



North Carolina Department of Public Safety
Office of Staff Development & Training

Pat McCrory, Governor
Frank L. Perry, Secretary

W. David Guice, Commissioner
Charles D. Walston, Director

MEMORANDUM

TO: NCDPS – Division of Adult Correction and Juvenile Justice Executive Management, Division Training Coordinators



FROM: Charles D. Walston, Director – Office of Staff Development & Training

DATE: May 12, 2014

RE: Receiving Training Credit via the Learning Management System (LMS)

The Office of Staff Development and Training has revised and updated our standard operating procedures related to the awarding of training credit via the newly implemented Learning Management System (LMS). The updated SOP provides a more efficient and organized process for our employees to utilize when seeking training credit.

The attached changes, which can also be found on our website, are intended to provide a streamlined process which will more efficiently address the training needs of our employees. Please share this information with all staff at your work locations to ensure our employees have the most updated procedures.

All training forms and other information can be found on the DPS OSDT web page: <https://www.ncdps.gov/Index2.cfm?a=000003,002391,002395,002408>

We appreciate your patience and continued cooperation as we finalize full implementation of the Learning Management System (LMS).

Attached: Receiving Training Credit via the Learning Management System (LMS) <PDF>

CDW/cml

cc: OSDT Senior Management Team
File/Web