

PROPOSAL FOR NATIONAL INSERVICE TRAINING DATABASE

FUNCTIONS:

1. Input Data
2. Import/Export Data
3. Analyse Data
4. Produce Reports
5. Search

FEATURES:

The database should have the ability to input/access certain information such as-

BIO DATA

No.	Bio Data Needed	Method	Additional Information
1.	Last Name	Text Box	
2.	First Name	Text Box	
3.	Sex	Drop Down List	Male or Female
4.	Rank	Drop Down List	Special Constable – SC, Constable – PC, Corporal – CPL, Sergeant – SGT, Inspector of Police – INSP, Assistant Superintendent of Police – ASP, Superintendent of Police – SUPT, Senior Superintendent of Police – Sr. SUPT, Assistant Commissioner of Police – ACP, Deputy Commissioner of Police – DCP, and Commissioner of Police – COMPOL, Not Applicable
5.	Regulation Number	Text Box	
6.	Region	Drop Down List	See Regions List Below
7.	Formation	Drop Down List	See Formations List Below
8.	Posting	Drop Down List	See Postings List Below

TRAINING DATA INPUT

No.	Training Data Needed	Method	Additional Information
1.	Category	Drop Down List	Mandatory or Electives
2.	Credit Hours	Text Box	Fixed by Admin and/or Content Contributors & Credited as Mandatory (minimum of 28 hrs), Elective (minimum of 12 hrs) or Instructor (maximum of 12 hrs) Credit Hours.
3.	Facilitators	Text Box	First Name, Last Name, Rank (if applicable), & Postings (if applicable), etc. NOTE: Not all facilitators are police officers.

REGIONS:

1. Northern Region
2. Eastern Division
3. Western Region
4. Southern Region

FORMATIONS:

1. Northern Region:
 - a. Corozal Police Formation
 - b. Orange Walk Police Formation
2. Western Region:
 - a. Police Headquarters - Belmopan
 - b. San Ignacio Police Formation
 - c. Benque Viejo Police Formation
 - d. Belmopan Police Formation
 - e. Roaring Creek Police Sub-Formation
3. Eastern Division:
 - a. Police Headquarters – Eastern Division
 - b. Precinct 1
 - c. Precinct 2
 - d. Precinct 3
 - e. Precinct 4
 - f. Ladyville Police Sub-Formation
 - g. Hattievile Police Sub-Formation
 - h. Caye Caulker Police Formation
 - i. San Pedro Police Formation
4. Southern Region:
 - a. Punta Gorda Police Formation
 - b. Intermediate Southern Formation
 - c. Placencia Police Sub-Formation
 - d. Seine Bight Police Sub-Formation
 - e. Hopkins Police Sub-Formation
 - f. Dangriga Police Formation

POSTINGS:

1. Relief
2. Staff Duties
3. Station Manager
4. Crimes Investigations Branch [CIB]
5. Special Branch [SB]
6. Quick Response Team [QRT]
7. Prosecution Branch
8. Gang Intelligence, Interdiction & Investigation [GI³]
9. Anti-Narcotics Unit [ANU]
10. Special Patrol Unit [SPU]
11. Tourism Police Unit [TPU]
12. Major Crimes Unit [MCU]
13. Mobile Interdiction Unit [MIU]
14. K-9 Unit
15. Professional Standards Branch [PSB]
16. Deputy Officer Commanding/ Deputy Commander
17. Officer Commanding/Commander
18. Regional Commander
19. Special Assignment
20. Other

ACCOUNT PRIVILEGES

1. Administrators (Full access to add data/information, create/add users, edit information/data inputted by content contributors, print reports, search data base, etc.)
2. Content Contributors (Create/add users, create/add training courses conducted, bulk selection of course participants who attended courses, access & print training data records for formation, unit, branch to which posted including personal records of sessions facilitated and/or attended)
3. System User (Access & downloading/printing of personal training data records)

DATA ANALYSIS FUNCTIONS NEEDED

1. Total amount of officers & percentage trained daily, weekly, monthly, quarterly, mid-year, annually. Option to generate by Region, Formation, and Unit/Branch.
2. Total amount of officers trained by category [mandatory and/or elective topics].
3. Total amount of officers & percentage trained in a particular topic/lesson nationally, regionally, by formation or unit/branch.
4. Tracking, sorting or flagging of officers who does not meet training hours criteria per annum.

(Including: Graphs, Bar Charts, Pie Charts)

REPORTS CAPABILITIES

1. **Daily**
2. **Weekly**
3. **Monthly**
4. **Quarterly Reports**
5. **Yearly Reports**
6. **Individual Report Cards/Transcripts**
7. **Formations/Regional/Unit Training Data Reports**

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