

## **12 NCAC 02I .0204 APPLICATION FOR COMPANY POLICE OFFICER**

The application for a company police officer must contain:

- (1) a written request from the Department Head of the company, agency or institution requesting that a company police commission be issued to the applicant. An oral request will not satisfy this requirement; and
- (2) if the applicant holds general certification issued by the North Carolina Criminal Justice Education and Training Standards Commission or the North Carolina Sheriff's Education and Training Standards Commission, the application must contain the following:
  - (a) Medical History Statement (Form F-1);
  - (b) Medical Examination Report (Form F-2);
  - (c) Two complete fingerprint cards;
  - (d) Two 1" x 1-1/4" (non-polaroid) close-up color photographs not more than three months old;
  - (e) Proof of a negative drug screen as specified in 12 NCAC 2I .0202(7);
  - (f) Proof of successful completion of all in-service training requirements specified by the North Carolina Criminal Justice Education and Training Standards Commission, which standards are hereby incorporated by reference and shall automatically include any later amendments and editions of the referenced material;
  - (g) Authorization for release of records (CP-1);
  - (h) Drug Screen Consent Form (CP-2);
  - (i) Appropriate fees as specified in 12 NCAC 2I .0206;
  - (j) An appropriate background investigation as specified in 12 NCAC 2I .0205 (Form F-8); and
  - (k) Personal History Statement (Form F-3) not more than three months old; or
- (3) if the applicant does not hold general certification, the application must contain the following:
  - (a) Medical History Statement (Form F-1);
  - (b) Medical Examination Report (Form F-2);
  - (c) Personal History Statement not more than three months old, (Form F-3);
  - (d) Report of Qualification Appraisal Interview (Form F-4);
  - (e) Proof of High School graduation or GED;
  - (f) Two complete fingerprint cards;
  - (g) Two 1" x 1-1/4" (non-polaroid) close-up color photographs not more than three months old;
  - (h) Proof of satisfactory completion of a Criminal Justice Education and Training Standards Commission accredited basic law enforcement training course;
  - (i) Proof of a negative drug screen;
  - (j) Authorization for Release of Records (CP-1);
  - (k) Drug Screen Consent Form (CP-2);
  - (l) Appropriate fees as specified in 12 NCAC 2I .0206; and
  - (m) Background investigation as specified in 12 NCAC 2I .0205 (Form F-8); or
- (4) if the applicant is currently a commissioned officer under G.S. 74A at the time these rules are adopted, the applicant shall only be required to submit the following documentation to the Company Police Administrator to be postmarked no later than August 31, 1993:
  - (a) Application Form;
  - (b) Two Photo Identification Cards;
  - (c) Initial Application Fee.

All other documentation currently valid in the commissioned officer's file will be transferred to a new file for the officer under Chapter 74E.

*History Note: Authority G.S. 74E;  
Eff. February 1, 1976;  
Amended Eff. September 9, 1976;  
Readopted Eff. January 5, 1978;  
Amended Eff. August 2, 1993; September 1, 1990; November 1, 1984; September 1, 1981;  
Recodified from 12 NCAC 2I .0203 Eff. August 2, 1993;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. October 4, 2016.*