



MNDNR

**Informed Consent Form for Criminal Background Check
Minnesota Department of Natural Resources
(not for Peace Officer)**

Minnesota Government Data Practices Notice: Information requested on this form is governed by the *Minnesota Government Data Practices Act*, Minn. Stat. 13.04 that requires the Minnesota Department of Natural Resources (DNR) to provide you with the following notice regarding the information you provide on this form.

Purpose for requesting the data: The purpose for requesting the data is to comply with the Minnesota DNR's Criminal Background Check policy that requires a criminal background check on all successful applicants, some volunteer opportunities and/or assignment of certain job duties, prior to completing a job offer and volunteer or job duty assignment.

Requirements to provide requested information: You are not legally required to provide the information; however, the Minnesota DNR will not employ individuals, utilize volunteers or assign certain job duties to those who refuse to provide the information.

Identity of those who will receive the data: Minnesota DNR managers, supervisors, human resources staff and others involved in the hiring or volunteer process will have access to the information you provide.

The following named individual has made application with the DNR for :

Employment Volunteer Other

Last name of applicant

First name

Full middle name

Maiden, alias or former name(s)

Date of birth (MM/DD/YYYY)

Gender (M/F)

I authorize the Minnesota Bureau of Criminal Apprehension or other state or federal law enforcement agencies to disclose all criminal history record information on me to the Minnesota DNR for the purposes of employment or volunteering with the Minnesota DNR. The expiration of this authorization shall be for a period of no longer than one year from the date of my signature.

Applicant/Volunteer signature

Date

Home Address City, State, Zip code

DNR Use Below

Hiring supv., name and work phone number

Date

Unit and work location

Requisition number (if applicable)

Will this position be assigned driving duties? Yes
Check if applicable: Smokechaser Intern

No
NRO II Nusery Worker

Student Worker Other (specify)

Hand deliver or fax to DNR Human Resources office at 651/296-6494. Destroy this form after background check completed and results confirmed by DNR HR.