



BACKGROUND APPLICATION FORM

911 Carver Street, Bremerton, WA 98312

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Card No. K _____

Unit _____

Renewal? Yes ___ No ___

CERTIFICATE OF AUTHORIZATION

I (name, please print) _____ certify that:

- a. I am in adequate physical condition to carry out the emergency assignment given to me and that I am not subject to any medical problems or other infirmity of body or mind, except as noted on the Emergency Worker Application card, which might render me unfit to carry out my emergency assignment.
- b. I am able to speak, read, and write the English language.
- c. I am not addicted to the use of intoxicating liquors or narcotics, nor use any controlled substances.
- d. I have/have not been arrested for and/or convicted of any crime. (**Circle one**; if yes, please explain briefly)

- e. I understand that the final determination for issuance of an Emergency Worker Identification Card will be at the discretion of the Director of the Kitsap County Department of Emergency Management.
- f. I have read and understand the **WAC 118.04.200** (attached). Please circle
- g. I understand that I must possess a valid drivers license and auto liability insurance to meet state requirements if I drive to or from a mission and/or training event.
- h. I hereby give permission for the Kitsap County Department of Emergency Management to conduct a Criminal History background investigation and also obtain an abstract of my driving record.

Signed _____ Date _____
(applicant)

Signed _____ Date _____
(parent or guardian of applicant if under 18 years of age)

Approved as to form this _____ day of _____, _____

PHYLLIS A. MANN, DIRECTOR

**GUIDELINES ON QUESTIONABLE RESULTS
OF
BACKGROUND INVESTIGATIONS**

If your background investigation reveals criminal activity you will not be enrolled in a law enforcement volunteer position such as Citizens on Patrol or Neighborhood Block Watch. If your background investigation reveals minor and/or criminal activity over ten (10) years old, we encourage you to apply for available positions. Below are the general guidelines used by the Department of Emergency Management to determine eligibility.

CRIMINAL

DWI	Automatic exclusion if within three years.
DWI	Two in a 5-year period: automatic exclusion
Felony	All Felony's automatic exclusion
Misdemeanor	(Other than moral turpitude): Case by case decision
Misdemeanor	(Moral turpitude): automatic exclusion. All other activity will require interview with Emergency Management and/or Search and Rescue Coordinator
Other	Any other criminal activity not mentioned above requires review

TRAFFIC VIOLATIONS

Failure to appear	May not register until cleared.
Suspension/Revocation	Two in past 3 years: automatic exclusion.
Poor Driving History	Emergency Management and/or Search and Rescue Coordinator will review on case-by-case basis.

NOTE: If you are denied Emergency Worker registration, you may appeal the decision to the Department of Emergency Management.

WAC 118.04.200 – Personal Responsibilities of Emergency Workers

- (1) Emergency workers shall be responsible to certify to the authorized officials registering them and using their services that they are aware of and will comply with all applicable responsibilities and requirements set forth in these rules.
 - (a) Emergency workers have the responsibility to notify the on-scene authorized official if they have been using any medical prescription or other drug that has the potential to render them impaired, unfit, or unable to carry out their emergency assignment.
 - (b) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of or while using narcotics or any illegal controlled substance is prohibited.
 - (c) Participation by emergency workers in any mission, training event, or other authorized activity while under the influence of alcohol is prohibited.
 - (d) Emergency workers participating in any mission, training event, or other authorized activity shall possess a valid operator's license if they are assigned to operate vehicles, vessels, or aircraft during the mission unless specifically directed otherwise by an authorized official in accordance with RCW [38.52.180](#). All emergency workers driving vehicles to or from a mission must possess a valid driver's license and required insurance.
 - (e) Use of private vehicles, vessels, boats, or aircraft by emergency workers in any mission, training event, or other authorized activity without liability insurance required by chapter [46.29](#) RCW is prohibited unless specifically directed otherwise by an authorized official in accordance with RCW [38.52.180](#).
 - (f) Emergency workers shall adhere to all applicable traffic regulations during any mission, training event, or other authorized activity. This provision does not apply to individuals who have completed the emergency vehicle operator course or the emergency vehicle accident prevention course and who are duly authorized under state law to use special driving skills and equipment and who do so at the direction of an authorized official.
- (2) Emergency workers have the responsibility to comply with all other requirements as determined by the authorized official using their services.
- (3) When reporting to the scene, emergency workers have the responsibility to inform the on-scene authorized official whether they are mentally and physically fit for their assigned duties. Emergency workers reporting as not fit for currently assigned duties may request a less demanding assignment that is appropriate to their current capabilities.
- (4) Emergency workers have the responsibility to check in with the appropriate on-scene official and to complete all required record keeping and reporting.