

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* |  |  |