

Name of Applicant	Date of Birth	Social Security No.
Address		
City	State	ZIP
Signature of Applicant		Date

Notice

The Minnesota Department of Natural Resources-Law Enforcement Division's (MN DNR) acquisition, retention, and sharing of information related to your employment application is generally authorized under Minn. Stat. § 626.87. The purpose for requesting this information is to conduct a complete background investigation pertaining to your fitness to serve as a state conservation officer (peace officer). This background investigation may include inquiries pertaining to your criminal history and any information relevant to your character and reputation. By signing this form, you are acknowledging that you have received notice and have provided consent for MN DNR to use this information to conduct such a background investigation, which may include the searching of the National Data Exchange (N-DEx) and any other criminal justice databases, including private and public databases.

Consent

I authorize any employee or representative of MN DNR to search N-DEx to obtain information regarding my qualifications and fitness to serve as a state conservation officer (peace officer). I understand that N-DEx is an electronic repository of information from federal, state, local, tribal, and regional criminal justice entities. This national information sharing system permits users to search and analyze data from the entire criminal justice cycle, including crime incident and investigation reports; arrest, booking, and incarceration reports; and probation and parole information. This release is executed with full knowledge, understanding, and consent that any information discovered in N-DEx may be used for the official purpose of conducting a complete employment background investigation. I also understand that any information found in N-DEx will not be disclosed to any other person or agency unless authorized and consistent with applicable law. I release MN DNR from any liability or damage that may result from the use of information obtained from N-DEx.

I understand that if employment is denied solely due to information obtained from N-DEx, I will have the opportunity to challenge the accuracy and completeness of those records. I understand that I will be able to obtain the contact information of the agency owning the information underlying the decision to deny employment. After receiving a written request from the applicant challenging the accuracy or completeness of the record used to deny employment, the record-owning agency shall then review the relevant information and advise the applicant in writing whether it has confirmed the accuracy or completeness of its records or whether the records will be corrected. If the applicant does not receive a response from the record-owning agency within 30 days from the date of the applicant's written request, the applicant may contact the FBI CJIS Division N-DEx Unit, 1000 Custer Hollow Rd, Clarksburg, WV 26306. The FBI shall forward the challenge to the record-owning agency for verification or correction. The record-owning agency shall then review the relevant information and advise the applicant in writing whether it has verified its records or whether the records will be corrected. I further understand that it is my responsibility to provide any corrected information to the denying agency that may assist the record owning agency in its research on my behalf.

This release is valid for a period of one year or until completion of my probationary period, whichever is longer. However, I reserve the right to cancel this written authorization at any time by providing written notice to MN DNR of that fact.