

2008-2009 BIENNIUM AGENCY IN-SERVICE TRAINING REPORT

TELECOMMUNICATOR

Date Due: March 1.

I, _____,
(print or type agency head's name)

(print or type agency name)

(print/type agency location)

(print/type agency contact #)

verify that as of the date of this report **ALL telecommunicators** of this agency, with the exception of those listed on page 2, have met the mandatory **IN-SERVICE** Training requirements as set forth in the New Mexico Administrative Code 10.29.7.9. Training documentation is available for inspection.

Total number of commissioned telecommunicators in the agency: _____

*I understand that failure to submit this report by **March 1st** of the reporting year(2008) may result in the suspension of the telecommunicator certification of my employees.*

State of New Mexico)

County of _____) SS.

I (print or type agency head's name) _____,
being first duly sworn, depose and state (based upon information, belief, and available documentation):

I am the agency head of the (print or type agency name) _____
and the foregoing report is true and correct to the best of my personal knowledge.

(Agency head's signature)

Subscribed and Sworn before me this

_____ day of _____, _____.

Notary Public

My commission expires: _____

Registry Input by:

Skills Manger Input:

2008-2009 Exception Report—In-Service Training Telecommunicator

Telecommunicators **NOT** meeting the mandatory in-service training requirements:

	DOB	Last Name	First Name	Cert. #
1				
2				
3				
4				
5				

_____ **Name:** _____ **SSN/Cert#** _____

Explanation: Why is the telecommunicator not in compliance with the In-service Training Requirement

Remediation: What steps are being taken to bring the telecommunicator into compliance?

Timelines: What are the deadlines that are proposed to bring the telecommunicator into compliance?

=====

_____ **Name:** _____ **SSN/Cert#:** _____

Explanation: Why is the telecommunicator not in compliance with the In-service Training Requirement?

Remediation: What steps are being taken to bring the telecommunicator into compliance ?

Timelines: What are the deadlines that are proposed to bring the telecommunicator into compliance?

(use additional sheets if necessary)

2008-2009 Exception Report—Compliance Reporting Telecommunicator

Last Name: _____ **First Name:** _____ **Cert. #:** _____

NMAC Rule 10.29.7.9.A: Maintenance training/education (8 hours)				
Date Attended	Course Title	Course Hours	Location/Agency	Instructor(s)
TOTAL HOURS:				
NMAC Rule 10.29.7.9.B: Advanced and specialized training (8 hours)				
Date Attended	Course Title	Course Hours	Location/Agency	Instructor(s)
TOTAL HOURS:				
NMAC Rule 10.29.7.9.C Miscellaneous training (4 hours)				
Date Attended	Course Title	Course Hours	Location/Agency	Instructor(s)
TOTAL HOURS:				

(use additional sheets if necessary)

The above listed telecommunicator previously reported as out of compliance, has been brought into compliance for the period of _____(year 1) to _____(year 2).

Date Submitted: _____

2008-2009 Exception Report—Compliance Reporting Telecommunicator

Telecommunicator achieving compliance with the mandatory In-Service Training requirements:

Last Name: _____ **First Name:** _____ **Cert. #:** _____

Agency: _____

Address _____

Contact# _____

Submitted by: _____

(print name and title)

Contact# _____

Signature of submitting official: _____

Registry Input by:	Skills manager entry by:
--------------------	--------------------------