



# REQUEST FOR A MEMORANDUM OF UNDERSTANDING (PROTOCOL)

ENTERPRISE  
 ORGANIZATION

Division de l'information policière  
5967, rue Verdun  
Verdun, Québec  
H4H 1M5

## IDENTIFICATION OF THE APPLICANT

NAM OF THE organization		PHONE
ADDRESS		FAX

## IDENTIFICATION OF THE PERSON RESPONSIBLE FOR THE VERIFICATION OF JUDICIAL RECORDS

(holder of the licence or representative of the employer). If you register the name of a person OTHER THAN THE ONE ABLE TO ACT ON BEHALF OF THE ENTREPRISE, you must provide us with a resolution of your board of directors appointing the chosen representative.

NAME		SURNAME	GENDER M <input type="checkbox"/> F <input type="checkbox"/>	
DATE OF BIRTH (YY/MM/DD)	TITLE		PHONE	

## IDENTIFICATION OF THE SUBSTITUTE

MANDATORY (if the person responsible is unable to act)

NAME		SURNAME	GENDER M <input type="checkbox"/> F <input type="checkbox"/>	
DATE OF BIRTH (YY/MM/DD)	TITLE		PHONE	

## IDENTIFICATION OF THE SECONDARY SUBSTITUTE

OPTIONAL

NAME		SURNAME	GENDER M <input type="checkbox"/> F <input type="checkbox"/>	
DATE OF BIRTH (YY/MM/DD)	TITLE		PHONE	

## PLEASE CHOOSE THE TYPE OF PROTOCOL

Regular protocol:

- When the applicant's police history, indicates a prior incident that is incompatible with the demanding position, an end of research form will be sent to you. The investigating officer will not disclose to you any information regarding the incident in question. It will be possible for you to obtain the result of the investigation only if the candidate decides to submit it to you
- An incident includes any criminal charges and any convictions for a criminal offence that was committed in Canada that is incompatible with the position that is sought.
- In presence of a vulnerable clientele, any misconduct or information that raises concern for the safety of that clientele will be considered incompatible with the employment as well as any sexual conviction, even if a pardon was granted.

Protocol with disclosure of the results:

- We will proceed to the same verification then the regular protocol, but
- We will disclose to you in details the incident that was found upon obtaining the candidate's consent. It will be your responsibility to carefully examine the incident, so you can decide if it's in conflict with the job description.

All the persons registred on this form must be present at the selected date of signature of the protocol. Thank you!

