


**DEPARTMENT OF POLICE**

**CITY OF SAINT PAUL**

INTER-OFFICE COMMUNICATION

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TO: PEOs  
FROM: Cdr. E. Anderson, CWS   
SUBJECT: Tagging  
DATE: December 12, 2005

In an attempt to set a reasonable and uniform goal for measuring production, the expectation will be that each PEO document 55 violations during their shift.

In many cases this will call for increased time on your beats. Please be sure to arrive on time and be out in your squads within 20 minutes of the start of your shift. Arrive back at the office no sooner than 20 minutes to EOT to allow for completion of any paperwork you may have.

Be aware that the 55 violations will be one of the standards that satisfactory performance is measured by. Failure to perform in a satisfactory manner may result in implementation of a performance improvement plan. Failure to respond to performance improvement is cause for discipline.

Remember to maintain your daily logs, which are reviewed for activities, details and incidents. These are also considered as part of satisfactory performance.

The position of Parking Enforcement Officer is considered a promotional step toward becoming a sworn peace officer. In that regards, satisfactory performance in your required duties here is one indication of your performance as an officer.

If you have questions or concerns about your ability to meet this goal please see me.

Cc: S/Cdr Pye