

Immediately after accepting an assignment, you must call the Northern Background Investigation Unit at (916) 255-2500 for a personal history update (PHU) review. **THIS FORM MUST BE THOROUGHLY AND ACCURATELY COMPLETED PRIOR TO CALLING FOR THE REVIEW AND RETURNED TO THE BACKGROUND INVESTIGATION UNIT. Failure to call for the PHU review will result in forfeiture of the assignment.**

SOCIAL SECURITY NUMBER	BIRTHDATE (Month/Day/Year)	DRIVER'S LICENSE NUMBER AND EXPIRATION DATE

Name: \_\_\_\_\_

Last

First

Middle

Address: \_\_\_\_\_

Street

City

State

Zip Code

Telephone Number: (     ) \_\_\_\_\_ Work Number: (     ) \_\_\_\_\_

### WITHIN THE LAST THREE (3) YEARS . . .

1. Has your driver's license been suspended or revoked? If yes, enter date and reason: No  Yes

2. Have you been cited or arrested for any vehicle code violations? If yes, (complete section 11). Did you notify your investigator (Who/When)? No  Yes

3. Have you been arrested or convicted of a felony or misdemeanor offense? If yes (complete section 11). Did you notify your investigator (Who/When)? No  Yes

4. Have you failed to appear for any court action or failed to pay fines for any arrests or citations? If yes, explain: No  Yes

5. Have you been questioned, held on suspicion, cited or surrendered yourself to a law enforcement agency for a felony or misdemeanor offense? If yes, explain: No  Yes

6. Do you personally know anyone who has been committed to any State or Federal Prison? If yes (complete section 12), explain: No  Yes

7. Have you visited or corresponded with an inmate or parolee of the California Department of Corrections? If yes (complete section 12), explain: No  Yes

8. Have you used or experimented with any drugs or narcotics without a doctor's prescription? If yes, explain when and type of drugs: No  Yes

9. Have you been terminated, placed under investigation, rejected on probation or resigned under unfavorable conditions from any employment? If yes, explain: No  Yes

**10. List all employers you have worked for within the last three years and the reasons for leaving:**

Employer	Employer
Address	Address
Work Number	Work Number
Reason for Leaving	Reason for Leaving
Dates of Employment	Dates of Employment
Employer	Employer
Address	Address
Work Number	Work Number
Reason for Leaving	Reason for Leaving
Dates of Employment	Dates of Employment

**11. Complete this section if answer to question 2 or 3 is Yes:**

Order of Offense	Place and date of arrest or citation  List date, city and state	Describe specific charge at the time of original arrest (example, speeding, drunk driving, petty theft). Do not list penal codes.	If original charge was changed, list charge for which convicted. (Example, drunk driving reduced to reckless driving).	Disposition  Guilty, not guilty, dismissed, bail forfeited, etc.	If guilty, list: Date, place and length of confinement and/or amount of fine.	Length of probation  Name and address of probation officer.
1ST						
2ND						
3RD						

**12. Complete this section if answer to question 6 or 7 is Yes:**

Name of person in prison	Relationship	Date of birth	Prison No.	Facility	Dates From: To:

I hereby certify that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers to questions, and that all statements and answers are true and correct. I further understand that any falsifications, failure to answer all questions completely and accurately, or failure to immediately notify the Background Investigation Unit of any subsequent citations, arrests, convictions, employment terminations, or other negative law enforcement contacts or employment prior to my appointment may be cause for rejection or termination from employment with the Department.

Signature

Date

**For Departmental Use Only**

Reviewer:

Date:

Approved for clearance update

Not approved