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COMPLIANCE SECTION
CERTIFIED PEACE & COURT SECURITY OFFICER CHECKLIST



Department of Criminal Justice Training
Compliance Department
Funderburk Building
4449 Kit Carson Drive
Richmond, KY 40475

Phone: 859-622-6562

INSTRUCTIONS: This is a copy of a checklist that will be used during an audit conducted by the Compliance Section. Proof of each item must be retained in the lateral officer's POPS or CSO file.

Name of Applicant/Officer _____

Date of Birth _____ SSN _____

Agency Name/Department _____

Hire Date _____

| ITEM | YES | NO |
|---|-----|----|
| 1. Citizen of the United States (Birth Certificate) | | |
| 2. Possesses a valid license to operate a motor vehicle | | |
| 3. Be fingerprinted for a criminal background check | | |
| 4. Not convicted of a felony | | |
| 5. No prohibition on Firearm Possession (Federal or State) | | |
| 6. Have not received a dishonorable discharge, bad conduct discharge, or general discharge under other than honorable conditions if having served in any branch of the Armed Forces of the United States | | |
| 6. Has received and read the Kentucky Law Enforcement Officer's Code of Ethics | | |
| 7. Has been interviewed by the employing agency | | |
| 8. Not have certification as a peace officer permanently revoked in another state | | |
| 9. I have contacted and communicated with the head of the law enforcement agency that most recently employed this officer to determine whether he or she left that agency due to reasons relating to unfavorable employment | | |

Please make sure proof of each area listed is in the POPS or CSO file.

Comments: _____

Investigator

Date