminal	<input checked="" type="checkbox"/> OTHER: Any software, CAD, hardware, etc. required for performing job functions	<input checked="" type="checkbox"/> OTHER: As assigned
<input checked="" type="checkbox"/> MS POWERPOINT	<input type="checkbox"/> OTHER:	<input type="checkbox"/> OTHER:	<input type="checkbox"/> OTHER:
<input checked="" type="checkbox"/> MS PUBLISHER	<input type="checkbox"/> OTHER:	<input type="checkbox"/> OTHER:	<input type="checkbox"/> OTHER:

**OTHER REQUIRED (K)NOWLEDGE, (S)KILLS, (A)BILITIES, AND (C)HARACTERISTICS (KSAC's):**

The KSACs described below represent those required to successfully perform the essential job functions. Others may be added.

What KSAC?	To What Effect or In What Context is it Used?	To What Degree of Accuracy or at What Level?
<b>Communication skills and abilities (oral, written, listening, interpersonal/body language)</b>	As needed in addressing routine, sensitive, and complex issues	<u>Oral</u> : Strong, clear, precise, and effective via phone/radio and in person (whether one-on-one, or to a small or large group); <u>Written</u> : Error-free, grammatically correct, correct sentence and paragraph structure, effective style, organized format, user-friendly for the appropriate audience; <u>Listening</u> : Strong, effective, genuine <u>Interpersonal/Body Language</u> : Non-offensive, Non-intimidating, Approachable, Pleasant.
Examples may include but are not limited to: <ul style="list-style-type: none"> <li>• Establishing and maintaining good working relations</li> <li>• Addressing and resolving questions, complaints, conflicts, and problems</li> <li>• Presenting information</li> <li>• Instructing, directing, and training employees</li> <li>• Establishing procedures, reports, correspondence, and various other forms of documentation</li> <li>• Following through with directives and instructions</li> </ul>		
<b>Reasoning skills and abilities (Problem Solving, Decision Making, Critical Thinking, Comprehension)</b>	As needed in addressing routine, sensitive, and complex issues	Objective, Sound, and Effective
Examples may include but are not limited to: <ul style="list-style-type: none"> <li>• Defining problems, Collecting data, Establishing facts, Drawing valid conclusions</li> <li>• Addressing and resolving questions, problems, complaints, and conflicts</li> <li>• Comprehending, evaluating, analyzing, and interpreting information</li> <li>• Thinking outside the box, brainstorming ideas and solutions, being able to look at issues from various perspectives</li> <li>• Exercising good judgment</li> <li>• Making decisions that serve the City's best interests</li> <li>• Comprehending information in oral, written, mathematical, or diagram form</li> <li>• Learning and retaining new information</li> <li>• Performing necessary math, basic to complex, as needed to perform essential job functions</li> </ul>		
<b>Leadership skills and abilities</b>	As needed in addressing routine,	Objective, Sound, and Effective

	sensitive, and complex issues	
<p>Examples may include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Working on a team to accomplish a goal, as a member or leader of the team</li> <li>• Monitoring and training officers to help them reach their highest potential</li> <li>• Ensuring excellent customer service to internal and external customers</li> <li>• Demonstrating strong initiative, self-starter, pro-activeness, and innovativeness attributes</li> <li>• Demonstrating strong enthusiasm, judgment, commitment</li> <li>• Demonstrating positive role model attributes</li> <li>• Demonstrating dedication and commitment to employee and public safety</li> <li>• Demonstrating flexibility in the face of change</li> <li>• Demonstrating integrity, trustworthiness, honesty, maintaining confidentiality</li> <li>• Demonstrating strong work ethic, proper work temperament, and being an overall dependable employee</li> </ul>		
<b>Efficiency skills and abilities</b>	As needed in addressing routine, sensitive, and complex issues	Objective, Sound, and Effective
<p>Examples may include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Refer to “Computer software/hardware” section of this job description</li> <li>• Refer to “Vehicles/Equipment” section of this job description</li> <li>• Utilizing professional and/or technical skills and abilities</li> <li>• Managing time, organizing, coordinating, being detail-oriented, planning, producing, overseeing/monitoring projects/reports/etc.</li> <li>• Managing resources efficiently</li> <li>• Ensuring regulatory compliance</li> <li>• Streamlining, maximizing productivity, minimizing costs</li> </ul>		
<b>Job knowledge, skills, and abilities</b>	As needed in addressing routine, sensitive, and complex issues	Objective, Sound, and Effective
<p>Examples may include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Refer to “Education and Experience” section of this job description</li> <li>• Refer to “Certifications, Licenses, and Registrations” section of this job description</li> <li>• Knowledge in applicable local, state, and federal laws, regulations, court cases;</li> <li>• Knowledge in criminal justice, law enforcement, and proper procedures related to such;</li> <li>• Knowledge, skills, and abilities in community-oriented policing.</li> </ul>		

**PHYSICAL AND MENTAL DEMANDS**

The physical and mental demands described represent those required to successfully perform the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing job duties, the employee is required to:

(check all that apply)

<b>REGULARLY (over 2/3 of the time)</b>	<b>FREQUENTLY (1/3 to 2/3 of time)</b>	<b>OCCASIONALLY (under 1/3 of time)</b>
<input checked="" type="checkbox"/> Lift and/or move up to 10 pounds	<input type="checkbox"/> Lift and/or move up to 50 pounds	<input checked="" type="checkbox"/> Lift and/or move up to 100 pounds
<input checked="" type="checkbox"/> Talk	<input type="checkbox"/> Talk	<input type="checkbox"/> Talk
<input checked="" type="checkbox"/> Hear	<input type="checkbox"/> Hear	<input type="checkbox"/> Hear
<input checked="" type="checkbox"/> Sit	<input type="checkbox"/> Sit	<input type="checkbox"/> Sit
<input type="checkbox"/> Stand	<input checked="" type="checkbox"/> Stand	<input type="checkbox"/> Stand
<input type="checkbox"/> Walk	<input checked="" type="checkbox"/> Walk	<input type="checkbox"/> Walk
<input checked="" type="checkbox"/> Use hands to finger, handle, or feel	<input type="checkbox"/> Use hands to finger, handle, or feel	<input type="checkbox"/> Use hands to finger, handle, or feel
<input checked="" type="checkbox"/> Reach with hands and arms	<input type="checkbox"/> Reach with hands and arms	<input type="checkbox"/> Reach with hands and arms
<input checked="" type="checkbox"/> Taste and/or smell	<input type="checkbox"/> Taste and/or smell	<input type="checkbox"/> Taste and/or smell
<input checked="" type="checkbox"/> Use vision to see close, distance, color, peripherally, depth perception, and/or ability to adjust focus, with or without corrective lenses, during both day	<input type="checkbox"/> Use vision to see close, distance, color, peripherally, depth perception, and/or ability to adjust focus	<input type="checkbox"/> Use vision to see close, distance, color, peripherally, depth perception, and/or ability to adjust focus

<i>and night time hours, as well as various environmental conditions (fog, snow, rain, etc.).</i>		
<input type="checkbox"/> <i>Climb</i>	<input type="checkbox"/> <i>Climb</i>	<input checked="" type="checkbox"/> <i>Climb</i>
<input type="checkbox"/> <i>Balance</i>	<input type="checkbox"/> <i>Balance</i>	<input checked="" type="checkbox"/> <i>Balance</i>
<input type="checkbox"/> <i>Stoop, kneel, crouch, or crawl</i>	<input type="checkbox"/> <i>Stoop, kneel, crouch, or crawl</i>	<input checked="" type="checkbox"/> <i>Stoop, kneel, crouch, or crawl</i>
<input checked="" type="checkbox"/> <i>Drive a vehicle</i>	<input type="checkbox"/> <i>Drive a vehicle</i>	<input type="checkbox"/> <i>Drive a vehicle</i>
<input checked="" type="checkbox"/> <i>Perform Physical Repetitive Motion: Office work (using mobile data terminal, hand-held radio, computer keyboard, writing out reports, etc.)</i>	<input type="checkbox"/> <i>Perform Physical Repetitive Motion:</i>	<input type="checkbox"/> <i>Perform Physical Repetitive Motion:</i>
<i>Utilize Effective Reasoning skills (e.g., Comprehension, Problem-Solving, Decision Making, and Exercising Judgment) for work involving:</i>  <input type="checkbox"/> <i>Clerical, Secretarial, Office Management, &amp; Administrative duties and/or responsibilities</i> <input type="checkbox"/> <i>Labor, Skilled Craft, Trades, Maintenance, and/or Technical duties and responsibilities</i> <input type="checkbox"/> <i>Professional/Technical duties and responsibilities</i> <input checked="" type="checkbox"/> <i>Hazardous Police duties and responsibilities</i> <input type="checkbox"/> <i>Fire Department duties and responsibilities</i> <input checked="" type="checkbox"/> <i>Safety Sensitive duties and responsibilities</i> <input type="checkbox"/> <i>Supervisory duties and responsibilities</i> <input type="checkbox"/> <i>Managerial duties and responsibilities</i>	<i>Utilize Effective Reasoning skills (e.g., Comprehension, Problem-Solving, Decision Making, and Exercising Judgment) for work involving:</i>  <input type="checkbox"/> <i>Clerical, Secretarial, Office Management, &amp; Administrative duties and/or responsibilities</i> <input type="checkbox"/> <i>Labor, Skilled Craft, Trades, Maintenance, and/or Technical duties and responsibilities</i> <input type="checkbox"/> <i>Professional/Technical duties and responsibilities</i> <input type="checkbox"/> <i>Police duties and responsibilities</i> <input type="checkbox"/> <i>Fire Department duties and responsibilities</i> <input type="checkbox"/> <i>Safety Sensitive duties and responsibilities</i> <input type="checkbox"/> <i>Supervisory duties and responsibilities</i> <input type="checkbox"/> <i>Managerial duties and responsibilities</i>	<i>Utilize Effective Reasoning skills (e.g., Comprehension, Problem-Solving, Decision Making, and Exercising Judgment) for work involving:</i>  <input type="checkbox"/> <i>Clerical, Secretarial, Office Management, &amp; Administrative duties and/or responsibilities</i> <input type="checkbox"/> <i>Labor, Skilled Craft, Trades, Maintenance, and/or Technical duties and responsibilities</i> <input type="checkbox"/> <i>Professional/Technical duties and responsibilities</i> <input type="checkbox"/> <i>Police duties and responsibilities</i> <input type="checkbox"/> <i>Fire Department duties and responsibilities</i> <input type="checkbox"/> <i>Safety Sensitive duties and responsibilities</i> <input type="checkbox"/> <i>Supervisory duties and responsibilities</i> <input type="checkbox"/> <i>Managerial duties and responsibilities</i>
<input checked="" type="checkbox"/> <i>Other: See below.</i>	<input type="checkbox"/> <i>Other:</i>	<input type="checkbox"/> <i>Other:</i>

**FURTHER DETAILS REGARDING PHYSICAL AND MENTAL DEMANDS:**

*All hazardous duty members of the police department shall have the ability to perform the essential duties of the policing, including but not limited to:*

- |   |                        |
|---|------------------------|
| <i>Pursuing suspects at a high rate of speed in a vehicle</i>   | <i>Running</i>         |
| <i>Placing handcuffs on arrested persons</i>                    | <i>Climbing stairs</i> |
| <i>Firing and reloading a semi-automatic pistol or shotgun</i>  | <i>Forcing entry</i>   |
| <i>Administering first aid or CPR</i>                           | <i>Scaling walls</i>   |
| <i>Wear gun belt with gear weighing 15 lbs. and vest 10lbs.</i> | <i>Jumping fences</i>  |

*If designated, employee will be required to ride a bicycle regularly*

Also, refer to Attachment A for a listing of potential hazards and required personal protective equipment.

*Comments:*

**WORK ENVIRONMENT**

The work environment characteristics described represent those encountered while performing the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing job duties, the employee is exposed to:

(Check all that apply)

<b>REGULARLY (over 2/3 of the time)</b>	<b>FREQUENTLY (1/3 to 2/3 of time)</b>	<b>OCCASIONALLY (under 1/3 of time)</b>
<input type="checkbox"/> Moving mechanical parts	<input type="checkbox"/> Moving mechanical parts	<input checked="" type="checkbox"/> Moving mechanical parts
<input checked="" type="checkbox"/> Outside weather conditions (cold, hot, wet, humid, etc.) when on patrol or attending to an emergency, etc.	<input type="checkbox"/> Outside weather conditions (cold, hot, wet, humid, etc.)	<input type="checkbox"/> Outside weather conditions (cold, hot, wet, humid, etc.)
<input type="checkbox"/> Extreme cold (non-weather)	<input type="checkbox"/> Extreme cold (non-weather)	<input type="checkbox"/> Extreme cold (non-weather)
<input type="checkbox"/> Extreme heat (non-weather)	<input type="checkbox"/> Extreme heat (non-weather)	<input type="checkbox"/> Extreme heat (non-weather)
<input type="checkbox"/> Wet or humid conditions (non-weather)	<input type="checkbox"/> Wet or humid conditions (non-weather)	<input type="checkbox"/> Wet or humid conditions (non-weather)
<input checked="" type="checkbox"/> Noise level <input type="checkbox"/> Usually very loud <input type="checkbox"/> Usually loud <input checked="" type="checkbox"/> Usually moderate <input type="checkbox"/> Usually quiet <input type="checkbox"/> Usually very quiet	<input type="checkbox"/> Noise level <input type="checkbox"/> Usually very loud <input type="checkbox"/> Usually loud <input type="checkbox"/> Usually moderate <input type="checkbox"/> Usually quiet <input type="checkbox"/> Usually very quiet	<input type="checkbox"/> Noise level <input type="checkbox"/> Usually very loud <input checked="" type="checkbox"/> Usually loud <input type="checkbox"/> Usually moderate <input type="checkbox"/> Usually quiet <input type="checkbox"/> Usually very quiet
<input type="checkbox"/> High, precarious places	<input type="checkbox"/> High, precarious places	<input checked="" type="checkbox"/> High, precarious places
<input type="checkbox"/> Fumes and/or airborne particles	<input type="checkbox"/> Fumes and/or airborne particles	<input checked="" type="checkbox"/> Fumes and/or airborne particles
<input type="checkbox"/> Toxic and/or caustic chemicals	<input type="checkbox"/> Toxic and/or caustic chemicals	<input checked="" type="checkbox"/> Toxic and/or caustic chemicals
<input type="checkbox"/> Risk of electrical shock	<input type="checkbox"/> Risk of electrical shock	<input checked="" type="checkbox"/> Risk of electrical shock
<input type="checkbox"/> Flammable, combustible, and/or explosive materials	<input type="checkbox"/> Flammable, combustible, and/or explosive materials	<input checked="" type="checkbox"/> Flammable, combustible, and/or explosive materials
<input type="checkbox"/> Risk of radiation	<input type="checkbox"/> Risk of radiation	<input type="checkbox"/> Risk of radiation
<input type="checkbox"/> Vibration	<input type="checkbox"/> Vibration	<input checked="" type="checkbox"/> Vibration
<input type="checkbox"/> Biological hazards	<input type="checkbox"/> Biological hazards	<input checked="" type="checkbox"/> Biological hazards
<input type="checkbox"/> Confined spaces	<input type="checkbox"/> Confined spaces	<input type="checkbox"/> Confined spaces
<input checked="" type="checkbox"/> Work in or around traffic/public roadways	<input type="checkbox"/> Work in or around traffic/public roadways	<input type="checkbox"/> Work in or around traffic/public roadways
<input type="checkbox"/> Excavation	<input type="checkbox"/> Excavation	<input type="checkbox"/> Excavation
<input checked="" type="checkbox"/> Work in police, firefighting, or emergency rescue situations that may be life threatening to self or others	<input type="checkbox"/> Work in police, firefighting, or emergency rescue situations that may potentially be life threatening to self or others	<input type="checkbox"/> Work in police, firefighting, or emergency rescue situations that may potentially be life threatening to self or others
<input checked="" type="checkbox"/> Other : Changing work environment, Irregular or extended work hours (as needed), stressful situations	<input type="checkbox"/> Other :	<input type="checkbox"/> Other :

**FURTHER DETAILS REGARDING WORK ENVIRONMENT:**

- Refer to Attachment A for a listing of potential hazards and required personal protective equipment.
- Employees may, at times, have to visit various departmental sites, at which time exposure to any of the above may occur.

Comments:

**ATTACHMENT A:**

- **REFER TO ATTACHMENT A FOR A LISTING OF POTENTIAL PHYSICAL AND WORK ENVIRONMENT HAZARDS, AND REQUIRED PERSONAL PROTECTIVE EQUIPMENT.**
- Employees are required to properly wear/use Personal Protective Equipment as required by OSHA, applicable policy, regulation, procedure, and/or directive.
- Safety is the responsibility of EVERY employee. Employees are required to promptly report any potential physical, work environment, and ergonomic health/safety hazards to their supervisors; if it can be done safely and in a reasonable manner, employees are responsible for correcting such hazards themselves before they can cause injury or illness.

- Furthermore, after any necessary medical treatment has been obtained, employees are required to immediately report any work-related health and safety incidents to their supervisor.

## **ATTACHMENT B:**

- **REFER TO ATTACHMENT B FOR THE JOB TASK HEALTH ASSESSMENT FORM.**
- In accordance with applicable policy and law, employees may be required to have their mental and/or physical health care provider, or one chosen by the City of Owensboro, complete and return this form to the City of Owensboro Personnel Department (and a copy to the employee's immediate supervisor). This enables us to determine the employee's ability to perform essential work functions.

**ATTACHMENT A**

**PERSONAL PROTECTIVE EQUIPMENT (PPE) WORKSITE  
HAZARD ASSESSMENT**

<p align="center"><b><u>A. POTENTIAL HAZARD/ INJURY:</u></b></p> <p align="center"><b>I. HEAD</b></p>	<p align="center">NO YES</p>	<p align="center"><b><u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u></b></p> <p align="center"><b>Ref. 29 CFR 1910.135 Head Protection</b></p>	<p align="center"><b><u>COMMENTS</u></b></p>
<p>1. Struck by:</p> <p>a. Falling Object</p> <p>b. Airborne Object</p> <p>c. Moving Object</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>1. Struck by:</p> <p>a. Type 2, Class B Helmet</p> <p>b. Type 2, Class B Helmet</p> <p>c. Type 2, Class B Helmet</p>	
<p>2. Hit Against</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>2. Type 2, Class B Helmet</p>	
<p>3. Contact with Electrical current:</p> <p>a. Shock</p> <p>b. Burn</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>3. Electrical:</p> <p>a. Type 2, Class B Helmet &amp; Non-Metallic Glasses Frame</p> <p>b. Type 2, Class B Helmet &amp; FR Hood</p>	
<p>4. Temperature Extremes:</p> <p>a. Cold</p> <p>b. Heat</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>4. Temperature:</p> <p>a. Type 2, Class B Helmet with Winter FR Liner</p> <p>b. Type 2, Class B Helmet with Sweat Band</p>	
<p>5. Other:</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p>	<p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>	<p>5. Other:</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p>	

<p align="center"><b><u>A. POTENTIAL HAZARD/ INJURY:</u></b></p> <p align="center"><b>II. EYES/FACE</b></p>	<p align="center">NO YES</p>	<p align="center"><b><u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u></b></p> <p align="center"><b>Ref. 29 CFR 1910.133 Eye and Face Protection</b></p>	<p align="center"><b><u>COMMENTS</u></b></p>
<p>1. Airborne:</p> <p>a. Objects</p> <p>b. Dust</p> <p>c. Fumes</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>1. Airborne:</p> <p>a. Safety Glasses with Sideshields, Goggles, or Faceshield</p> <p>b. Safety Glasses with Sideshields, Goggles, or Faceshield</p> <p>c. Non-Vented Goggles</p>	<p>Firearms Qualifications</p> <p>Firearms Qualifications</p>
<p>2. Flash:</p> <p>a. Welding</p> <p>b. Electrical</p> <p>c. UV</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>2. Flash:</p> <p>a. Filter Lenses</p> <p>b. Switching Glasses</p> <p>c. Tinted Lenses with UV Protection</p>	
<p>3. Chemical Splash</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>3. Indirect Vented or Non-Vented Goggles</p>	
<p>4. Other:</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p>	<p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>	<p>4. Other:</p> <p>a. _____</p> <p>b. _____</p> <p>c. _____</p> <p>d. _____</p> <p>e. _____</p>	
<p align="center"><b><u>A. NOISE LEVEL:</u></b></p> <p align="center"><b>III. EAR/AUDITORY</b></p>	<p align="center">NO YES</p>	<p align="center"><b><u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u></b></p> <p align="center"><b>Ref. 29 CFR 1910.95 Occupational Noise Exposure</b></p>	<p align="center"><b><u>COMMENTS</u></b></p>
<p>1. Ambient level 85 dBa or above</p> <p>2. Impact Noise 85 dBa or above</p> <p>3. _____</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>	<p>1. Ear Plugs or Muffs with appropriate NRR</p> <p>2. Ear Plugs or Muffs with appropriate NRR</p> <p>3. _____</p>	<p>Firearms Qualifications</p>

<u>A. POTENTIAL HAZARD/ INJURY:</u>  <b>IV. RESPIRATORY SYSTEM</b>	<b>NO YES</b>	<u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>  <b>Ref. CFR 1910.134 Respiratory Protection</b>	<u>COMMENTS</u>
1. Oxygen Deficiency 2. Airborne Particles: a. Dusts (Coal, Lime, etc.) b. Fumes (Welding) c. Mists (Oils-Cutting, Hyd.) 3. Airborne Contaminants: a. Gases (H <sub>2</sub> S, SO <sub>2</sub> , etc.) b. Vapors (Solvents, Cleaners) 4. Combinations of 2 & 3 above: 5. Temperature Extremes: a. Cold b. Heat 6. Other: a. _____ b. _____	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1. SCBA or Supplied Air Respirator 2. Confirm selection with your "Dept. Respirator Coordinator: a. Nuisance Dust Mask b. Check MSDS for proper Respirator per Mat'l. being welded. c. Check MSDS for proper Respirator per Material being used 3. Confirm selection with your "Dept. Respirator Coordinator" a. Check MSDS for proper Respirator per Material being used b. Check MSDS for proper Respirator per Material being used 4. Confirm selection with your "Dept. Respirator Coordinator: 5. Temperature: a. Cover mouth and nose b. S.C.B.A. 6. Other: a. _____ b. _____	Clandestine Lab
<p align="center"><b>CONTINUED ON NEXT PAGE.</b></p>			

<u>A. POTENTIAL HAZARD/ INJURY:</u>  <b>V. HANDS/ARMS</b>	NO YES	<u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>  Ref. CFR 1910.138 Hand Protection	<u>COMMENTS</u>
1.Cuts/Abrasions/ Punctures  2.Contact with Electrical current: a.Shock  b.Burn 3.Chemical Contact: a.Irritant  b.Corrosive  c.Toxic  4.Temperature Extremes: a.Cold b.Heat c.Welding 5.Biological Reactions: a.Plants (Poison Ivy) b.Insects (Stings/Bites) 6.Bodily Fluids/Blood 7.Cumulative Trauma  8.Other: a. _____ b. _____ c. _____ d. _____	<input checked="" type="checkbox"/> <input type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1.Gloves: Leather, Canvas, or Wire Mesh 2.Electrical:  a.Rubber Gloves/Sleeves/Hot-Stick b.Gloves/FR Clothing 3.Chemical: a.Gloves/Coveralls: (Suited for Chemical being used) b.Gloves/Coveralls: (Suited for Chemical being used) c.Gloves/Coveralls:(Suited for Chemical being used) 4.Temperature: a.Gloves/Clothing – in layers b.Gloves/Tools/FR Clothing c.Gloves/Jacket/FR Clothing 5.Biological: a.Gloves/Clothing/Barrier Creams b.Gloves/Clothing/Repellants 6.Gloves (BBP Kit) 7.Properly Designed Workstation/Armrest/etc. 8.Other: a. _____ b. _____ c. _____ d. _____	Clandestine Lab
<u>A. POTENTIAL HAZARD/ INJURY:</u>  <b>VI. TORSO</b>	NO YES	<u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u>	<u>COMMENTS</u>
1.Cuts/Abrasions/ Punctures  2.Contact with Electrical current:	<input type="checkbox"/> <input checked="" type="checkbox"/>	1.Proper Clothing  2.Electrical:	Body Armor

a.Shock b.Burn  3.Chemical Contact: a.Irritant  b.Corrosive  c.Toxic  4.Temperature Extremes: a.Cold b.Heat c.Welding 5.Biological Reactions: a.Plants (Poison Ivy) b.Insects (Stings/Bites) 6.Over-exertions (Strains)  7.Cumulative Trauma  8.Other: a. _____ b. _____ c. _____ d. _____ e. _____	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>  <input checked="" type="checkbox"/> <input type="checkbox"/>  <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a.Rubber Goods b.FR Clothing/Rubber Goods/etc.  3.Chemical: a.Protective Clothing suited for type Chemical b.Protective Clothing suited for type Chemical c.Protective Clothing suited for type Chemical 4.Temperature: a.Insulated Clothing – in layers b.FR Clothing/Jacket/etc. c.Welding jacket 5.Biological: a.Clothing/Barrier Creams b.Clothing/Repellants 6.Proper Body Mechanics, Tools & assistance when needed  7.Proper Body Mechanics/Properly designed Workstation. 8.Other: a. _____ b. _____ c. _____ d. _____ e. _____	Clandestine Lab
<p style="text-align: center;"><b><u>A. POTENTIAL HAZARD/ INJURY:</u></b></p> <hr style="width: 20%; margin: auto;"/> <p style="text-align: center;"><b>VII. LEGS/FEET</b></p>	<p style="text-align: center;">NO YES</p>	<p style="text-align: center;"><b><u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u></b></p> <p style="text-align: center;"><b>Ref. CFR 1910.136 Foot Protection</b></p>	<p style="text-align: center;"><b><u>COMMENTS</u></b></p>
1.Struck by: a.Falling Object  b.Moving Object  c.Airborne Object  2.Struck against	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	1.Struck by: a.Safety Shoes with Impact resistant toe b.Safety Shoes with impact resistant toe and Proper Clothing c.Safety Shoes with Impact resistant toe and Proper Clothing 2.Safety Shoe with Impact resistant toe and Proper Clothing	

<p>3.Cuts/Abrasions/ Punctures:</p> <p>4.Contact with Electrical current:</p> <p>a.Shock</p> <p>b.Burn</p> <p>5.Temperature Extremes:</p> <p>a.Cold</p> <p>b.Heat</p> <p>6.Chemical Contact:</p> <p>a.Irritant</p> <p>b.Corrosive</p> <p>c.Toxic</p> <p>7.Biological Reactions:</p> <p>a.Plants (Poison Ivy)</p> <p>b.Insects (Stings/Bites)</p> <p>8. Animal bites</p> <p>9.Cumulative Trauma</p> <p>10.Over-exertion (strains)</p> <p>11.Other:</p> <p>a. _____</p> <p>b. _____</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p>	<p>3.Safety Shoe with Impact resistant toe and Proper Clothing</p> <p>4.Electrical:</p> <p>a. Insulated Safety Shoes/Rubber Goods</p> <p>b.FR Clothing/Rubber Goods</p> <p>5.Temperature Extremes:</p> <p>a. Insulated Safety Shoes/Boots &amp; Insulated Clothing</p> <p>b.Heat resistant soled Safety Shoes/Leggings</p> <p>6.Chemical Contact:</p> <p>a.Protective Clothing &amp; Footwear suited for Chemical</p> <p>b. Protective Clothing &amp; Footwear suited for Chemical</p> <p>c. Protective Clothing &amp; Footwear suited for Chemical</p> <p>7.Biological:</p> <p>a.Clothing/Barrier Creams</p> <p>b.Clothing/Repellants</p> <p>8. Awareness/ Repellants/ Clothing</p> <p>9.Properly designed Workstation/Footrest/etc.</p> <p>10.Proper Body Mechanics, Tools &amp; assistance when needed</p> <p>11.Other:</p> <p>a. _____</p> <p>b. _____</p>	<p>Clandestine Lab</p>
<p><b><u>A. POTENTIAL HAZARD/INJURY:</u></b></p> <p><b><u>VII. WHOLE BODY</u></b></p>	<p><b>NO YES</b></p>	<p><b><u>B. REQUIRED PERSONAL PROTECTIVE EQUIPMENT (PPE)</u></b></p>	<p><b><u>COMMENTS</u></b></p>
<p>1.Cuts/Abrasions/ Punctures</p> <p>2.Contact with Electrical current:</p> <p>a.Shock</p>	<p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p>	<p>1.Proper Clothing</p> <p>2.Electrical:</p> <p>a.Rubber Goods</p>	

b.Burn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.FR Clothing/Rubber Goods/etc.	Clandestine Lab
3.Chemical Contact:			3.Chemical:	
a.Irritant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a.Protective Clothing suited for type of Chemical exposure	
b.Corrosive	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.Protective Clothing suited for type of Chemical exposure	
c.Toxic	<input type="checkbox"/>	<input checked="" type="checkbox"/>	c.Protective Clothing suited for type of Chemical exposure	
4.Temperature Extremes:			4.Temperature:	
a.Cold	<input type="checkbox"/>	<input checked="" type="checkbox"/>	a.Insulated Clothing – in layers	
b.Heat	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.FR Clothing/Jacket/etc.	
c.Welding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	c.Welding jacket	
5.Biological Reactions:			5.Biological:	
a.Plants (Poison Ivy)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a.Clothing/Barrier Creams	
b.Insects (Stings/Bites)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.Clothing/Repellants	
6.Over-exertions (Strains)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	6.Proper Body Mechanics, Tools & assistance when needed	
7.Cumulative Trauma	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7.Proper Body Mechanics/Properly designed Workstation.	
8.Suffocation by Engulfment:			8.Engulfment: (See Confined Space Policy)	
a.Liquid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a.Fall Protection System/Life Jacket/etc.	
b.Granulated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.Fall Protection System	
9.Struck by: (Vehicle, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	9.Traffic Vest/Barricades/Cones/etc.	
10.Slip/Trip/Fall:			10.Slip/Trip/Fall:	
a.To same level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	a.Anti-skid Shoe Soles	
b.To different level	<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.Fall Protection System suited for Hazard, Job, Location, etc.	
11.Other:			11.Other:	
a. _____	<input type="checkbox"/>	<input type="checkbox"/>	a. _____	
b. _____	<input type="checkbox"/>	<input type="checkbox"/>	b. _____	

**ATTACHMENT B  
CITY OF OWENSBORO: JOB TASK HEALTH ASSESSMENT FORM**

For Position(s) of: All Hazardous Duty Members of the Police Department

**Employee's Name:** \_\_\_\_\_

**INSTRUCTIONS TO HEALTH CARE PROVIDER:** Below you will find duties, responsibilities, and work conditions required of the above named employee. If the employee is restricted from performing any of the following duties or from working under any of the following conditions, please specify each individual restriction in the designated area below, state the date such restriction(s) will be lifted, and state the date the employee may return to duty.

- Lift and/or move up to 100 pounds
- Talk; Hear in person and via phone/radio; Noise level is usually moderate but has the potential to be loud.
- Sit for long periods at a time; Stand; Walk; Run; Climb; Balance; Stoop; Kneel; Crouch; Crawl both in routine office and hazardous police work
- Use hands to finger, handle, or feel and reaching with hands/arms (e.g., typing on mobile data terminal or computer keyboard, using a hand-held radio, firing a gun, driving a police vehicle at high rate of speed, apprehending prisoners, etc.)
- Use vision to see close, distance, color, peripherally, depth perception, and/or ability to adjust focus, with or without corrective lenses, during both day and night time hours, as well as in various environmental conditions (fog, snow, rain, etc.). This position may be required to operate a police vehicle at high rates of speed, fire a gun, apprehend a prisoner, operate a mobile data terminal and computer, complete police reports, and perform other hazardous and routine police work, at any time of day and during various weather conditions.
- Drive a vehicle for long periods of time and as needed at a high speed in police pursuits or when responding to scene
- Physical Repetitive Motion: Driving a vehicle for long periods of time, performing routine office work, operating a hand-held radio, gun, etc.
- Comprehend, Reason, Problem-Solve, Make Sound Decisions, and Exercise Sound Judgment for work involving: Hazardous duty police work; Making decisions under high levels of stress and/or traumatic events; Training, and/or monitoring of other police officers, the general public, etc.; For those in supervisory and/or managerial positions, making sound supervisory/managerial decisions.
- Taste or smell (as needed to perform police work, such as responding to meth labs, etc.)
- Work in a variety of police and emergency situations that may be life threatening to self or others, and involve a variety of changing environmental conditions (outside weather conditions, toxic chemicals, biological hazards, working in traffic and public roadways, etc.); such work may also involve irregular or extended work hours and stressful/traumatic situations.
- All hazardous duty members of the police department shall have the ability to perform the essential duties of the policing, including but not limited to: pursuing suspects at a high rate of speed in a vehicle, running, placing handcuffs on arrested persons, climbing stairs, firing and reloading a semi-automatic pistol or shotgun, forcing entry, administering first aid or CPR, scaling walls, wearing a gun belt with gear weighing 15 lbs. and vest 10lbs., jumping fences, and if designated, employee will be required to ride a bicycle regularly

**Identify each restriction in detail, including date restriction is lifted:**

<b>Restriction:</b>	<b>Date Lifted:</b>
1. _____	___/___/___
2. _____	___/___/___
3. _____	___/___/___
4. _____	___/___/___

**Please attach additional sheet if more space is needed.**

**State the date Employee may return to duty if restrictions are accommodated:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

**State the date Employee may return to duty WITHOUT restrictions:** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

**Health Care Provider Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Health Care Provider (Printed)** \_\_\_\_\_

**EMPLOYEE: Return completed form to the City Personnel Department, and give a copy to your immediate supervisor.**