



## Task Books

Initiated, But Not Completed		
Event Code	Job Code	Initiated Date
<i><b>Example: W</b></i>	<i><b>Example: FFT1</b></i>	<i><b>Example: MM/DD/YYYY</b></i>

Initiated And Completed (1 column per Task Book)		
<i>Job Code, and Initiated Date</i> <b>Example: W-FFT1 MM/DD/YYYY</b>	<i>Job Code, and Initiated Date</i>	<i>Job Code, and Initiated Date</i>
<i>Final Evaluator</i> <b>Example: Last Name, First Name, Middle Initial</b>	<i>Final Evaluator</i>	<i>Final Evaluator</i>
<i>Title</i> <b>Example: Station Manager</b>	<i>Title</i>	<i>Title</i>
<i>Home Unit</i> <b>Example: NMNPA, Northern Pueblos Agency</b>	<i>Home Unit</i>	<i>Home Unit</i>
<i>Phone Number</i> <b>Example: 801-354-5678</b>	<i>Phone Number</i>	<i>Phone Number</i>
<i>Certifier's IQCS Empl ID (NOT SSN)</i> <b>Example: This Person Must Be In The IQCS Data Base</b>	<i>Certifier's IQCS Empl ID</i>	<i>Certifier's IQCS Empl ID</i>
<i>Title</i> <b>Example: District FMO</b>	<i>Title</i>	<i>Title</i>
<i>Home Unit</i> <b>Example: ORWSA, Warm Springs Agency</b>	<i>Home Unit</i>	<i>Home Unit</i>
<i>Phone Number</i> <b>Example: 801-456-9875</b>	<i>Phone Number</i>	<i>Phone Number</i>
<i>Certification Date</i> <b>Example: MM/DD/YYYY</b>	<i>Certification Date</i>	<i>Certification Date</i>