

**YOUR AGENCY LETTERHEAD GOES HERE**

May 1, 2015

Telecommunications Portfolio and F7  
Department of Public Safety Standards & Training  
4190 Aumsville Hwy SE  
Salem, OR 97317

Re: Dispatcher, J. Doe DPSST #12345  
Telecommunications Certification Portfolio – Table of Contents

<u>Category</u>		<u>Point Value</u>
Leadership	DPSST Tactical Negotiations Team Supervisor since 2004	1 point
Awards	APCO award – Commitment to Quality (2010)	1 point
Calls for Service	Significant Multi-Jurisdictional Event (Officer Shooting – 2004)	¼ point
Calls for Service	Major Media Event (Murder – 2012)	¼ point
Training	Communications Training Officer (2012 to present)	½ point

All supporting documentation is attached. (Awards, cad reports for calls for service, media events, training records, etc.)

Sincerely,

Supervisor or agency head