

Form D-1

Commonwealth of Virginia

Department of Criminal Justice Services (EFFECTIVE MARCH 30, 2019)

**ON-THE-JOB TRAINING FOR DISPATCHERS**

|  |  |  |  |
| --- | --- | --- | --- |
| Dispatcher’s Name: |       | Social Security #: |       |
| Agency:  |       |
| Academy Attended:  |       |
| Academy Completion Date:  |       | On-the-Job Training Completion Date:       |

| **Performance Outcome** | **Date of Completion** | **Printed Name of On-the-Job Training Officer** | **Signature of On-the-Job Training Officer** |
| --- | --- | --- | --- |
| **EQUIPMENT USE 5.1 - 5.100** |
| 5.1 |    /    /    |       |  |
| 5.1.1 |    /    /    |       |  |
| 5.1.2 |    /    /    |       |  |
| 5.1.3 |    /    /    |       |  |
| 5.1.4 |    /    /    |       |  |
| 5.1.5 |    /    /    |       |  |
| 5.1.6 |    /    /    |       |  |
| 5.1.7 |    /    /    |       |  |
| 5.1.8 |    /    /    |       |  |
| 5.1.9 |    /    /    |       |  |
| 5.2 |    /    /    |       |  |
| 5.2.1 |    /    /    |       |  |
| 5.2.2 |    /    /    |       |  |
| 5.2.3 |    /    /    |       |  |
| 5.2.4 |    /    /    |       |  |
| 5.3 |    /    /    |       |  |
| 5.3.1 |    /    /    |       |  |
| 5.3.2 |    /    /    |       |  |
| 5.4 |    /    /    |       |  |
| 5.5 |    /    /    |       |  |
| 5.6 |    /    /    |       |  |
| 5.6.1 |    /    /    |       |  |
| 5.6.2 |    /    /    |       |  |
| (Reserve 5.7 - 5.100) |
| **CALL TAKING AND DISPATCHING DUTIES 5.101 - 5.200** |
| 5.101 |    /    /    |       |  |
| 5.102 |    /    /    |       |  |
| 5.103 |    /    /    |       |  |
| 5.104 |    /    /    |       |  |
| **Performance Outcome** | **Date of Completion** | **Printed Name of On-the-Job Training Officer** | **Signature of On-the-Job Training Officer** |
| 5.105 |    /    /    |       |  |
| 5.106 |    /    /    |       |  |
| 5.107 |    /    /    |       |  |
| 5.108 |    /    /    |       |  |
| 5.109 |    /    /    |       |  |
| 5.110 |    /    /    |       |  |
| 5.111 |    /    /    |       |  |
| 5.112 |    /    /    |       |  |
| 5.113 |    /    /    |       |  |
| 5.114 |    /    /    |       |  |
| 5.115 |    /    /    |       |  |
| 5.115.1 |    /    /    |       |  |
| 5.115.2 |    /    /    |       |  |
| 5.116 |    /    /    |       |  |
| 5.117 |    /    /    |       |  |
| (Reserve 5.118 – 5.200)  |
| **VCIN/NCIC 5.201 – 5.300** |
| 5.201 |    /    /    |       |  |
| 5.202 |    /    /    |       |  |
| 5.203 |    /    /    |       |  |
| (Reserve 5.204 – 5.300) |
| **GENERAL 5.301-5.400** |
| 5.301 |    /    /    |       |  |
| 5.301.1 |    /    /    |       |  |
| 5.302 |    /    /    |       |  |
| 5.303 |    /    /    |       |  |
| 5.304 |    /    /    |       |  |
| 5.305 |    /    /    |       |  |
| 5.305.1 |    /    /    |       |  |
| 5.305.2 |    /    /    |       |  |
| 5.306 |    /    /    |       |  |
| 5.307 |    /    /    |       |  |
| 5.308 |    /    /    |       |  |
| 5.309 |    /    /    |       |  |
| 5.310 |    /    /    |       |  |
| 5.311 |    /    /    |       |  |
| 5.312 |    /    /    |       |  |
| Reserve 5.313-5.400 |

*I certify that the above referenced dispatcher has demonstrated competency in all the Dispatcher performance outcomes listed on this form, in compliance with §9.1-102 of the Code of Virginia (1950) as amended, 6VAC20-60-40 Virginia Administrative Code and the regulations of the Criminal Justice Services Board.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Agency Administrator**  |  | **Date:** |       |
|  |  *Signature* |  |  |