

To: All Law Enforcement Executive Managers and Training Coordinators

From: Carla Roberts,  
Law Enforcement In Service Training Coordinator

Re.: Law Enforcement Training Quality Improvement

Thank you for participating in our In Service Law Enforcement Training program. As we end our fourth year, we hope to offer more classes to help you increase your department's effectiveness. In order to provide this service, we need your help. Remember that we offer most classes at no cost to certified officers. Please complete the short questionnaire below indicating the specific areas of training that are most needed at your agency. Feel free to contact us at 919-209-2514. Again, thank you for your support.

**Specific Areas of Instruction Requested.** Please print or type your requests.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

You may continue your list on the back of this sheet.

**Best days of the week for your agency staff to attend classes:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Completed by \_\_\_\_\_ Address \_\_\_\_\_  
Title/Department

Phone Number \_\_\_\_\_

**Return to:**  
**In Service Law Enforcement Training**  
**PO Box 2350**  
**Smithfield NC 27577**  
Or Fax to 919-209-2189