

COMMISSION ON LAW ENFORCEMENT STANDARDS AND TRAINING

PERSONNEL CHANGE-IN-STATUS REPORT

This form should be completed and returned to the Commission on Law Enforcement Standards and Training within ten (10) days of action.

Reporting Agency

Date:

Agency Contact Number

Officer's Name

(Rank/First/MI/Last Name/Badge #)

SSN

DOB (Month/Day/Year)

Date Employed

Status: Full Time [ ] Auxiliary Law Enforcement Officer [ ]
Part-Time [ ] Specialized Police Personnel [ ]
Part-Time II [ ] Other - Specify [ ]
Retired [ ] In good standing? [ ] Yes [ ] No

CHECK ONE

TYPE OF ACTION

DATE OF ACTION (Month/Day/Year)

- [ ] Resigned - Reason (Do you recommend Decertification? [ ] Yes [ ] No) (\*If yes review requirements on next page.)
[ ] Dismissed - Reason (Do you recommend Decertification? [ ] Yes [ ] No) (\*If yes review requirements on next page.)
[ ] If separated for a reason listed under Arkansas State Statute 12-9-602(b)(2), please check the correct Paragraph and attach a statement of facts.
A [ ] B [ ] C [ ] D [ ]
[ ] Other Reason - (Specify)
[ ] Change in Rank - From: To:
[ ] Name Change: From: To:

I hereby attest to the best of my knowledge the information submitted on this form is true and correct.

Signature: \_\_\_\_\_ Title:

Printed Name: \_\_\_\_\_ Email:

SWORN AND SUBSCRIBED BEFORE ME

NOTARY PUBLIC, THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

My Commission expires \_\_\_\_\_

(2) IN CASE OF A SEPARATION FROM EMPLOYMENT OR APPOINTMENT FOR ONE OF THE FOLLOWING REASONS, THE NOTICE SHALL SO STATE:

- (A) THE LAW ENFORCEMENT OFFICER WAS SEPARATED FOR HIS OR HER FAILURE TO MEET THE MINIMUM REQUIREMENTS FOR EMPLOYMENT OR APPOINTMENT AS A LAW ENFORCEMENT OFFICER;
- (B) THE LAW ENFORCEMENT OFFICER WAS DISMISSED FOR A VIOLATION OF STATE OR FEDERAL LAW;
- (C) THE LAW ENFORCEMENT OFFICER WAS DISMISSED FOR A VIOLATION OF THE REGULATIONS OF THE LAW ENFORCEMENT AGENCY; OR
- (D) THE LAW ENFORCEMENT OFFICER RESIGNED WHILE HE OR SHE WAS THE SUBMITTED OF PENDING INTERNAL INVESTIGATION.

**\*Decertification requests must be accompanied by sufficient documentation to support the allegations against the officer. Failure to submit documentation may result in delayed or no action on the request for decertification. In addition, the officer's current home address and telephone number must be submitted in order for CLEST to contact the officer in accordance with CLEST regulations.**