



KERN COUNTY SHERIFF'S OFFICE
LAUDATORY REMARKS
SUPERVISOR - EMPLOYEE
Oral Transaction Note Sheet

NAME OF EMPLOYEE		DATE
SUPERVISOR	RANK	ASSIGNMENT

Details of the incident:

Employee's Signature

Date

Note: This laudatory is to be placed in the employee's D-0500 supervisory file until the end of the employee's rating period. After the rating period, this official laudatory will be kept in the employee's personnel file for the retention period of the personnel file. Alternatively, the supervisor may choose to place it in the personnel file immediately after serving the employee the laudatory or before the rating period concludes. **Reference: KCSOPPM D-0100 and D-0500, Govt. Code § 34090 Govt. Code § 34090.5, Govt. Code § 3306, and County of Kern Administrative Bulletin No. 11.**