

Appendix 1

The HO Guidance "Recruitment and Selection of Chief Police Officers - guidance on appointment procedures" contains templates for presentation recording sheets (which can be used for any other form of assessment), interview recording sheets and an assessment evaluation form for the Chief Executive to summarise the scores for each candidate. All of the scores, for all parts of the selection process, for each candidate are to be recorded on a matrix. For example:

**Names:**

<b>Strategic Perspective</b>					
Chief Officer					
<b>Openness</b>					
Chief Officer					
<b>Negotiating</b>					
Chief Officer					
<b>Potential</b>					
Chief Officer					
<b>Diversity</b>					
Chief Officer					
<b>Community Focus</b>					
Chief Officer					
<b>Communication</b>					
Chief Officer					
<b>Team Working</b>					
Chief Officer					
<b>Problem Solving</b>					
Chief Officer					
<b>Resilience</b>					
Chief Officer					
<b>Personal Responsibility</b>					
Chief Officer					
<b>Planning</b>					
Chief Officer					
<b>Sub Total</b>					
<b>HMI score</b>					
<b>Technical interview score</b>					
<b>Final interview score (av)</b>					
<b>Total</b>					