

(NO SWORN)

RECEIVED

DEPARTMENT OF POLICE
CITY OF MIAMI, FLORIDA

APR 25 1988

ASSISTANT CHIEF
ADMINISTRATION DIV.

COMMENDATION ☐

DATE 29 January 1988

☒ REPRIMAND

VILLARD, Paule
EMPLOYEE

P.S.A.
CLASSIFICATION

7263
P. D. #

IMS/
Security and Reception
UNIT/SECTION

124-88

NARRATIVE: (If more space is needed, use reverse side of this page).

On January 15, 1988, a Southern Bell employee found a black purse, brought it into the Station and gave it to PSA Paule Villard. Once the purse was received by PSA Villard, she failed to place it in the Property Unit and obtain a receipt number. The purse was finally placed in the Property Unit on January 23, 1988. On January 27, 1988, hidden among other papers at Security and Reception Unit, I found the incomplete hard copy report made by PSA Villard reference the found purse. Besides being poorly written, the report did not have a narrative.

I find PSA Villard in violation of the following Departmental Orders:

(over)

I HAVE READ THE NARRATIVE SUBMITTED
AND I (Check one in each Number).

☒ 1. AGREE WITH THE FACTS AS STATED.
☐ DISAGREE WITH THE FACTS AS STATED.

☒ 2. ACCEPT THE ACTION RECOMMENDED.
☐ REFUSE THE ACTION RECOMMENDED.

ISI

TIME 5:10 DATE 22 APR 88

Off. Irving J. Forester
RECOMMENDED BY:

Sgt Ron Kohn #3771 2/3/88
Immediate Supervisor DATE

Unit Supervisor DATE

Paula La Sala 20 Apr 88
Unit Commander DATE

RECEIVED

MAY 25 1988

Major P. B. Butner 4-25-88
Section Commander DATE

COPIES TO:

CIVIL SERVICE BOARD (Original)

POLICE PERSONNEL OFFICE

EMPLOYEE'S UNIT/SECTION FILE

EMPLOYEE

INTERNAL SECURITY (Reprimand Only)

LABOR RELATIONS OFFICE

Miami Police Department

Personnel Unit

Bureau Chief DATE

W. B. Borne 5/3/88
Assistant Chief DATE

Don Gray 5/18/88
CHIEF OF POLICE DATE

Departmental Order 9, Chapter 9.5.1: Citizens who come to the Police Station for the purpose of reporting a crime shall be directed to the Information Desk. The officer or clerk shall complete the appropriate field report.

Departmental Order 4, Chapter 6.6.3: Officers are required to properly complete and submit all reports in a timely manner prior to the end of their tour of duty. Any delay in transfer due to errors and omissions by an officer will result in denial of overtime compensation.

Departmental Rules and Regulations 3.17.28: Neglecting to turn over to the proper authority without unnecessary delay all property including money that is found or seized as evidence or taken from persons arrested.

Departmental Rules and Regulations 3.17.33: Neglect or refusal to comply with oral or written orders.

Departmental Rules and Regulations 3.17.9: Neglect or inattention to duty.

For the above violations, I recommend PSA Villard be issued this reprimand and a copy be made a permanent part of her personnel file.