



EDDIE J. PUST
CHIEF OF POLICE

CITY OF HEMET
POLICE

EXCELLENCE IN SERVICE SINCE 1910

REQUIRED DOCUMENTS

INSTRUCTIONS: Please note that all the items covered on this list are your responsibility to obtain and should be submitted with your background paperwork as indicated. Some of these documents may take sometime to receive, please begin working on them at once!

Documents to be returned one week after initial background meeting:

- Personal History Statement (PHS), this document can be downloaded from online at: www.post.ca.gov
- Pre-investigative questionnaire, this document can be downloaded from online at: <https://www.hemetca.gov/DocumentCenter/View/6206/Pre-Investigative-Questionnaire>
- Applicant Autobiography.

Documents to be submitted online to background investigator upon request:

- 1. A **LEGIBLE** copy of your birth certificate (available from the Registrar of Vital Statistics in the County of your birth, or the State Department of Health).
- 2. If born outside the United States, a copy of your Certificate of Naturalization or proof of application and eligibility for citizenship.
- 3. **Official** high school **transcripts**, whether or not you graduated. (Available from your school records officer or school district office)
- 4. **Official** college **transcripts** (if any) from EACH college and university you have attended, whether or not you graduated.
- 5. Copy of your high school diploma, G.E.D. Certificate or High School Proficiency.
- 6. Copy of any college diplomas you have earned.
- 7. Copy of any law enforcement training certificates you have received.
- 8. Proof of current automobile insurance. *Must reflect effective dates and your name as insured.*
- 9. Written proof of Selective Service registration (if male and born any time other than March 30, 1957 through December 31, 1959. You can contact Selective Service by calling 1-847-688-6888 or on the Internet at www.sss.gov).



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REQUIRED DOCUMENTS - Continued

- 10. A copy of your DD214 if you were in the military, along with any awards, training certificates or decorations you received.
- 11. A copy of your current CALIFORNIA driver's license.
- 12. DMV Report- 36 month original driving report.
- 13. A copy of any police reports in which you were **arrested**. Note: if you are not applying for a peace officer position, you need furnish only copies of arrest reports which resulted in a conviction.
- 14. If you have been married, a copy of your County-issued Marriage Certificate for **each** marriage (available from the County Registrar).
- 15. For any marriages dissolved, a copy of the final Dissolution/Annulment order for **each** marriage dissolved.
- 16. A true copy of each police accident report taken within the past three (3) years in which you were named as a DRIVER.
- 17. A copy of any civil judgment against you within the past seven (7) years.
- 18. An official, current credit profile (no more than 30 days old).
- 19. A copy of your signed Social Security Card.
- 20. Copies of any other certificates, awards, evaluations, recognitions, etc. you would like considered.
- 21. Contact information for three direct neighbors (Typed List: Name, Last name, phone #)

Acknowledgment

I understand that it is my responsibility to arrange for all of the documents above which apply to me. Failure to provide these documents as specified will result in my application being disqualified from further consideration for this position.

Signature of Applicant



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ADMONISHMENTS

Personal History Statement

There are very few automatic bases for rejection. Even issues of prior misconduct, such as prior illegal drug use, driving under the influence, theft, or even arrest or conviction are usually not, in and of themselves, automatically disqualifying. However deliberate misstatements or omissions can and often will result in your application being rejected, regardless of the nature or reason for the misstatements/omissions. In fact, the number one reason individuals "fail" background investigations is because they deliberately withhold or misrepresent job-relevant information from their prospective employer.

BOTTOM LINE: You are responsible for providing complete, accurate, and truthful responses.

I hereby certify that I have personally completed the Personal History Statement (PHS) and that all statements made are true and complete to the best of my knowledge and belief. I understand that any misstatement of material fact may subject me to disqualification; or, if I have been appointed, may disqualify me from continued employment.

Have you read and do you understand the above PHS admonishment? Yes No

Date

Signature

Printed Name

Pre-Investigative Questionnaire

I understand that as an applicant for this position, I am required to complete a Pre-Investigative Questionnaire (PIQ). I am aware that any false statements or omissions made on the questionnaire will cause my name to be removed from the eligibility list or be cause for non-selection. I understand that I am subject to termination if discrepancies are discovered after I have been appointed. Additionally, I understand that I am to immediately notify my background investigator or prospective employer of any changes in information related to my prospective employment. Failure to make notification of these changes could also be grounds for disqualification and / or non-selection. I also acknowledge that any records obtained during my background investigation are confidential and will be the property of my prospective employer.

Have you read and do you understand the above PIQ admonishment? Yes No

Do you have any questions about this admonishment? Yes No

Date

Signature

Printed Name



PRE-INVESTIGATIVE QUESTIONNAIRE

CRIMINAL & ARREST INFORMATION

Read and answer the following questions carefully and honestly. If you respond with a "Yes" to any question, you are required to provide further details on the attached explanation form(s), except for questions marked with an asterisk (*). Your responses are subject to additional inquiry by an Investigator and verification by a Polygraph Examination.

1. What is your true first name? _____

2. What is your true last name? _____

3. Do these names appear on your birth certificate?

Yes	<input type="checkbox"/>		No	<input type="checkbox"/>
-----	--------------------------	--	----	--------------------------

4. What is your true date of birth? (MM/DD/YYYY) _____

Have you ever committed any of the following acts?

Yes	No
-----	----

5. Arson (Intentionally set a fire) _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

6. Burglary (entry of a structure or vehicle to commit theft or other crime) _____

<input type="checkbox"/>	<input type="checkbox"/>
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7. Robbery (theft from another person utilizing a weapon or force) _____

<input type="checkbox"/>	<input type="checkbox"/>
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8. Homicide _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

9. Theft _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

10. Forgery _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

11. Kidnapping _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

12. Extortion (Blackmail) _____

<input type="checkbox"/>	<input type="checkbox"/>
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13. Embezzlement (theft of money or other valuables entrusted to you) _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

14. Rape (sexual intercourse by force) _____

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
-----	----

- | | | |
|--|--------------------------|--------------------------|
| 15. Child Abuse | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Child molestation (any sex act with a child) | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Bestiality (any sex act with an animal) | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. Prostitution (intercourse for money or other considerations) | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Soliciting Prostitution (asking for sex in return for money or vice versa) | <input type="checkbox"/> | <input type="checkbox"/> |
| 20. Soliciting a lewd act in a public place | <input type="checkbox"/> | <input type="checkbox"/> |
| 21. Pimping (deriving support from a prostitute) | <input type="checkbox"/> | <input type="checkbox"/> |
| 22. Pandering (encouraging another to be a prostitute) | <input type="checkbox"/> | <input type="checkbox"/> |

Provide additional explanation to the following questions (as needed) on the attached explanation form(s).

- | | | |
|---|--------------------------|--------------------------|
| 23. Have you ever been arrested for an illegal act? | <input type="checkbox"/> | <input type="checkbox"/> |
| 24. Have you ever had sex with a member of your family (excluding spouse)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 25. Have you in the past or do you now regularly associate with persons whom you know to have engaged in and/or been arrested for unlawful sexual activity? | <input type="checkbox"/> | <input type="checkbox"/> |
| 26. Have you committed any forcible sex act (sodomy, oral copulation, etc.)? | <input type="checkbox"/> | <input type="checkbox"/> |
| 27. Have you ever committed any violent assault upon another? | <input type="checkbox"/> | <input type="checkbox"/> |
| 28. Have you ever committed assault upon your spouse, ex-spouse or someone you had a relationship with? | <input type="checkbox"/> | <input type="checkbox"/> |
| 29. Have you ever been asked to submit to a polygraph examination? | <input type="checkbox"/> | <input type="checkbox"/> |
| 30. Has the fact that you want this job caused any conflict with your family? | <input type="checkbox"/> | <input type="checkbox"/> |

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
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-
31. Have you ever failed to pass a polygraph examination? Yes No
-
32. Have you placed any false information on your employment application or personal history background forms? Yes No
-
33. Have you deliberately omitted any information on your employment application or personal history background forms? Yes No
-
34. When you left high school, did you receive a graduation diploma? Yes No
-
35. When you left high school, did you receive a GED? Yes No
-
36. Have you passed the high school equivalency examination? Yes No
-
37. Would you have any reason to be concerned about an investigation into your past work records? Yes No
-
38. Were you ever fired from a job? Yes No
-
39. Were you ever asked to resign from a job? Yes No
-
40. Did you ever leave a job to avoid being fired? Yes No
-
41. Have you shown the true and complete reasons for leaving each of your previous jobs? Yes No
-
42. Did you ever leave any job with hard feelings toward the management or co-workers? Yes No
-
43. Do you think you could return to work for all of your former employers? If not, explain. Yes No
-
44. In the past year, how many times have you been late for work? _____
-
45. In the past year, how many days of work have you missed for reasons other than illness? _____
-
46. Have you ever worked for any other law enforcement agency in any capacity? Yes No
-
47. Have you ever applied at any other law enforcement agency for any type of job? Yes No
-
48. Have you ever been turned down as unacceptable by any other law enforcement agency? Yes No
-

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
-----	----

- | | | |
|---|--------------------------|--------------------------|
| 49. Were you ever turned down as unacceptable by the military? | <input type="checkbox"/> | <input type="checkbox"/> |
| 50. Are you currently registered in the Selective Service System? | <input type="checkbox"/> | <input type="checkbox"/> |
| 51. Have you ever served in any branch of the Armed Force?(If no, skip to Question 59) | <input type="checkbox"/> | <input type="checkbox"/> |
| 52. Would you have any reason to be concerned about an investigation into your military record? | <input type="checkbox"/> | <input type="checkbox"/> |
| 53. While in the service, were you ever placed under military arrest? | <input type="checkbox"/> | <input type="checkbox"/> |
| 54. While in the service, were you ever court-martialed? | <input type="checkbox"/> | <input type="checkbox"/> |
| 55. While in the service, did you receive any type of disciplinary action? | <input type="checkbox"/> | <input type="checkbox"/> |
| 56. While in the service, were you ever reduced in grade or rank? | <input type="checkbox"/> | <input type="checkbox"/> |
| 57. While in the service, were you ever AWOL? | <input type="checkbox"/> | <input type="checkbox"/> |
| 58. Would you have any reason to be concerned about an investigation into your arrest record? | <input type="checkbox"/> | <input type="checkbox"/> |
| 59. As a juvenile, were you ever arrested or cited? | <input type="checkbox"/> | <input type="checkbox"/> |
| 60. As an adult, were you ever arrested or detained? | <input type="checkbox"/> | <input type="checkbox"/> |
| 61. Have you ever petitioned any court to seal or expunge a criminal or juvenile record? | <input type="checkbox"/> | <input type="checkbox"/> |
| 62. Have you ever had a warrant issued for your arrest? | <input type="checkbox"/> | <input type="checkbox"/> |
| 63. Are you now wanted for any reason by any law enforcement agency? | <input type="checkbox"/> | <input type="checkbox"/> |
| 64. Have you ever been a suspect in a crime? | <input type="checkbox"/> | <input type="checkbox"/> |
| 65. Have you ever been charged with a crime? | <input type="checkbox"/> | <input type="checkbox"/> |
| 66. Other than minor traffic matters, have you ever been fined by a court? | <input type="checkbox"/> | <input type="checkbox"/> |

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
-----	----

- | | | |
|---|--------------------------|--------------------------|
| 67. Have you spent any time, either as a juvenile or an adult, locked up in a jail? | <input type="checkbox"/> | <input type="checkbox"/> |
| 68. Since you were 18 years old, have you ever shoplifted from a store? | <input type="checkbox"/> | <input type="checkbox"/> |
| 69. Have you ever falsified an income tax form? | <input type="checkbox"/> | <input type="checkbox"/> |
| 70. Have you ever falsified an insurance claim? | <input type="checkbox"/> | <input type="checkbox"/> |
| 71. Have you ever committed fraud by collecting unemployment or welfare benefits (including food stamps) when you were not entitled to? | <input type="checkbox"/> | <input type="checkbox"/> |
| 72. Have you ever stolen a motor vehicle? | <input type="checkbox"/> | <input type="checkbox"/> |
| 73. Have you ever been sent to jail over anything involving a motor vehicle? | <input type="checkbox"/> | <input type="checkbox"/> |
| 74. Since you were 18 years old, have you committed any serious undetected crime? | <input type="checkbox"/> | <input type="checkbox"/> |
| 75. Have you ever made serious plans to commit rape? | <input type="checkbox"/> | <input type="checkbox"/> |
| 76. Have you ever made serious plans to commit robbery? | <input type="checkbox"/> | <input type="checkbox"/> |
| 77. Have you ever made serious plans to commit burglary? | <input type="checkbox"/> | <input type="checkbox"/> |
| 78. Have you ever made serious plans to commit theft? | <input type="checkbox"/> | <input type="checkbox"/> |
| 79. Have you ever made serious plans to commit murder? | <input type="checkbox"/> | <input type="checkbox"/> |
| 80. Have you ever made serious plans to commit arson? | <input type="checkbox"/> | <input type="checkbox"/> |
| 81. Have you, within the past ten years, done anything that you could have been arrested for doing? | <input type="checkbox"/> | <input type="checkbox"/> |
| 82. Would you have any reason to be concerned about an investigation into your moral background? | <input type="checkbox"/> | <input type="checkbox"/> |
| 83. Since you were 16 years old, have you committed any type of sexual crime? | <input type="checkbox"/> | <input type="checkbox"/> |
| 84. Since you were 16 years old, have you thought about committing some type of sexual crime? | <input type="checkbox"/> | <input type="checkbox"/> |

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
-----	----

-
85. Have you ever paid for sex?
-
86. Have you ever received any type of payment for sex?
-
87. Have you ever sexually molested a child?
-
88. Have you ever committed a sexual act in public?
-
89. Would you have any reason to be concerned about an investigation into your use of illegal drugs?
-
90. Have you ever smoked or used marijuana?
-
91. Within the past 3 years, have you smoked marijuana?
-
92. Of your knowledge, do any of your present circle of friends and acquaintances use any type of illegal narcotics, pills or drugs?
-
93. Within the past year, have you been in the presence of anyone using illegal drugs?
-
94. Have you ever illegally purchased any type of narcotic, pill or drug?
-
95. Have you ever sold any type of narcotic, pill or drug?
-
96. Have you ever illegally cultivated marijuana?
-
97. Have you ever been involved in the manufacture of any drug?
-
98. Have you ever been the "middle man," a "go-between," or "done a favor for a friend" by becoming involved in an illegal drug transaction?
-
99. Has anyone other than a medical person ever injected anything into your body?
-
100. Is anyone you are currently living with keeping any illegal drugs or substances at your residence?
-
101. In the past 3 years, has anyone you've lived with kept illegal drugs or substances at your residence?
-
102. Have you ever stolen alcohol?
-

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
-----	----

103. Do you object to others using illegal narcotics or drugs?

<input type="checkbox"/>	<input type="checkbox"/>
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104. Would you have any reason to be concerned about an investigation into your honesty?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

105. Have you ever stolen any money from a place where you worked?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

106. Have you ever borrowed money from an employer and not paid it back?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

107. Have you ever embezzled any money from an employer?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

108. Have you ever had a collection or debt turned over to a collection agency?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

109. Have you ever been late paying rent?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

110. Has your salary ever been garnished for non-payment of debts?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

111. Have you ever purchased goods repossessed?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

112. Have you ever filed for bankruptcy?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

113. Have you ever avoided paying any lawful debt by moving away?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

114. Have you ever been late paying your taxes?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

115. Have you ever been late in making child support payments?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

116. Have you ever been late in repaying a student loan?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

117. Have you had a check "bounce" within the past 3 years?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

118. Have you ever borrowed money to gamble with?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

119. Have you ever borrowed money to pay a gambling debt?

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

120. What is the most you have ever lost by gambling at one time?

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
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-
121. Do you feel you have a problem with gambling?
-
122. Have you ever been a plaintiff or defendant in any civil court action?
-
123. Do you presently have any civil actions pending in court?
-
124. Would you have any reason to be concerned about an investigation into your drinking habits?
-
125. Do you drink any type of alcohol?
-
126. Have you ever done anything illegal after drinking alcohol?
-
126. Have you ever done anything illegal while drinking alcohol?
-
128. How many traffic citations have you received in your life? _____
-
129. Have you ever had a warrant issued for your arrest?
-
130. Have you ever had a traffic citation that did not show on your California DMV printout?
-
131. Have you ever been the driver in any traffic accident?
-
132. Has your driver's license ever been suspended or revoked?
-
133. Has your auto insurance ever been placed in the assigned risk pool?
-
134. Has your auto insurance ever been canceled for cause?
-
135. Do you have auto insurance required by the State of California?
-
136. Since being licensed to drive, have you ever not had insurance as required by law?
-
137. Have you ever caused anyone serious injury by your operation of a motor vehicle?
-
138. Have you ever caused the death of anyone by your operation of a motor vehicle?
-

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
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-
139. Have you ever fled the scene of a hit-and-run accident? Yes No
-
140. Have you ever driven a motor vehicle while under the influence of alcohol? Yes No
-
141. Have you ever driven a motor vehicle while under the influence of any type of drug? Yes No
-
142. In the past month have you ever driven a motor vehicle under the influence of alcohol? Yes No
-
143. In the past month have you ever driven a motor vehicle under the influence of any type of drug? Yes No
-
144. Have you ever been arrested or cited for driving while under the influence of alcohol or drugs? Yes No
-
145. Would you have reason to be concerned about an investigation into your loyalty to the United States? Yes No
-
146. Are any of your relatives, friends or associates connected to or sympathetic with terrorists or any organization detrimental to our government? Yes No
-
147. Are you connected or sympathetic with terrorists or organizations detrimental to our government? Yes No
-
148. Have you, yourself, ever given any confidential information to any organization or individual that was detrimental to our government? Yes No
-
149. Would you have any reason to be concerned about an investigation into your personnel record? Yes No
-
150. In the past 5 years, have you been in a fight in a bar? Yes No
-
151. In the past 5 years, have you been in any fight? Yes No
-
152. In the past 5 years, have you started a fight? Yes No
-
153. Since you were 18, have you ever struck or injured any person? Yes No
-
154. Have you ever struck someone you were living with? Yes No
-
155. Other than in warfare, have you ever caused serious injury to a human being? Yes No
-

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
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-
156. Other than in warfare, have you ever been involved in a violent incident such as a shooting, knifing, or fight where someone was or could have been seriously injured or killed? Yes No
-
157. Other than in warfare, have you ever used any weapon against someone? Yes No
-
158. Other than in warfare, have you ever caused the death of a human being? Yes No
-
159. Do you frequently lose your temper? Yes No
-
160. Have you ever fired a firearm when not on a shooting range or while hunting legally? Yes No
-
161. Are you afraid of firearms? Yes No
-
162. Have you ever applied for a permit to carry a concealed weapon? Yes No
-
163. Do you feel you can take orders from your superior officer-without resentment? Yes No
-
164. Do you have any prejudices? Yes No
-
165. Do you feel your prejudices might affect your ability to perform this job? Yes No
-
166. Have you ever maliciously burned any property? Yes No
-
167. Have you ever turned in a false fire alarm? Yes No
-
168. Have you ever made an anonymous obscene phone call? Yes No
-
169. Have you ever in your entire lifetime done anything at all that you are ashamed of? Yes No
-
170. Is there some undisclosed reason why you want to work with us? Yes No
-
171. Do you know of any reason why you should not be hired by the department for the position for which you have applied? Yes No
-
172. Are you withholding any information that might eliminate you from consideration for this job? Yes No
-
173. Can you say in complete honesty that you have answered each question truthfully? Yes No
-

DRUG USE QUESTIONNAIRE

174. Have you ever injected an illegal drug into your body? Yes No
175. Have you ever sold any illegal drug(s)? Yes No
176. Have you ever participated in the illegal manufacture, cultivation, or production of any drug, narcotic or controlled substance? Yes No
177. Have you ever acted as a courier by transporting any drug, narcotic or controlled substance for other than legitimate purposes? Yes No
178. Have you ever told anyone else where to purchase illegal drugs? Yes No
179. Have you held or temporarily stored any drug, or controlled substance for yourself or anyone else? Yes No
180. Have you ever been present when illegal drugs were being used, possessed, or sold? (Not in the course of your duties as a law enforcement officer.) Yes No
181. Have you ever used illegal drugs or controlled substances? (If "Yes", explain.) Yes No
- 182.

PRE-INVESTIGATIVE QUESTIONNAIRE

183. Have you ever, during your entire lifetime, used, tried, experimented, or in anyway, ingested into your body any of the following drugs?

	Substance	Date Last Used	Apx. # of Times	Yes	No
184.	Marijuana or Hashish/Hash Oil	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
185.	Opiates / Heroin	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
186.	Cocaine	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
187.	Barbiturates	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
188.	Amphetamine (Crosstops, Whites, Bennies, Uppers)	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
189.	Methamphetamine (Speed, Crank)	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
190.	Crack/Ice	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
191.	LSD or other hallucinogen including mushrooms	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
192.	PCP (Angel Dust, Sherms)	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
193.	Steroids	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
194.	Used a pharmaceutical drug prescribed for another person Type	<input type="text" value="/ /"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

PRE-INVESTIGATIVE QUESTIONNAIRE

Yes	No
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If the answer to any of the following are "Yes", explain fully on the attached explanation form(s).

195. Have you ingested (glue sniffing, Jimson weed, etc.) any other illegal drug, narcotic or controlled substance not listed above.
-
196. Are there any illegal drugs in your car?
-
197. Are there any illegal drugs in your home?
-
198. Are any illegal drugs in your possession?
-

GANG ACTIVITIES & RELATIONSHIPS

Provide the name of any gang or gangs you have had any kind of contact, relationship, or membership with when answering these questions in this section.

If the answer to any of the following is "Yes", provide your age and/or related dates on the attached explanation form(s).

199. Have you ever been a member or associate of any street gang?
-
200. Has any member of your family ever been a member of a street gang, or knowingly associated with a member of any street gang?
-
201. Have you ever attended a gathering or meeting of any street gang?
-
202. Have you ever participated in any gang, or gang related activity, including car washes?
-
203. Have you ever been present when any kind of gang activity, lawful or unlawful, took place?
-
204. Have you ever violated any law while associating with a member of a street gang?
-
205. Have you ever been detained, or questioned by any law enforcement agency while in the company of a member or members of a street gang?
-
206. If a records check was made of files containing known street gang members, or persons associating with street gang members, would your name, or nickname, appear?
-

PRE-INVESTIGATIVE QUESTIONNAIRE

CERTIFICATIONS

I hereby certify that all statements made and information provided to background investigators in this questionnaire are true, accurate, and complete. I have not withheld or failed to disclose any information. I understand that any misstatement of material facts, deception of any kind, or making/providing any misleading statements, will subject me to disqualification or dismissal.

Date

Candidate Signature

Printed Name

PRE-INVESTIGATIVE QUESTIONNAIRE - EXPLANATION FORM

Candidate Name

Date

Please use the following blank document for further explanation, as needed or required, on the Pre-Investigative Questionnaire. Reference page and question number in your responses. Add page numbers as needed.



EDDIE J. PUST
CHIEF OF POLICE

CITY OF HEMET
POLICE

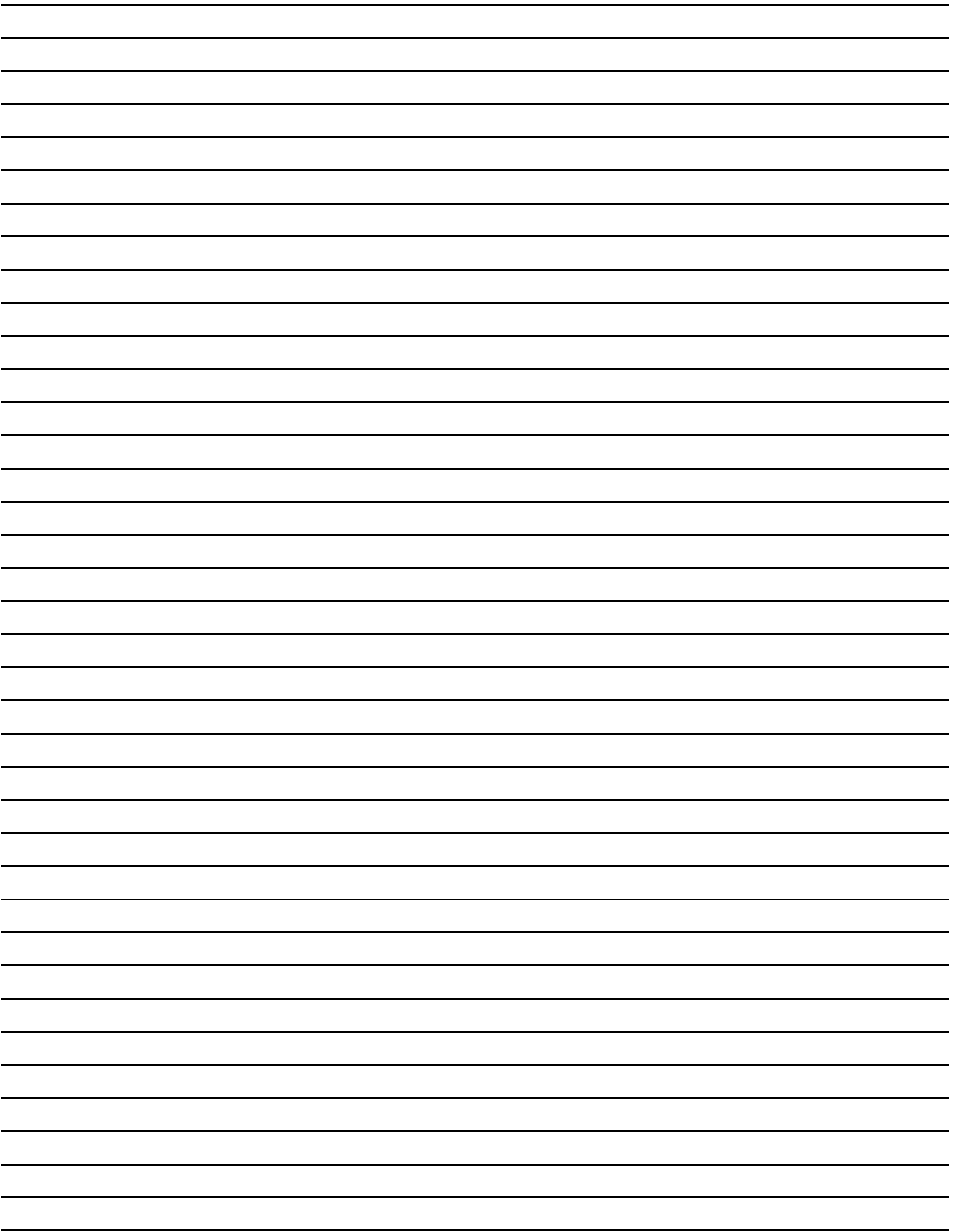
EXCELLENCE IN SERVICE SINCE 1910

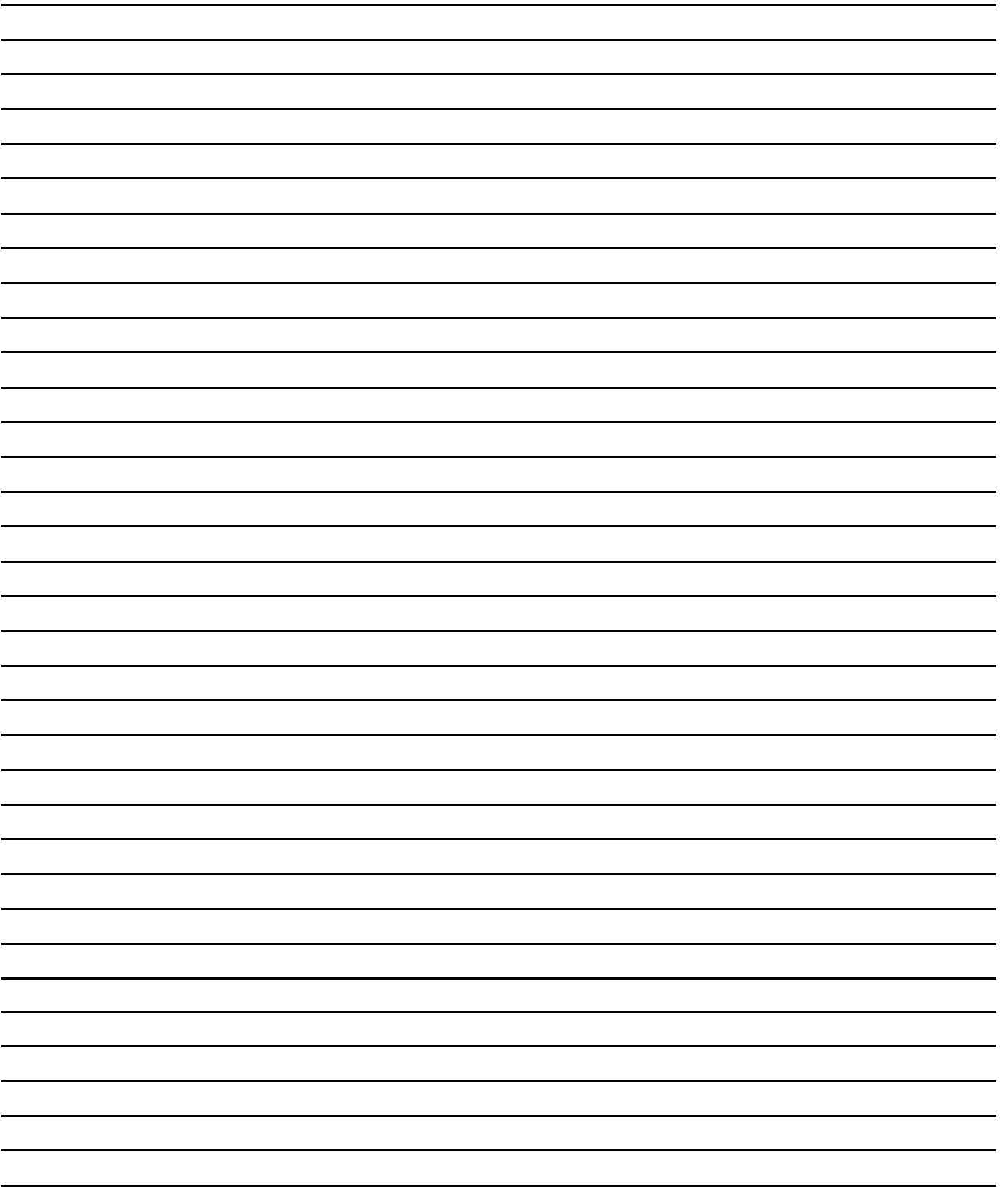
Applicant Autobiography Instructions

Using the following pages, please hand-write a two (2) to three (3) page autobiography outlining your life experiences. Your autobiography should include all of the **applicable** topics from the list below.

1. When and where you were born
2. Places where you have lived and reason for relocating
3. Schools attended
4. Activities participated in (i.e- sports, clubs, and organizations- during and after school)
5. Military history
6. When your interest in the position you are applying for commenced
7. In summary: all of your life history to present

Your autobiography should be printed in black ink (*one sided only, do not print on both sides of paper*), and may only be completed by you, the applicant. Incomplete or missing forms will result in application process disqualification.







LIVE SCAN FINGERPRINT INSTRUCTIONS

(During COVID-19 Pandemic)

1. Complete the "Applicant Information" section on the attached Request for Livescan Service form (outlined in black).
2. Applicants for employment have the option to process their prints at any other listed local areas. Note- rolling fees do apply per location. Please follow this link to find a location near you.
<https://oag.ca.gov/fingerprints/locations?county=Riverside>
3. If processing your prints through an outside agency, take the completed form with you to your appointment.
4. If processing your prints through our agency, please send the completed form to Jtorres@cityofhemet.org along with a copy of your Driver License (front and back) 24 hrs prior to your appointment to minimize exposure and person to person contact.

Per DOJ Best Practices to Live Scan, we require that all applicants wear a face mask into the facility and throughout the process (**Mask(s)/ face cover(s) will not be provided to the applicant**). Applicants will be required to wash and sanitize their hands prior to the rolling process.

Applicants will be asked a series of COVID-19 related questions prior to the rolling process. Live Scan Operators will cancel any appointments if applicant does not possess a face mask/cover.

**NOTE TO LIVESCAN OPERATOR:
THE INDIVIDUAL BEARING THIS DOCUMENT IS CURRENTLY
PROCESSING WITH THE HEMET POLICE DEPARTMENT FOR
EMPLOYMENT. PLEASE DO NOT CHARGE A ROLLING FEE.**



Best Practices for Live Scan Sites During the COVID-19 Outbreak

The California Department of Justice (DOJ) will continuously process live scan fingerprint background checks for Applicant Agencies to continue providing essential services within our state during this unprecedented outbreak of the Coronavirus Disease 2019 (COVID-19).

Many of our live scan site partners are open and committed to providing live scan fingerprinting services. In order to protect the health and safety of all parties, we recommend the following best practices:

All Parties

- Do not enter any live scan facility if you have any COVID-19 symptoms (fever, cough, trouble breathing, etc.), are awaiting the results of a COVID-19 test, or have been advised to self-quarantine.

Applicants/Customers

- Practice social distancing by maintaining a 6' distance between other customers.
- Wear a face mask into the facility and throughout the process.
- Be patient, as wait times between customers may be longer than normal.
- Limit any personal items brought into the site. Please have the appropriate form(s) of identification and payment ready and in hand.

Live Scan Operators

- Consider an appointment only schedule.
- Instruct the customer to wash or sanitize their hands thoroughly.
- Use gloves and face masks throughout the entire process.
- Maintain a 6' distance from the customer, while inputting their personal data.
- Disinfect your live scan system (laptop, keyboard and scanner) and any surrounding high-touch surfaces after serving each customer. Always consult your DOJ Certified Live Scan Vendor for recommended cleaning products and techniques, so as not to inadvertently damage your equipment.



LIVE SCAN FINGERPRINT INSTRUCTIONS

1. Complete the “Applicant Information” section on the attached Request for Live Scan Service form (outlined in black).
2. Contact the Hemet Police Department Records Bureau at (951) 765-2410 and make an appointment to have your fingerprints done. Be sure to tell them that you are an applicant for employment with the Hemet Police Department. Rolling fees do not apply to applicants.
3. Take these instructions and the completed form attached with you to your appointment. Any questions can be directed to Jorge Torres at 951-765-2425.

NOTE TO LIVESCAN OPERATOR:

**THE INDIVIDUAL BEARING THIS DOCUMENT IS
CURRENTLY PROCESSING WITH THE HEMET
POLICE DEPARTMENT FOR EMPLOYMENT.**

PLEASE DO NOT CHARGE A ROLLING FEE.
THANK YOU!



REQUEST FOR LIVE SCAN SERVICE

Applicant Submission

CA0330800

ORI (Code assigned by DOJ)

NON-SWORN LEA PERSONNEL

Authorized Applicant Type

HEMET POLICE APPLICANT-

Type of License/Certification/Permit OR Working Title (Maximum 30 characters - if assigned by DOJ, use exact title assigned)

Contributing Agency Information:

HEMET POLICE DEPARTMENT

Agency Authorized to Receive Criminal Record Information

00395

Mail Code (five-digit code assigned by DOJ)

450. E. LATHAM AVENUE

Street Address or P.O. Box

JORGE TORRES

Contact Name (mandatory for all school submissions)

HEMET

City

CA

State

92543

ZIP Code

(951) 765-2425

Contact Telephone Number

Applicant Information:

Last Name

First Name

Middle Initial

Suffix

Other Name

(AKA or Alias)

Last

First

Suffix

Date of Birth

Sex

Male

Female

Driver's License Number

Height

Weight

Eye Color

Hair Color

Billing

Number 130145

(Agency Billing Number)

Misc.

Number

(Other Identification Number)

Place of Birth (State or Country)

Social Security Number

Home

Address

Street Address or P.O. Box

City

State

ZIP Code

Your Number:

OCA Number (Agency Identifying Number)

Level of Service:

DOJ

FBI

(If the Level of Service indicates FBI, the fingerprints will be used to check the criminal history record information of the FBI)

If re-submission, list original ATI number:

(Must provide proof of rejection)

Original ATI Number

Employer (Additional response for agencies specified by statute):

N/A

Employer Name

N/A

Mail Code (five digit code assigned by DOJ)

Street Address or P.O. Box

City

State

ZIP Code

Telephone Number (optional)

Live Scan Transaction Completed By:

Name of Operator

Date

Transmitting Agency

LSID

ATI Number

Amount Collected/Billed



REQUEST FOR LIVE SCAN SERVICE

Privacy Notice

As Required by Civil Code § 1798.17

Collection and Use of Personal Information. The California Justice Information Services (CJIS) Division in the Department of Justice (DOJ) collects the information requested on this form as authorized by Business and Professions Code sections 4600-4621, 7574-7574.16, 26050-26059, 11340-11346, and 22440-22449; Penal Code sections 11100-11112, and 11077.1; Health and Safety Code sections 1522, 1416.20-1416.50, 1569.10-1569.24, 1596.80-1596.879, 1725-1742, and 18050-18055; Family Code sections 8700-87200, 8800-8823, and 8900-8925; Financial Code sections 1300-1301, 22100-22112, 17200-17215, and 28122-28124; Education Code sections 44330-44355; Welfare and Institutions Code sections 9710-9719.5, 14043-14045, 4684-4689.8, and 16500-16523.1; and other various state statutes and regulations. The CJIS Division uses this information to process requests of authorized entities that want to obtain information as to the existence and content of a record of state or federal convictions to help determine suitability for employment, or volunteer work with children, elderly, or disabled; or for adoption or purposes of a license, certification, or permit. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The DOJ's general privacy policy is available at <http://oag.ca.gov/privacy-policy>.

Providing Personal Information. All the personal information requested in the form must be provided. Failure to provide all the necessary information will result in delays and/or the rejection of your request.

Access to Your Information. You may review the records maintained by the CJIS Division in the DOJ that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

Possible Disclosure of Personal Information. In order to process applications pertaining to Live Scan service to help determine the suitability of a person applying for a license, employment, or a volunteer position working with children, the elderly, or the disabled, we may need to share the information you give us with authorized applicant agencies.

The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency as required by state or federal law.

Contact Information. For questions about this notice or access to your records, you may contact the Associate Governmental Program Analyst at the DOJ's Keeper of Records at (916) 210-3310, by email at keeperofrecords@doj.ca.gov, or by mail at:

Department of Justice
Bureau of Criminal Information & Analysis
Keeper of Records
P.O. Box 903417
Sacramento, CA 94203-4170



EDDIE J. PUST
CHIEF OF POLICE

CITY OF HEMET
POLICE

EXCELLENCE IN SERVICE SINCE 1910

CREDIT REPORTS

Under the Fair and Accurate Credit Transactions Act (FACT Act) consumers can request and obtain a **FREE** credit report **ONCE EVERY 12 MONTHS** from each of the three nationwide consumer credit reporting companies. AnnualCreditReport.com is the only service authorized by Equifax, Experian and TransUnion for this purpose. It was created by the three nationwide consumer credit reporting companies, Equifax, Experian and TransUnion and provides consumers with a secure means to request their free credit reports. Please note that, as a security precaution, consumers should never provide their personal information to any other company or person in connection with requesting free annual credit reports under the FACT Act.

You can request a FREE annual credit report online or by phone by visiting AnnualCreditReport.com. If you order it online, you will be able to see and print your report immediately – it's easy and secure.

To request a FREE annual credit report by phone you can call 1-877-322-8228. You will go through a simple verification process over the phone. Your report will be mailed to you.

If you wish to contact any of the three nationwide consumer credit reporting companies individually, please see below for contact information:

www.experian.com
(888) 397-3742

www.equifax.com
(800) 685-1111

www.transunion.com
(800) 888-4213



EDDIE J. PUST
CHIEF OF POLICE

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**AUTHORIZATION TO RELEASE INFORMATION AND WAIVER
INFORMED CONSENT TO RELEASE AND HOLD HARMLESS FOR CONFIDENTIALITY
OF PRE-EMPLOYMENT BACKGROUND INVESTIGATION INFORMATION**

PRINT FULL NAME: _____

I fully recognize that as an applicant for a position with the Hemet Police Department, I am required to furnish information for use in determining my qualifications, moral character, honesty and suitability. I fully recognize that under California law, individuals must clearly demonstrate their personal, medical and psychological fitness to serve in the position of a peace officer. I further recognize that the Hemet Police Department has both a legal and moral obligation to take every reasonable effort to insure that I will conform to the very highest standards and I am authorizing an intensive investigation into all aspects of my personal, medical, and psychological fitness. I understand that persons and/or organizations may feel reluctant in furnishing legitimate information unless the confidentiality of their information can be guaranteed on a permanent basis. I have been informed that all responses, whether solicited or unsolicited, enjoy absolute privilege under the law, pursuant to California Civil Code 47. This information may be shared with the Hemet Police Department or any other governmental agency upon authorization. I hereby request and authorize the full disclosure of any and all records, files, reports, notes, opinions, or any other information you may have concerning me, whether sealed or unsealed, including information of a confidential or privileged nature to an authorized Background Investigator of the Hemet Police Department. This includes, but is not limited to, the release of all employment files or records, performance evaluations, disciplinary records, background investigation files, polygraph reports, psychological reports, medical records, all internal affairs investigations, complaints or grievances filed by or against me, training files, educational or school records and transcripts, credit history, all military records, driving records, arrest or criminal records including any investigative files or reports, detention reports, booking information, court records, probation reports, traffic citations. This includes photocopies of the above material or documents if requested by the Hemet Police Department.

NOTE TO EMPLOYERS: Section 1031.1 of the Government Code has been amended to require employers to disclose employment information relating to a current or former employee, upon request of a law enforcement agency. The section also states that no employer shall be subject to any civil liability for any relevant cause of action by virtue of releasing employment information required pursuant to this section. A photocopy of this notarized release form is to be considered as valid as an original waiver even though it does not contain an original or my signature. The authorization to release information is valid for a period of six months from the date of signature. I further understand that I waive any right or opportunity to read or review any information provided in the background investigation report prepared by the Hemet Police Department or its attachments, including but not limited to, the psychological or polygraph report or the identity of any person or organization who may have supplied information in the course of this investigation, as well as the substance of any such information supplied which might identify that person or organization.

I exonerate and hereby release you, your organization, representatives, agents and all others, including the Hemet Police Department, from any and all liability whatsoever including any claims and/or damage which may result from furnishing the above information whether in law or in equity on behalf of myself, my heirs, or agents because of compliance with this authorization. I have had adequate time to review this form. I understand its purpose and I know I have a right to receive a copy if I desire.

SIGNATURE: _____ DATE: _____
(MUST BE NOTARIZED)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)



EDDIE J. PUST
CHIEF OF POLICE

CITY OF HEMET
POLICE
EXCELLENCE IN SERVICE SINCE 1910

**AUTHORIZATION TO RELEASE INFORMATION AND WAIVER
INFORMED CONSENT TO RELEASE AND HOLD HARMLESS FOR CONFIDENTIALITY
OF PRE-EMPLOYMENT BACKGROUND INVESTIGATION INFORMATION**

PRINT FULL NAME: _____

I fully recognize that as an applicant for a position with the Hemet Police Department, I am required to furnish information for use in determining my qualifications, moral character, honesty and suitability. I fully recognize that under California law, individuals must clearly demonstrate their personal, medical and psychological fitness to serve in the position of a peace officer. I further recognize that the Hemet Police Department has both a legal and moral obligation to take every reasonable effort to insure that I will conform to the very highest standards and I am authorizing an intensive investigation into all aspects of my personal, medical, and psychological fitness. I understand that persons and/or organizations may feel reluctant in furnishing legitimate information unless the confidentiality of their information can be guaranteed on a permanent basis. I have been informed that all responses, whether solicited or unsolicited, enjoy absolute privilege under the law, pursuant to California Civil Code 47. This information may be shared with the Hemet Police Department or any other governmental agency upon authorization. I hereby request and authorize the full disclosure of any and all records, files, reports, notes, opinions, or any other information you may have concerning me, whether sealed or unsealed, including information of a confidential or privileged nature to an authorized Background Investigator of the Hemet Police Department. This includes, but is not limited to, the release of all employment files or records, performance evaluations, disciplinary records, background investigation files, polygraph reports, psychological reports, medical records, all internal affairs investigations, complaints or grievances filed by or against me, training files, educational or school records and transcripts, credit history, all military records, driving records, arrest or criminal records including any investigative files or reports, detention reports, booking information, court records, probation reports, traffic citations. This includes photocopies of the above material or documents if requested by the Hemet Police Department.

NOTE TO EMPLOYERS: Section 1031.1 of the Government Code has been amended to require employers to disclose employment information relating to a current or former employee, upon request of a law enforcement agency. The section also states that no employer shall be subject to any civil liability for any relevant cause of action by virtue of releasing employment information required pursuant to this section. A photocopy of this notarized release form is to be considered as valid as an original waiver even though it does not contain an original or my signature. The authorization to release information is valid for a period of six months from the date of signature. I further understand that I waive any right or opportunity to read or review any information provided in the background investigation report prepared by the Hemet Police Department or its attachments, including but not limited to, the psychological or polygraph report or the identity of any person or organization who may have supplied information in the course of this investigation, as well as the substance of any such information supplied which might identify that person or organization.

I exonerate and hereby release you, your organization, representatives, agents and all others, including the Hemet Police Department, from any and all liability whatsoever including any claims and/or damage which may result from furnishing the above information whether in law or in equity on behalf of myself, my heirs, or agents because of compliance with this authorization. I have had adequate time to review this form. I understand its purpose and I know I have a right to receive a copy if I desire.

SIGNATURE: _____ DATE: _____
(MUST BE NOTARIZED)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of _____)

On _____ before me, _____
(insert name and title of the officer)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)



EDDIE J. PUST
CHIEF OF POLICE

CITY OF HEMET
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ADVISEMENT TO APPLICANTS

You are about to undergo a pre-employment background investigation for a position of public trust. Fundamental to this process is your **integrity** and **trustworthiness**. The number one reason individuals "fail" background investigations is because they attempt to withhold job-relevant information from their prospective employer.

Everyone acknowledges that an intensive pre-employment background investigation may appear intrusive and even embarrassing. However, inquiries which are made either pursuant to law or are otherwise job-relevant in nature. Background investigators do not make inquiries which have no relationship to the position of public trust for which you have applied. They are also discreet and professional in the manner in which this information is treated.

While much publicized events in the public arena may suggest that quibbling, hair-splitting, or out-and-out untruthfulness is to be tolerated by public officials, this form is in place to assure you that such conduct is not acceptable and will not be tolerated. Deliberate deception of any type will disqualify you if for no other reason than your application for employment becomes an official document, and filing false documents with the government can constitute a criminal offense. Don't lie! Don't withhold information, even if you think it may be negative.

Virtually everyone has one or more issues in their background over which they feel some embarrassment, remorse, or discomfort. There are no "perfect" applicants; indeed, there are no "perfect" people. The Hemet Police Department evaluates issues in your past, both positive and negative, for their impact on your qualifications for the position you are being considered for. However, if you attempt to withhold information, we have no other option but to assume that you are attempting to obtain this position by fraud.

While issues of prior misconduct, including such things as prior having been fired or disciplined at work, being behind in your bills, prior illegal drug use, driving under the influence, theft, or even an arrest or conviction may trouble us, they are many times not, in and of themselves, automatically disqualifying. However, lying about those issues will absolutely, positively, cause your application to be rejected.

You are strongly encouraged to be as complete, accurate and candid as possible when completing your background application paperwork. It is to your ultimate advantage to be as truthful and forthcoming as possible.

CERTIFICATION BY APPLICANT

My signature below attests to the fact that I have read this form carefully, and I understand that any attempt whatsoever, whether by commission or omission, to withhold job-relevant information from the Hemet Police Department will result in my being disqualified. This includes misstatements, deliberately non-responsive answers, and misrepresentations of any type.

Print Full Name: _____

Signature: _____ Date: _____