

**TEXAS COMMISSION ON LAW ENFORCEMENT
OFFICER STANDARDS AND EDUCATION
6330 E. Highway 290, STE. 200
Austin, Texas 78723-1035
Phone: (512) 936-7700**

Law Enforcement Agency Licensee Records Checklist

NAME: _____ PID: _____

TYPE OF LICENSE: PEACE OFFICER RESERVE JAILER TELECOMMUNICATOR*

DATE LICENSE ISSUED: _____

DATE OF APPOINTMENT WITH CURRENT AGENCY: _____

DATE OF TERMINATION WITH PRIOR AGENCY: _____

FIRST APPOINTMENT? YES, GO TO Column #1. NO, Next Question

SUBSEQUENT APPOINTMENT?

BREAK IN SERVICE **MORE THAN 180 DAYS?** YES, GO TO COLUMN #3. NO, GO TO COLUMN #2.

DOCUMENTS MISSING? GO TO COLUMN #4.

Telecommunicators: The T-1 is the only required document.

<u>1. New licensee</u> (217.1)	<u>2. 180 days or less</u> <u>break in service</u> (217.7)(e)	<u>3. More than 180 day</u> <u>break in service</u> (217.7)(f)	<u>4. Missing Documents</u>
<input type="checkbox"/> L-1 (signed original) <input type="checkbox"/> L-2 (copy*) <input type="checkbox"/> L-3 (copy*) <input type="checkbox"/> *accepted from academy within 180 days of graduation <input type="checkbox"/> CCH (TCIC-NCIC) <input type="checkbox"/> Proof of Education <input type="checkbox"/> Proof of Military, (if applicable) <input type="checkbox"/> DPS & FBI/FP return <input type="checkbox"/> Proof of Citizenship <input type="checkbox"/> If criminal record exists, agency must have copy of certified record of disposition of all charges.	<input type="checkbox"/> F-5R (copy) (not required for licensees hired before 9.1.2005) <input type="checkbox"/> L-1 (signed original) <input type="checkbox"/> L-2 (copy*) <input type="checkbox"/> L-3 (copy*) *these documents are required for appointments after 3.1.2011 <input type="checkbox"/> Weapons qualification within last 12 months.	<input type="checkbox"/> F-5R (copy) (not required for licensees hired before 9.1.2005) <input type="checkbox"/> L-1 (signed original) <input type="checkbox"/> L-2 <input type="checkbox"/> L-3 <input type="checkbox"/> CCH (TCIC-NCIC) <input type="checkbox"/> proof of fingerprint submission to DPS & FBI <input type="checkbox"/> Weapons qualification within last 12 months. <input type="checkbox"/> If criminal record exists, agency must have copy of certified record of disposition of all charges.	<input type="checkbox"/> F-5R (copy) (not required for licensees hired before 9.1.2005) <input type="checkbox"/> L-1 (signed original) <input type="checkbox"/> L-2 <input type="checkbox"/> L-3 <input type="checkbox"/> CCH (TCIC-NCIC) <input type="checkbox"/> Proof of Education <input type="checkbox"/> Proof of Military, (if applicable) <input type="checkbox"/> DPS & FBI/FP return <input type="checkbox"/> Proof of Citizenship <input type="checkbox"/> Weapons Qualification <input type="checkbox"/> If criminal record exists, agency must have copy of certified record of disposition of all charges.
Annual Weapons Proficiency? YES <input type="checkbox"/> NO <input type="checkbox"/> Date Qualified: ____/____/____ (217.21)			

Comments: _____

REVIEWED BY: _____ DATE: _____