

**Sumner Communications Center  
Data Sheet**

C.O. NAME: \_\_\_\_\_  
SHIFT: \_\_\_\_\_

DATE: \_\_\_\_\_  
HOURS WORKED: \_\_\_\_\_

**Please keep a numerical count of all duties performed during your shift for the following categories**

Incoming Calls (Business Lines): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

911 Calls: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Outgoing Calls (Business Lines): \_\_\_\_\_  
\_\_\_\_\_

Call for Service Issued: \_\_\_\_\_  
Call for Service Entered: \_\_\_\_\_

Infraction Entries: \_\_\_\_\_

Jail Packets/Fingerprint Cards: \_\_\_\_\_

Report Entries: \_\_\_\_\_

SFD Calls (Fire, Aid, or Service): \_\_\_\_\_

**WACIC/NCIC INQUIRY/ENTRIES/CLEARING**

Vehicle Impound: \_\_\_\_\_  
Warrants (Entry Hard Copies): \_\_\_\_\_  
(Entries): \_\_\_\_\_ (Proofing): \_\_\_\_\_  
Pawn Cards (Entries): \_\_\_\_\_  
(Filing): \_\_\_\_\_  
Stolen/Recovered Property: \_\_\_\_\_  
ADRS: \_\_\_\_\_

Missing Person: \_\_\_\_\_  
Restraining Orders: \_\_\_\_\_  
Quashed/Cleared Warrants: \_\_\_\_\_  
MVTR: \_\_\_\_\_ Clrd: \_\_\_\_\_  
Gun Entries: \_\_\_\_\_ Clrd: \_\_\_\_\_  
CCDRS: \_\_\_\_\_

TTY/TDD Monthly Test: Yes \_\_\_\_\_ No \_\_\_\_\_  
Counter: \_\_\_\_\_

Monthly Alarm Test: Yes \_\_\_\_\_ No \_\_\_\_\_  
Ministerial Service: \_\_\_\_\_

Miscellaneous (Please list and count all items): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C.O. Signature: \_\_\_\_\_

Date: \_\_\_\_\_