



VCJC Annual Training Tracking Annual Inservice 2022

Officer Name:		Date:
Home Address:		VPA ID#:
Work Email:	Work Phone:	
Personal Email:	Personal Phone:	

Annual Requirements:	
30 hours of in-service training (Maximum of 10 hours in a single discipline.) **For example, as an instructor you may claim up to 10 hours in your discipline. Twenty or more hours need to include additional mandated training, or other legitimate training topics with a maximum of ten hours per discipline.)	_____ Hours
Firearms Qualification (VCJC approved course and instructor)	_____ Hours
First Aid/CPR	_____ Hours
Domestic Violence Response (every even year)	_____ Hours
Use of Force and Tactics (VCJC approved instructor)	_____ Hours
Conducted Electrical Weapons Training (Annual recertification if carried)	_____ Hours
Policy Submission	_____
FIP Training (every odd year)	_____ Hours

Inservice Elective Hours Topic Areas:

Please list training below, if an instructor signature is not available, list "not available" in the designated area.

Course Name	Course Hours	Course Credits	Date	****Instructor Signature



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Agency:	Date:

Course Name	Course Hours	Course Credits	Date	Instructor Signature



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Agency:	Date:

I have read and signed this form and attest that the information provided herein is true and accurate to the best of my knowledge. I understand that intentionally making a false written statement that I do not believe to be true with the intent to mislead a public servant in the performance of their official functions on a form bearing this notice is punishable by law. False Statements are subject to Council investigation and the professional regulation process.

OFFICER SIGNATURE	DATE
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TRAINING OFFICER SIGNATURE	DATE
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AGENCY HEAD/DESIGNEE SIGNATURE	DATE
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This form must be maintained for each officer by the police department's Agency head. It is documentation of annual training credit hours received. For audit purposes, a copy of this form must be provided when requested to the Vermont Criminal Justice Council. **This form must be signed by both the officer receiving training, a training officer if applicable, and the Agency Head or Designee.**