MINNESOTA BOARD OF
PEACE OFFICER STANDARDS AND TRAINING
1600 UNIVERSITY AVENUE, SUITE 200
SAINT PAUL, MINNESOTA 55104-3825

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PERSONNEL NOTIFICATION

Please read the data practices advisory on back before submitting. Complete this form and submit to POST prior to the appointment of a peace officer or part-time peace officer who already holds a Minnesota license (active or inactive). Do not use this form to report termination of employment.

(Please Print)

Licensee's Name (Last, First, Middle)	License Number	Date of Appointment
Appointing Agency ☐ **Primary** (Works the majority of hours at this agency / main contact for POST.) ☐ **Secondary** (Additional employing agency, if any.)		
Appointed as CLEO ☐Yes ☐No If yes, include CLEO's e-mail address.		
Previous Agency	Date of Termination	
Other Agencies Currently Employing Licensee (Secondary Agency)		

Chief Law Enforcement Officer's Affirmation: I affirm this officer was appointed under MN STAT 626.84 and *MN RULES* 6700.

Print Chief Law Enforcement Officer's Name	Date
Chief Law Enforcement Officer's Signature	Phone ( )

Chief law enforcement officer must complete if the officer has been on inactive status for more than three years

- I affirm the licensee has met the following selection standards of *MN RULES* 6700.0700; the completion of full initial use of force training as required by MN STAT 626.8452, subd. 2; and this agency is maintaining documentation to corroborate compliance of:
  1. Background Investigation
  2. Fingerprints sent to BCA and FBI
  3. Medical Examination[1]
  4. Psychological Examination[1]
  5. Oral Interview
  6. Test of Physical Strength and Agility[2]

(For appointment of a part-time peace officer, I affirm the licensee has met the requirements of items 1 through 4 above because 5 and 6 are not required.)

Chief Law Enforcement Officer's Signature	Date

[1] The medical and psychological examinations and use of force training completed during a Professional Peace Officer Education program must not be considered as satisfying minimum selection standards.

[2] Successful completion of a Professional Peace Officer Education program may be considered to meet the requirements for a test of physical strength and agility at the discretion of the agency.

CLEAR PRINT SUBMIT

Use of Data Collected by the POST Board on This Form

This form is used to assist the POST Board in mailing licensing information to licensees and maintaining licensing information.

A licensee's home address and his employer are classified as private data under MN STAT 13.41, subd. 3. A licensee's social security number cannot be released under federal law and under MN STAT 13.355. That information will only be released to you, employees of the POST Board whose duties reasonably require access to the data, those authorized by state and federal law to have access to the data, and those for whom you provide written informed consent authorizing disclosure.

Your name, date of birth, license number, and license status are considered public data under MN STAT 13.41, subd. 5.