MEMORANDUM

To: Basic School Participants

From: Basic Law Enforcement Training Supervisor

Subject: Driver Training Class

Each student officer is required to provide a properly maintained vehicle in good running condition from the department he/she represents. This vehicle will be used in slow and moderate speed cone courses and controlled pursuit not to exceed 60 m.p.h.

Each student officer will be responsible for seeing that the passenger area is free of debris and moveable objects and that the trunk is empty with the exception of a properly mounted spare tire. Each officer should be supplied by his department with a crash helmet that meets or exceeds VDOT Helmets Standards for his own use during the training program. The Academy has a limited number of helmets on site that are issued on an availability basis.

A statement authorizing use of a department vehicle for the purpose of Driver Training must be submitted bearing the signature of the agency head. This requirement can be met by having the statement below signed by the appropriate official and returned to this office.

Approval is hereby given for a vehicle, provided by this department, to be used by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for Driver Training purposes during Basic Training at the Central Shenandoah Criminal Justice Training Academy.

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Date Signature (Chief/Sheriff)

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