TEXAS COMMISSION ON LAW ENFORCEMENT

6330 E. Highway 290, STE 200
Austin, Texas 78723 -1035
Phone: (512) 936-7700
https://www.tcole.texas.gov/

Background Confirmation Form (BCF)

Please print legibly. This form must be received prior to submission of an L-1. Date of appointment on the L-1 must be on or after the BCF's signature date. A file copy of this form must be retained in the licensee's TCOLE file after it is emailed to **secureshare@tcole.texas.gov**

Background Investigation Conducted on *(applicant information)*

1. Last Name (Name on File)	2. First Name (Name on File)	3. M.I.	4. Suffix
5. TCOLE PID	6. Projected Appointment Start Date		

Approving Chief Administrator

7. Last Name	8. First Name		9. Title	
10. TCOLE PID	11. Agency Name		12. TCOLE Agency Number	
13. Agency Address	14. City	15. County	16. Zip Code	17. Phone Number

Background Investigation Conducted by

18. Last Name	19. First Name	20. TCOLE PID

Former Law Enforcement Agencies

21. Does the applicant listed above hold a TCOLE license?
(This applicant has an active or inactive license as a peace officer, jailer, or telecommunicator in the State of Texas)

☐ YES – This applicant has held a TCOLE License (If yes, proceed to 25) ☐ NO – This is a new TX Licensee (If no, skip to signature block)

TCOLE Service Records (for TCOLE records only)

22. Were TCOLE Service Records Available in OTRR?	Yes ☐ No Records Available ☐	23. Was NDI Checked Yes ☐ No ☐

CSED Records

24. Were CSED Records Available in OTRR?	Yes ☐ No Records Available ☐

25. Current and Former Law Enforcement Agencies Is there a Release of Information form on file? __ Yes __No *List current and former law enforcement departments below*	26. Personnel Documents Reviewed:			27. An attempt was made to obtain and review the files. If background personnel documents were not reviewed in person or electronically, please indicate the reason.	
	Electronic File Transfer (TSS)	In Person (i.e. local hire)	Request denied/ Failed to respond	File not available	**Other: Explain**
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(If more lines are needed for 24-26, please use page 2)

I certify that I am the chief administrator of the above-named agency, or the person designated by the chief administrator to sign this document. I further certify that all pre-employment procedures required by Texas Occupations Code 1701.451 have been completed.

Signature of Chief Administrator or Designee (if designee, print name) Date

Background Confirmation Form (Cont.)

Please print legibly.

25. Current and Former Law Enforcement Agencies *List current and former law enforcement departments below*	26. Personnel Documents Reviewed:			27. An attempt was made to obtain and review the files. If background personnel documents were not reviewed in person or electronically, please indicate the reason:	
	Electronic File Transfer (TSS)	In Person (i.e. local hire)	Request denied/Failed to respond	File not available	Other: Explain
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_____ _____

Signature of Chief Administrator or Designee (if designee, print name) Date