

Peace Officer Background Investigation

107.1 PURPOSE AND SCOPE

Peace Officers are to be free of felony convictions, be of good moral character, and be a citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship, and must meet all of the other minimum standards of Government Code section 1029 and Government Code section 1031. The Government Code requires that a determination of these issues be made through a "thorough background investigation." For the purpose of carrying out the primary function of their respective employment, Penal Code section 830.5 establishes Probation Officers and Detention Officers as peace officers.

107.1.1 RELEASE OF INFORMATION

In order to fulfill the requirement of a background investigation, it is necessary to secure an authorization to release information from potential peace officer employees and to secure from them, listed references. The release of information will enable background investigators to gather previous background information concerning the applicant from former employers, friends, associates, educational institutions and financial institutions. Background investigations shall be required for all new appointments to sworn positions. Intradepartmental promotions from one peace officer position to another shall not require a new background investigation.

107.1.2 PROCEDURES

The following procedures are established for conducting background investigations:

- (a) Each sworn officer applicant shall sign and date the "Authorization to Release Information" form during the Departmental application process.
- (b) Each sworn officer applicant shall sign and date an acknowledgment form advising the applicant his or her fingerprints will be checked against the Department of Justice and FBI databases, as required by law. If hired, periodic updates from each database will be received by the Department.
- (c) Each sworn officer applicant shall sign and date an acknowledgment form advising the applicant his or her driving record will be checked with the California Department of Motor Vehicles. If hired, periodic updates will be received by the Department from the California Department of Motor Vehicles regarding their driving record.
- (d) Each sworn officer applicant shall submit his or her fingerprints through the Live Scan process to be checked against FBI and CA DOJ databases.
- (e) The required application information shall be forwarded to the background investigation agency contracted with the Department or to the Interdepartmental Background Investigator. The background investigators shall prepare and forward a complete report to the Department.
- (f) Upon receipt and review of said background investigation, the Chief Probation Officer and/or designee will determine if the applicant is suitable for employment.

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- (g) If the applicant is determined to be suitable for employment, an appointment for a psychological examination shall be scheduled. Government Code section 1031(f) requires that peace officers be found free from any emotional or mental condition that may adversely affect the exercise of his or her peace officer powers. Upon successful completion of the psychological examination, the applicant shall be scheduled for a physical examination which is covered under provisions of the Americans with Disabilities Act (ADA).