



DEEP RIVER POLICE SERVICE

**Criminal Record Check
Application with Vulnerable
Sector Screening**

Deep River Police Criminal Record Check

Notice of Mandatory Identification Requirements

Two (2) pieces of identification are mandatory and must be provided in order to have a background check processed, as follows:

- One piece has to be government issued photo ID such as, but not limited to, a driver's license, passport, citizenship card, permanent resident card, certificate of Indian Status:
- The second piece of ID has to have your name or it (photo not required), such as but not limited to, another government issued photo ID as per above, a birth certificate, student card.

Do you need a Criminal Background Check for employment or volunteer purposes?

Criminal background checks are often requested by individuals who wish to work or volunteer for an organization that require a criminal background check prior to employment. Criminal background check may include:

- Criminal record information
- Information regarding current status of court cases where the applicant is an accused currently before the courts

Both a criminal record check request and a Vulnerable Sector search MAY include charges which are pending before the courts or charges where the applicant was not fingerprinted.

Vulnerable Sector Screening

IMPORTANT: Please give careful consideration to completing Section 2 (Consent for a Criminal Record Check and Disclosure for a Sexual Offence for Which a Pardon Has Been Granted or Issued). It may be required if you are going to be working or volunteering in an area where you are in contact with vulnerable people. A vulnerable person is defined as a person who, because of their age, a disability, or other circumstances, whether temporary or permanent are:

- in a position of dependence on others, or
- are otherwise at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them.

The requirement for this part of a background check is determined by the agency you may be working and/or volunteering with.

The Deep River Police Service can only complete a Vulnerable Sector Screening for **residents of the Town of Deep River**. If you are a non-resident of the Town of Deep River you must make this application to the police service that is responsible for policing in your jurisdiction. If a home address is given outside the Town of Deep River, the Deep River Police will process and complete the Criminal Record Check; however, this will NOT include the Vulnerable Sector Screening.

What Sections to Complete:

1. Criminal Record Check only – Section 1
2. Criminal Record Check with Vulnerable Sector Screening – Sections 1 and 2
3. If you are declaring you have a Criminal Record – Sections 1 and 3 (and 2 if Vulnerable Section also required)



DEEP RIVER POLICE SERVICE
 100 Deep River Road, Box 400
 Deep River, ON
 KOJ IPO
 613-584-3500

SECTION 1

**APPLICATION FOR POLICE
 RECORD CHECK**

Full Name & Address:			DECLARATION of Criminal Record <input type="checkbox"/> I do have a Criminal Record <input type="checkbox"/> I do not have a Criminal Record
Last Name	First Name	Middle Name	
Address:			

Other Name/Maiden Name/Legal Name Change:					Home Phone No:
Sex:	Date of Birth	Day	Month	Year	Place of Birth
Reason for Requesting Background Check: Paid Position _____ Volunteer Position _____ Student _____					
Organization or Agency Requesting Check			Contact Name	Contact Phone #	

NOTE: Information is collected and disclosed in accordance with Section 29(1) and Section 32 MFIPPA

FOR OFFICE USE ONLY

Photo ID Checked	<input type="checkbox"/> Driver's Licence _____
Badge #	<input type="checkbox"/> Other (Specify) _____

RESULTS

<input type="checkbox"/> Negative	Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant, a search of the RCMP National Repository of Criminal Records did not identify any records with the name(s) and date of birth of the applicant. Positive identification that a criminal record does or does not exist at the RCMP National Repository of Criminal Records can only be confirmed by fingerprint comparison.
<input type="checkbox"/> Positive	Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant, a search of the RCMP National Repository of Criminal Records has resulted in a possible match to a registered criminal record. Positive identification that a criminal record does or does not exist at the RCMP National Repository of Criminal Records can only be confirmed by fingerprint comparison. As such, the criminal record information declared by the applicant does not constitute a Certified Criminal Record by the RCMP.
<input type="checkbox"/> Incomplete	Based solely on the name(s) and date of birth provided and the criminal record information declared by the applicant, a search of the RCMP National Repository of Criminal Records could not be completed. Positive identification that a criminal record does or does not exist requires the applicant to submit fingerprints to the RCMP National Repository of Criminal Records by an authorized police service or accredited private fingerprinting company.

Completed By

Member (Signature)	Badge #	Date
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This screening is not intended for individual being employed and/or volunteering with vulnerable persons (see attached Section 2, if applicable). A search of the RCMP National Repository of Criminal Records will be conducted based on the name(s), date of birth, and declared criminal record history provided by the applicant.

DISCLAIMER: Releasable information does not include summary of police information. This document does not constitute a certified record by the RCMP. This document may not contain all criminal record conviction. A certified criminal record can only be issued by CCRTIS based on submission of fingerprints to RCMP National Repository of Criminal Records.

Stamp

**DEEP RIVER POLICE SERVICE
ACCESS TO INFORMATION WAIVER**

I hereby request the Deep River Police Service to undertake a record check on myself by searching all information and records to which it has access and which it considers appropriate for the purpose of the search.

I agree that my Criminal background information may include:

**Criminal record information
Information regarding current status of court cases where the applicant is an accused currently before the courts**

A Criminal Record Check Request MAY include charges which are pending before the courts or charges where I was not fingerprinted.

WAIVER AND RELEASE

IN CONSIDERATION, of the compliance with the foregoing authorization I, for myself, my heirs, executors, administrators, successors and assigns HEREBY RELEASE, WAIVE AND FOREVER DISCHARGE the Town of Deep River, The Deep River Police Service Board, the Deep River Police Service, the Chief of Police, all their respective agents, officials, servants, contractors, representatives, elected and appointed officials, successors and assigns, and all other police services OF AND FROM ALL claims, demands, damages, costs, expenses, actions, causes of action, whether in law or equity, in respect of death, injury, loss or damage to my person or property HOWSOEVER CAUSED, resulting or alleged to result from my compliance with the foregoing authorization. And I do further waive any and all rights I may now or hereafter have with respect to the release of such records of conviction as set out heretofore.

CONSENT INFORMATION

CPIC data banks will be queried based on the name(s), date of birth and declared criminal record history provided by the applicant in the Investigative Data Bank files, Ancillary Data Bank files, Identification Data Bank files, NICHE, PIP, and local police records.

As the witness to this application I have confirmed the identification of the applicant.

Signature of Applicant

Signature of Witness

Date

Witness (print name)

**DEEP RIVER POLICE SERVICE
CONSENT TO DISCLOSURE OF PERSONAL INFORMATION**

I consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police to find out if I have been convicted of, and been granted a pardon for, any of the sexual offences that are listed in the schedule to the Criminal Records Act.

I understand that, as a result of giving this consent, if I am suspected of being the person named in a criminal record or one of the sexual offences listed in the schedule to the Criminal Records Act in respect of which a pardon was granted or issued, that record may be provided by the Commissioner of the Royal Canadian Mounted Police to the Solicitor General of Canada, who may then disclose all or part of the information contained in that record to a police service or other authorized body. That police service or authorized body will then disclose that information to me. If I further consent in writing to disclosure of that information to the person or organization referred to above that requested the verification, that information will be disclosed to that person or organization.

I also hereby consent to full disclosure of any information from local records of the Deep River Police Service and/or any other police agency to which a copy of this form is provided. I further consent to Probation, prohibition and other judicial orders which are in effect, convictions/pending charges under the Child and Family Services Act. Information contained in the Deep River Police Service reply will be valid as of the date of the search. Personal information contained on this form is collected pursuant to the *Police Services Act, s.41* and is collected for the personal use of the applicant. The results will be forwarded to the applicant at the address noted above. Applicants are responsible for providing these results to requesting organizations.

I agree that my Criminal background information may include:

Criminal record information

Information regarding current status of court cases where the applicant is an accused currently before the courts

My Vulnerable Sector Search may include charges which are pending before the courts or charges where I was not fingerprinted.

CONSENT INFORMATION

To conduct a name-based Vulnerable Sector verification a CPIC Agency must be the police service of local jurisdiction where the applicant resides.

A query of the Identification Date bank, including pardoned sex offender records will be conducted. The Deep River Police Service will conduct queries based on the name(s), date of birth and declared criminal record history provided by the applicant in local police records, NICHE, PIP and CPIC Investigation date bank.

RELEASE AND DISCHARGE

I hereby release and forever discharge the Chief of the Deep River Police Service and all members and employees of the Deep River Police Service from any and all actions, claims and demands for damages, loss or injury howsoever arising which may hereafter be sustained by myself as a result of the disclosure of the information by the Deep River Police Service.

SIGNATURE OF APPLICANT

DATE



DEEP RIVER POLICE SERVICE
100 Deep River Road, Box 400
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SECTION 3

DECLARATION OF CRIMINAL RECORD

Applicant must declare all convictions for offences under federal law. Applicant should not declare a conviction for which the Applicant has received a Pardon in accordance with the Criminal Records Act; a conviction where the Applicant was a “young person” under the Youth Criminal Justice Act; an absolute or Conditional Discharge, pursuant to Section 730 of the Criminal Code; an offence for which the Applicant was not convicted; any provincial or municipal offence, and; any charges dealt with outside of Canada. Declaration of Criminal Record does not constitute a Certified Criminal Record by the RCMP. Declaration of Criminal Record may not contain all criminal record convictions. A Certified Criminal Record can only be issued by CCRTIS based on the submission of fingerprints to the RCMP National Repository of Criminal Records.

I declare the following conviction(s) for offences under Federal Law:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

I hereby declare that the information provided on this form is true and correct to the best of my knowledge and belief. I acknowledge that this is not a Certified Criminal Record.

SIGNATURE OF APPLICANT

DATE