



DEPARTMENT OF EMERGENCY SERVICES & PUBLIC PROTECTION

POLICE OFFICER STANDARDS & TRAINING

General Notice 24-09

To: Chief Law Enforcement Officers
Training Officers
Satellite Academies

From: Karen Boisvert *KB*
Academy Administrator

Date: August 9, 2024

Subject: Revised Use of Force Report Form (Version 6)
Summary of Changes (IMRP)

At the May 9, 2024, regular scheduled meeting, the Police Officer Standards and Training Council adopted changes to the use of force form. The revised form (PUOF, Revision 6) will go into effect October 1, 2024, however agencies may begin to use it prior to this date.

Please ensure members of your agency responsible for reporting use of force incidents are made aware of the revised form, Revision 6, and its required date of implementation.

Below is a summary of the changes to PUOF, Revision 6:

1. Case and Subject Information Section, Police Department Information, "Troop" was added to Police Department Information.
2. Case and Subject Information Section, Police Department Information, Time format was changed to military time.
3. Pre-Incident Information Section, removed "Officer's Arrival Notes" box.
4. Pre-Incident Information Section, Location Environment, Removed the "Type" boxes and replaced with "Other" box.
5. Application of Force Narrative Section, Use of OC Spray Details, changed "Medical Treatment Required" to "Medical Evaluation Performed".
6. Application of Force Narrative Section, removed "Use of K-9 Details" boxes.
7. Incident Analysis and Summary Section, Changed Supervisory "Comments" to Supervisory "Evaluation", and added mandatory requirement. Removed mandatory requirement from the "Supervisor Narrative Supporting Findings" box.

Below is a link to the revised Use of Force form, PUOF Revision 6, which will be posted on the POSTC Website under forms, and featured links.

[\[Revised Use of Force Reporting Form Version 6\]](#)

Please follow the **new form submission process** for submissions: Forms should be submitted using the “Submit Form” button on the PDF form. If you are unable to submit using the “Submit Form” button, you can email the form directly to the IMRP at CTPoliceUOF@uconn.edu. Please note that this is a new email address, and forms should **no longer** be sent to CT.Police.UOF@ct.gov.

Additionally, The form is in the process of being coded by CT-CJIS, which will allow an RMS Vendor to include it in the Departments Case Management system and have the form submitted digitally to CT-CJIS. Agencies will be notified when the update through CT-CJIS is complete.

Questions or comments may be directed to the IMRP at ctpolicereport@uconn.edu or Ken Barone at (959)200-3488.

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