



PATROL DAILY ACTIVITY REVIEW (PDAR) FOR SUPERVISORS

The purpose of this training bulletin is to provide supervisors assigned to Field Operations Command an understanding and familiarization with the Patrol Daily Activity Review (PDAR), previously known as “COPRS,” and their responsibility as shift supervisors. The [Patrol Daily Activity Review](#) can be accessed from MY18 using the keyword “PDAR” or by [clicking here](#). See images below for example.

Patrol Daily Activity Review (PDAR)

Log Off End Of Tour Black Day Mode Password City Areas Exit Xmit

System Logon:

Officer ID: _____ Password: _____ Portable ID: _____

Officer ID2: _____ Portable ID2: _____

Jurisdiction: OCSO Unit ID: _____

Patrol Area: _____ Dispatch Zone: _____

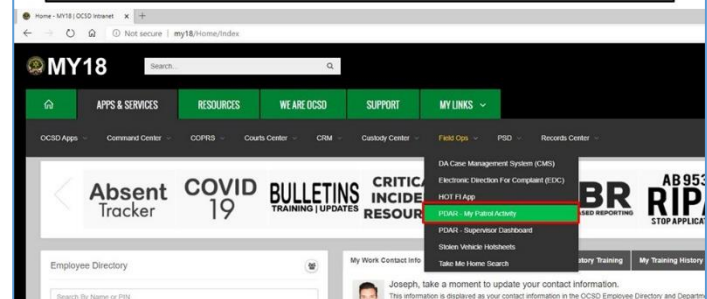
Vehicle ID: _____ Odometer: 0 Radig ID: _____

System Status:

All Deputies will have access to the PDAR link on their MDC to input the necessary information regarding their shift's start and end time

Patrol Daily Activity Review (PDAR)

There is also a direct link on My18 from the **APPS&SERVICES** tab under **FIELD OPS**. It can be accessed via any department computer on the OCSO domain.



Field supervisors are responsible for ensuring each of the deputies assigned to their respective shifts are completing the steps laid out in Training Bulletin 20-22. During the shift, sergeants will review their personnel PDAR for accuracy and thoroughness. The PDAR benefits include, but are not limited to the following:

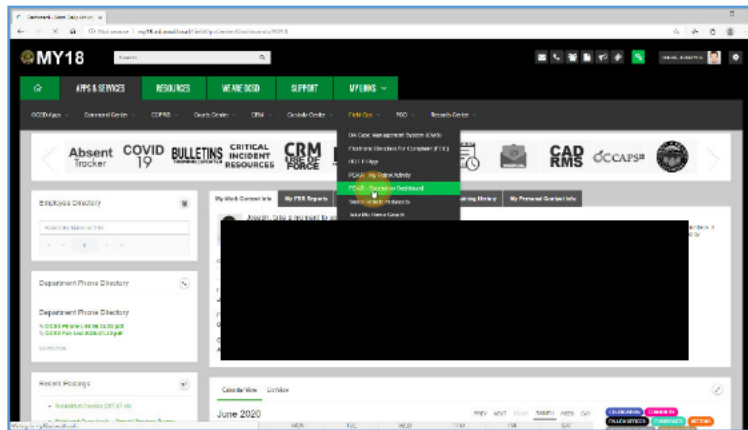
- Calculates consume time automatically
- Factors in administrative start and end times
- No need for personnel to write down all activity if it's being tracked in CAD
- Ability to add subjects, vehicles, dispositions, and a narrative

This training bulletin covers the steps necessary to review the PDAR for field personnel and how to properly log the review in the supervisor's daily log.

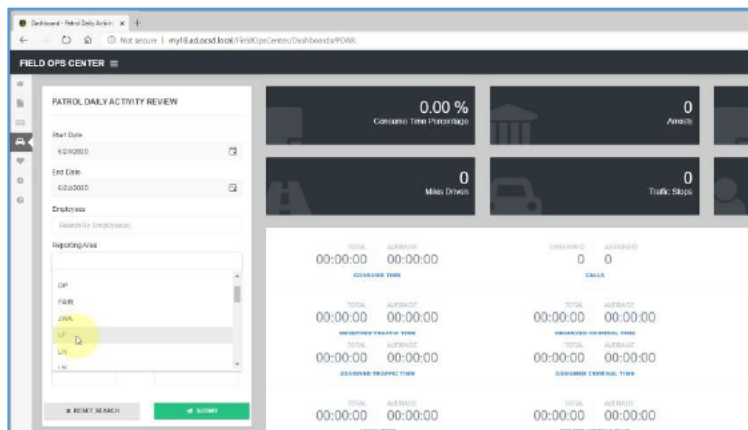




Step 1: From MY18 click on the Apps and Services >> Field Ops >> PDAR – Supervisor Dashboard
[PDAR - Supervisor Dashboard](#)



Step 2: Once on the supervisor dashboard, select the start date, end date to review. Please note you are given the option of reviewing each deputy individually, or by the reporting area (e.g., Aliso Viejo – AV). Add the desired units for review and press the right arrows facing icon and press the green submit button.



Step 3: Click on the individual unit to review.

EXPORT TO EXCEL

Start Date: [x]

Start	End	Unit	Officer	PIN	Vs	Consum	Admi
05/24/2020 05:00	05/24/2020 15:30	1564	CASTRO, SERGIO OSWALDO	8464	2553	08:24:36	02:38:10
05/24/2020 05:30	05/24/2020 18:00	162	SCHNEBELY, KELLY LEIGH	7753	2823	05:25:27	01:07:52
05/24/2020 05:30	05/24/2020 18:00	1463	GUTIERREZ, MARIA VIRGEO, BRANDON	78649948	2865	10:29:51	03:48:29
05/24/2020 06:30	05/24/2020 15:30	764	HOLLAND, KENNETH GLENN	2849	1641	06:12:23	00:51:03
05/24/2020 07:30	05/24/2020 18:00	79C3	LEADING, MATTHEW A	10077	1626	07:46:53	00:45:04
05/24/2020 16:30	05/25/2020 05:00	480	LINK, MARSHALL JAY	8704	2948	08:26:53	00:58:11





Step 4: Review deputies PDAR for accuracy and thoroughness.

The screenshot shows a web application interface for reviewing patrol activity. The main dashboard displays the following data for Unit 4A64:

- 88.11% Consume Time Percentage
- 1 Arrests
- 0 Citations
- 104 Miles Driven
- 0 Traffic Stops
- 0 RIPA Stops

Summary statistics are provided in a table below:

Category	Observed	Assigned
CONSUME TIME	11:00:49	07:32:46
TRAFFIC TIME	00:00:00	00:00:00
CRIMINAL TIME	00:00:00	01:58:53
NON-CRIMINAL TIME	00:00:00	01:39:12
ADMIN TIME	00:56:54	
REPORT WRITING TIME	03:16:18	
COMMUNITY PARTICIPATION TIME	00:00:00	
COURT TIME	00:00:00	
DRS	0	0
TRAINING TIME	00:00:00	

Additional details include a shift for 2020-06-01 from 18:00:00 to 2020-06-02 06:30:00, with 2948 reports. A sidebar on the left shows a 'Reports' section with two items: 20-017471 and 20-017471. The bottom of the dashboard features a map and tabs for 'Shift Activity', 'Property & Evidence', and 'Activity Map'.

Step 5: Log the review in the Orange County Sheriff's Department Supervisor Log [OCSD Supervisor Log](#). Under Classification, select "Reviewed Patrol Log" from the drop down menu.

