**AGENCY NAME:**

**AGENCY HEAD:**

**EMAIL:**

**TO:**

Vermont Criminal Justice Council

317 Academy Road

Pittsford, VT 05763

DATE:

**AFFIDAVIT OF RULE 13 COMPLIANCE**

I, the undersigned, declare upon oath and under penalty of perjury, I am the Agency Authority of the person(s) listed below. I further declare the person(s) listed below has/have complied with Rule 13 of the Vermont Criminal Justice Council Rule and Regulations unless otherwise noted on the final page. If any training for an officer is not completed a waiver must be submitted to extend certification until training can be completed.

**For the period of January 1, 2022, through December 31, 2022**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **FULL NAME**  (Alphabetical by last name) | **Last 4 Digits of SSN** | **Academy Hours** | **Agency Hours** | **TOTAL TRAINING HOURS** | **Check the boxes for each of the following mandatory training**  **the officer has complied with.**  (Firearms qualifications, CEW training, and UOF training must be administered by VCJC-certified instructors) |
|  |  |  |  |  | Firearms  First Aid  DV  UOF  Carries CEW  CEW Training (if carrying) |
|  |  |  |  |  | Firearms  First Aid  DV  UOF  Carries CEW  CEW Training (if carrying) |
|  |  |  |  |  | Firearms  First Aid  DV  UOF  Carries CEW  CEW Training (if carrying) |
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|  |  |  |  |  |  |

**Notes for Specific Officers:** *Note any officers that did not complete training due to medical leave, military leave, FMLA, or employment change.*

☐ I declare this training includes any Council or Legislatively mandated training, and there is documentation for these reported training hours attached in the training tracking sheet provided by the VCJC. I have also submitted paperwork reflecting the class taken and the hours associated.

☐ I further declare our agency has submitted all CEW Incident reports including displays and deployments. *If these have not been submitted, include them with this Rule 13 submission.*

**Each agency is required to submit a copy of each of the policies listed below with their annual training submission.**

**This agency has adopted, and continues to maintain:**

☐ Fair & Impartial Policing policy which includes the essential components as identified by statute, Title 20 VSA 2366.

☐ Conducted Electrical Weapon policy that includes the essential components as identified by the Law Enforcement Advisory Board, if applicable.

☐ Body Worn Camera policy that includes the essential components as identified by the Law Enforcement Advisory Board, if applicable.

☐ Internal Affairs Policy which includes the essential components required by statute, Title 20 VSA 2404(a).

Sincerely,

     

*Agency Head’s Signature* Printed Name Date

Subscribed and sworn to before me this       day of      ,       in the city of      , county of      , State of Vermont, in the United States of America.

Notary Public Commission Expires