

NEW ORLEANS POLICE DEPARTMENT

Volunteer Application
(Please Print or Type)

PERSONAL INFORMATION:

Last Name _____ First Name _____ Middle Initial _____

Home Address _____

City _____ State _____ ZIP _____

Date of Birth _____ Other names used _____

Home Phone _____ Cell Phone _____

Work Phone _____ Message _____

Email Address _____

EDUCATION BACKGROUND AND MILITARY EXPERIENCE:

Please circle the highest level of education completed:

High School 1 2 3 4

College 1 2 3 4 5 6 7 8

Degrees or certificates earned _____

Military Service Branch _____ Rank _____ Time Served _____

Date Discharged _____

Do you speak or read a foreign language? Yes No If so, which one(s)? _____

CRIMINAL HISTORY AND DRIVING RECORD:

Driver's License Number _____ State Issued _____

Has your license ever been suspended or revoked? Yes No

Traffic citations and accidents for the last 5 years: _____

Have you ever been questioned, detained, arrested, investigated, warned or issued a citation for any misdemeanor or felony, other than traffic, either as an adult or juvenile?

Yes No

Have you ever been convicted of a crime? Yes No

If yes, please explain:

REFERENCES:

DO NOT USE FAMILY MEMBERS AS REFERENCES. List 3 individuals you have known for at least 5 years. Please list name, complete address, and telephone number

1. Name _____
Stress Address, City, State, Zip _____
Phone Number _____
2. Name _____
Stress Address, City, State, Zip _____
Phone Number _____
3. Name _____
Stress Address, City, State, Zip _____
Phone Number _____

CURRENT EMPLOYER: (Please fill out completely)

Firm Name _____ Supervisor _____
Street Address, City, State, Zip _____
Phone _____

VOLUNTEER INTEREST:

How much time do you have to volunteer? (Please circle)

Hours per week	Hours Available	Days Available
5 10 15 20+	_____	M T W Th F S S

Areas interest in volunteering in _____

List any skills or interests which would assist in placing you in an appropriate assignments (Attach additional sheets if necessary)

List any memberships in any community organizations and previous/present volunteer experience.

INFORMATION AUTHORIZATION

I hereby authorize any city, county, state, former employer, or any other to furnish to any member of the New Orleans Police Department any information considered necessary for the purpose of processing this questionnaire. A copy of this authorization shall be considered as valid as the original. I consent to the New Orleans Police Department performing a background check into my history, and waive any right to privacy I may have in such information for the limited purpose of the New Orleans Police Department considering it for determining my suitability as a volunteer.

Signature

Date

LETTER OF UNDERSTANDING AND HOLD HARMLESS AGREEMENT

I understand that I am not an employee of the New Orleans Police Department. I am not entitled to payment for services rendered, nor am I entitled to compensation or fringe benefits other than set forth below. I further acknowledge that I am a volunteer for purposes of the Fair Labor Standards Act. I wish to volunteer my services to the City of New Orleans Police Department and/or observe members of the New Orleans Police Department perform their duties. I understand that my status as a Volunteer may be revoked at any time. In consideration of the above granted authority to observe and other good and valuable consideration, I, my assigned heirs, executors, or agents hereby agree to hold the City of New Orleans and the New Orleans Police Department harmless. I agree to indemnify the City of New Orleans and the New Orleans Police Department, and their agents and employees from any and all claims, damages, losses and expenses arising out of the above described observations, volunteer work and related activities which is for bodily injury, illness or death, or property loss of use

Signature _____ Date _____

SWORN TO AND SUBSCRIBED TO ME on this date, the _____ day of _____

NOTARY

NEW ORLEANS POLICE DEPARTMENT

CONFIDENTIALITY AGREEMENT

1. Volunteer in service of the New Orleans Police Department shall not disclose or allow access to information contained in or obtained from local Criminal History Information, records maintained by the City, State of Louisiana, or material, documents and information received from the Federal Bureau of Investigations, or any other agency of Local, State or Federal government, unless such disclosure or access is authorized by law.
2. Volunteers shall not use any information derived from the New Orleans Police Department sources or records for personal gain or use, except as authorized by law or by the New Orleans Police Department.
3. Volunteers shall not permit any person to receive information connected with the operation of the New Orleans Police Department without permission of the Superintendent of Police or as otherwise provided by law or by Department policies and procedures.
4. Volunteers shall not disclose to anyone the fact or nature of any investigation except as provided by law or by Departmental policies and procedures.
5. Volunteers shall not give any unauthorized person any information concerning the location of records, weapons, ammunition, the number of officers on duty, shift assignment or patrol areas.
6. Serving the citizens of New Orleans provides each of us with tremendous responsibility. Consequently there can be no compromise in the requirement for all volunteers to follow the New Orleans Police Department policies and procedures on records and this "Notice of Confidentiality of Department Information"

**ANY VIOLATION OF SAID REQUIREMENTS SHALL SUBJECT VOLUNTEER TO TERMINATION
AND/OR APPROPRIATE LEGAL ACTION**

The laws of the State of Louisiana provide for both criminal and civil sanctions for unlawful release of confidential information.

*I hereby certify that I have read and understand this Volunteer Application and
NOTICE OF CONFIDENTIALITY OF DEPARTMENT INFORMATION*

Printed Name of Volunteer _____

Signed _____ Date; _____

Parent Signature Required if under the age of 18 _____

Witness _____

Ronal W. Serpas
Superintendent of Police