



# California CLETS Users Group

PO Box 8564, Alta Loma, CA 91701

Tax ID # 20-4416174

## Telecommunications Training for Trainers (T4T)

May 7-8, 2024

8:30 am to 5:30 pm

Rancho Cordova, CA

CCUG Central and Northern Chapters are pleased to host, with the California Department of Justice (DOJ), a "Telecommunications Training for Trainers" session. This **two-day class** enables law enforcement and criminal justice agencies to certify their trainers in the California Law Enforcement Telecommunications System (CLETS) and the National Crime Information Center (NCIC). The NCIC mandates that all users of CLETS and NCIC information must be trained by the California Department of Justice staff to receive their certification as trainers. This course is designed to be highly interactive and follows a facilitated progressive format where each new concept connects to the previously presented material.

### **POINTS TO NOTE:**

- Your agency may send up to two students to be certified as CLETS trainers.
- Requests for additional students will be considered based on agency size.
- This class is intended for first time students only.
- Accepting the role as a CLETS trainer is a long-term commitment to provide training to their department's entire sworn and non-sworn staff, including terminal operators, patrol and correctional officers, investigators and management/supervisors.
- Students should be familiar with CLETS operations and possess training skills.
- "Hands-on" database instruction will not be provided during this course (you will not access databases on a terminal).

### **CLASS ATTENDANCE POLICY:**

- During class time, electronic devices will not be allowed, please ensure all devices have been turned off and put away.
- Before committing to take this course, make sure you can attend the course in its entirety. 100% attendance is required.
- Any student not attending 100% of the time will not receive a course certificate and will be asked to reschedule their training for a later date.

Location of Training: Department of Justice – Kilgore Location  
3068 Kilgore Road, Rancho Cordova, CA 95670

Dates: May 7 *AND* May 8, 2024, 0830 to 1730 hrs (attendance both days required for certification)

Registration: \$70 for 2024 CCUG members/\$100 for non-members (lunch will be on your own)

Registration: <https://www.ccug.org/event/t4t-may/>

For questions or additional information, please contact Bridget Gonzales at [bridget.gonzales@ccug.org](mailto:bridget.gonzales@ccug.org).

<b>Executive Director</b>	<b>Northern Chapter Director</b>	<b>Central Chapter Director</b>	<b>Southern Chapter Director</b>	<b>Northern Chapter Assistant Director</b>	<b>Central Chapter Assistant Director</b>	<b>Southern Chapter Assistant Director</b>
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