ACKNOWLEDGMENT OF RIGHTS & CONSENT TO RELEASE OF RECORDS

Authority: 42 U.S.C 13041 and 10 U.S.C. 8013

Principal Purpose: To comply with Public Law 101-647, Section 231, and Department of Defense Instruction 1402.5, *Criminal History Background Checks on Individuals in Child Care Services.*

Disclosure: Mandatory. In the case of an applicant for employment in a position involved with children under the age of 18, refusal to sign this form shall result in you not being considered for employment for such a position. In the case of a current employee involved with children under the age of 18, refusal to sign this form shall result in removal from such position.

Employee Acknowledgment

1. I have been advised and understand that the DOD Dependent Schools, as a Federal employer, has an obligation to require a record check as a condition of my employment in a position involved with children under the age of 18. I have been further advised I have a right to obtain a copy of any criminal history report made available to such employer or potential employer and to challenge the accuracy and completeness of any information included in such report.

2. I understand the record check will include the following:

   a. **A State Criminal History Repository Check** in the state where I currently reside and states where I have formerly resided:

   b. An **Installation Records Check** at all installations I have identified as residences during the preceding two years. This records check will include, as a minimum, inquiries of the Security Policy, Medical Treatment Facility, the Family Housing Office, the Social Actions Office, and the Family Advocacy Office, and

   c. A **National Agency Check with Inquiries** (NACI), including a Federal Bureau of Investigation fingerprint check.

3. I hereby authorize any Federal, state, or local agency or office to release any record relating to me which is necessary to complete the record checks described above.

_____ _____
Signature Date

_____
Typed or Printed Name