



Pre-Background Questionnaire

Instructions

Please complete the following questionnaire. Place an “X” in the box before the correct answer, and add other details and explanations as required. You are provided with extra sheets of paper to write on if you need more space.

The information you provide will help us determine whether you meet certain requirements of good moral character, habits, and conditions of work, as referenced by the *Community Safety & Policing Act*.

Answer the questions truthfully and as accurately as possible. Your answers may be verified through a detailed background check, which is a routine requirement for candidates who reach the final stages of the selection process.

Please be advised that providing false or misleading information may lead to disqualification from the selection process or dismissal.

If you do not understand any of the questions, or if you are not certain of how you should answer a particular question, do not provide an answer until you have spoken with one of the interviewers.

Candidate Information

(Please Print)

Surname: _____

First Name: _____ **Middle Name:** _____

Name you prefer to be called: _____

(3rd, 6th & 9th digits of SIN #): ____ ____ ____

Mailing Address:

Street No.: _____ Street Name: _____

City: _____ Province: _____ Postal Code: _____

Home Number: _____ Cell Number: _____

E-mail Address: _____

Declaration

I hereby declare that the information provided in this document is true and correct to the best of my knowledge. I understand that a false statement or omission may disqualify me from further consideration for employment or result in dismissal should I be hired as a civilian. It is understood and accepted that I am involved in a competitive selection process and that I may be declined at any stage of this process.

Applicant Signature:

Date:

The information in this form is confidential and will be treated as such. Please be aware that the information provided herein can be used during the background investigation to further explore and verify statements you make.

Personal information obtained through the completion of this form is collected pursuant to Section 83 of the *Community Safety & Policing Act* for the purpose of assessing qualifications and suitability for employment as a police officer. Information collected may be disclosed for the purpose for which it was obtained or for a consistent purpose. Questions concerning the collection or disclosure of this information should be addressed to:

Ontario Association of Chiefs of Police
40 College Street, Suite 605
Toronto, ON M5G 2J3
Tel: 1-416-926-0424
Email: contact@oacp.ca

The information in this form is confidential and will be treated as such. Please be aware that the information provided here can be used during the background investigation to further explore and verify your statements.

A. Habits: Work and School-Related

Work-Related Habits:

1. a) Have you ever been absent from work for extended periods?

No

Yes

If yes, explain how long you were absent and why.

b) Did you have such problems as lateness and absenteeism to/from work?

No

Yes

If yes, explain how often and why.

2. Have you ever been disciplined/censured/documented (either verbally or in writing) for any reason at work? (Examples include, but are not limited to, lateness, absenteeism, derogatory language, etc.)

No

Yes

If yes, explain the behaviour as well as the action taken.

3. Are there any jobs that you have had that are not listed in your application?

No

Yes

If yes, please provide details such as the position held, name and address of the employer, the period of employment, and the location where you worked (if the location is different from the address of the employer).

4. a) Have you resigned from a job in the past 5 years?

No

Yes

If yes, which position and why did you leave?

b) Have you ever resigned from a job to avoid termination of employment?

No

Yes

If yes, which position and what were the circumstances?

5. Have you ever been fired from a job?

No

Yes

If yes, why were you fired?

School-Related Habits:

- 6. Have you ever been expelled, suspended, put on academic probation, documented, or formally reprimanded for any reason at an educational or training institution?

No

Yes

If yes, what was the nature of the incident, when did it occur, and what action was taken?

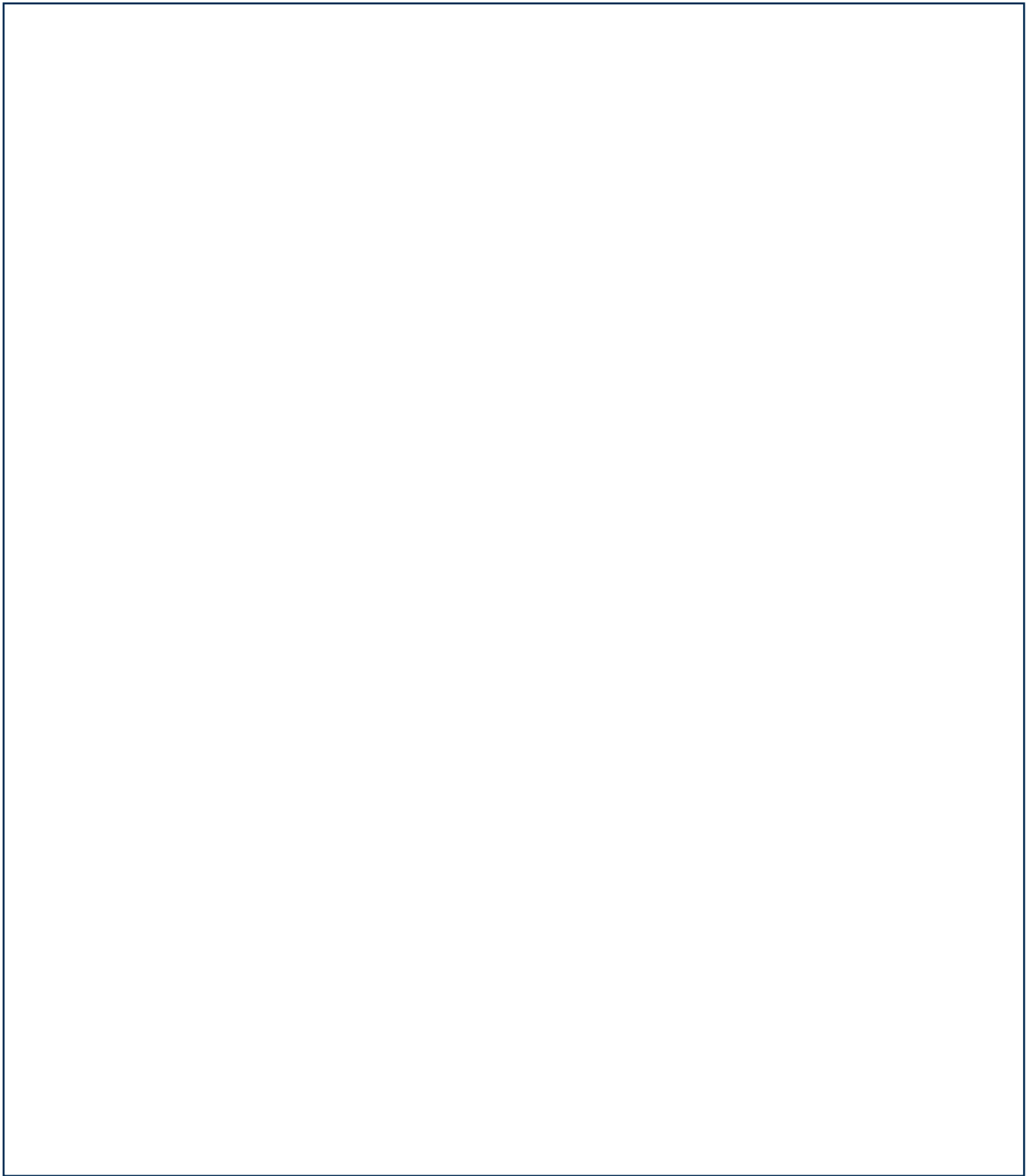
- 7. Did you have such problems as absenteeism and lateness when you were a student?

No

Yes

If yes, what were the causes of your lateness or absences?

Additional Comments:

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c) Driving Record

8. Do you possess a valid driver's license that permits you to drive an automobile in Ontario with full driving privileges?

No

Yes

9. Do you currently have any demerit points accumulated?

No

Yes

If yes, how many points and what was the violation committed?

10. a) Have you ever been charged with offences under the Highway Traffic Act (HTA) and/or the Compulsory Automobile Insurance Act (CAIA)?

No

Yes

If yes, provide details regarding why, when, and how many times.

b) In relation to the above, were you convicted in Provincial Offences Court and/or held at fault by your insurer?

No

Yes

If yes, provide details.

11. Has your driver's license ever been suspended?

No

Yes

If yes, provide details regarding why, when, and how many times it has been suspended.

12. List all motor vehicle collisions with an object or person that you have been involved in as a driver.
(Provide dates and details and which police service attended)

13. a) Have you ever failed to stop for a police officer?

No

Yes

If yes, provide details.

b) Have you ever been the driver or passenger involved in a hit-and-run collision?

No

Yes

If yes, provide details

c) Have you ever failed to identify yourself to a police officer when requested to do so?

No

Yes

If yes, provide details

Additional Comments:

C. Criminal Record

A *Criminal offence* includes any fine, period of imprisonment or period of probation ordered by the court. A criminal offence is any offence under the Criminal Code and/or any Act of Parliament and includes, but is not limited to, sexual assault, criminal negligence causing death, theft, mischief, assault, etc. Offences under Provincial statutes, such as the Highway Traffic Act, Liquor License Act, or the Game and Fish Act, are **not** criminal offences.

The Youth Criminal Justice Act deems a young person not to have been convicted or found guilty if they are discharged absolutely or if their youth sentence or disposition has ceased to have effect.

14. Have you ever been convicted [see above] of any criminal offence in Canada for which a pardon has not been granted?

No

Yes

If yes, please provide details regarding the facts that led to your conviction(s).

15. Have you ever been found guilty of any criminal offence in Canada for which you received a conditional or absolute discharge?

No

Yes

If yes, what were the terms of your discharge?

16. If you received a conditional or absolute discharge, in Canada, have the records been sealed by the RCMP? *(For discharges ordered after July 24, 1992, records are sealed automatically after 1 year for absolute discharges and 3 years for conditional discharges. For discharges before this date, you are required to apply for the records to be sealed).*

No

Yes

Not Applicable

If yes, please provide details of the fact situation on which the charge against you was based.

17. Have you ever been convicted of any criminal offence in any other country for which the equivalent of a pardon has not been granted?

No

Yes

If yes, please provide details regarding the facts that led to your conviction(s).

18. Have you ever committed any criminal offence in Canada when you were under 18 years of age or over 18 years of age?

No

Yes

If yes, provide details regarding the incident (s), including what, when, where, and why it happened.

19. Have you ever committed an offence or act in another country that would be considered a criminal offence in Canada?

No

Yes

If yes, provide details regarding the incident (s), including what, when, where, and why it happened.

20. a) Have you ever been convicted of any criminal offence in Canada for which a pardon has been granted?

No

Yes

If yes, provide details regarding the incident (s), including what, when, where, and why it happened.

b) Have you ever been convicted of any criminal offence in any other country for which the equivalent of a pardon has been granted?

No

Yes

If yes, provide details regarding the incident (s), including what, when, where, and why it happened.

Additional Comments:

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D. Alcohol Use

21. Do you drink, or have you ever drunk, alcoholic beverages?

No. Go directly to question 26.

Yes

22. Have you ever been in a verbal or physical altercation while under the influence of alcohol?

No

Yes

If yes, explain

23. Have you ever operated a vehicle while under the influence of alcohol?

No

Yes

If yes, provide details regarding the incident(s).

24. Have you ever had contact with the police in which alcohol was a factor?

No

Yes

If yes, please provide details.

25. Have you ever been administered a test for alcohol (breath, blood, urine) by or on behalf of the police?

No

Yes

If yes, when did this occur? Which agency administered the test? Was it taken at the roadside? What actions resulted?

Additional Comments:

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E. Cannabis Use

26. Do you use, or have you ever used, cannabis products?

No. Go directly to question 31.

Yes

If yes, explain.

27. Have you ever been in a verbal or physical altercation while under the influence of cannabis?

No

Yes

If yes, explain.

28. Have you ever operated a vehicle while under the influence of cannabis?

No

Yes

If yes, provide details regarding the incident(s).

29. Have you ever had contact with the police in which cannabis was a factor?

No

Yes

If yes, please provide details.

30. Have you ever been administered a test for cannabis (oral fluid, blood, urine) by or on behalf of the police?

No

Yes

If yes, when did this occur? Which agency administered the test? Was it taken at the roadside? What actions resulted?

Additional Comments:

F. Drug Use

31. a) Have you ever taken, tried, or experimented with any illegal drugs? (Not including cannabis.)?

No. Go directly to Question 32

Yes

- b) What illegal drugs(s) do (or did) you take?

- c) How often and over what period of time did you use illegal drugs?

- d) How recent was your last use of illegal drugs?

- e) Why did you stop using illegal drugs?

32. Have you ever purchased illegal drugs?

No

Yes

If yes, when did this occur? Provide details regarding the purchases and your involvement.

33. Have you ever grown/manufactured/imported illegal drugs or given/sold illegal drugs to another person?

No

Yes

If yes, when did this occur? Please provide details.

34. Have you ever had contact with the police in which drugs were a factor?

No

Yes

If yes, please provide details.

35. a) Have you ever taken, tried, or experimented with prescription or non-prescription drugs for non-medical reasons? *(Use of legal drugs for reasons not related to a medical condition, i.e., the use of steroids for bodybuilding are considered a non-medical use of drugs).*

No. Go directly to question 36.

Yes

If yes, please indicate:

Prescription, _____

Non-prescription, _____

b) How often and over what period of time did you take such drugs?

c) How recent was the last time you used prescription/nonprescription drugs for non-medical reasons? Please specify the name(s) and type(s) of the drug(s).

d) Why did you stop using such drugs?

36. Have you ever used inhalants or other materials for mind-altering effects? (i.e., glue, paint, thinners, gasoline, after-shave lotion).

No

Yes

If yes, please provide details.

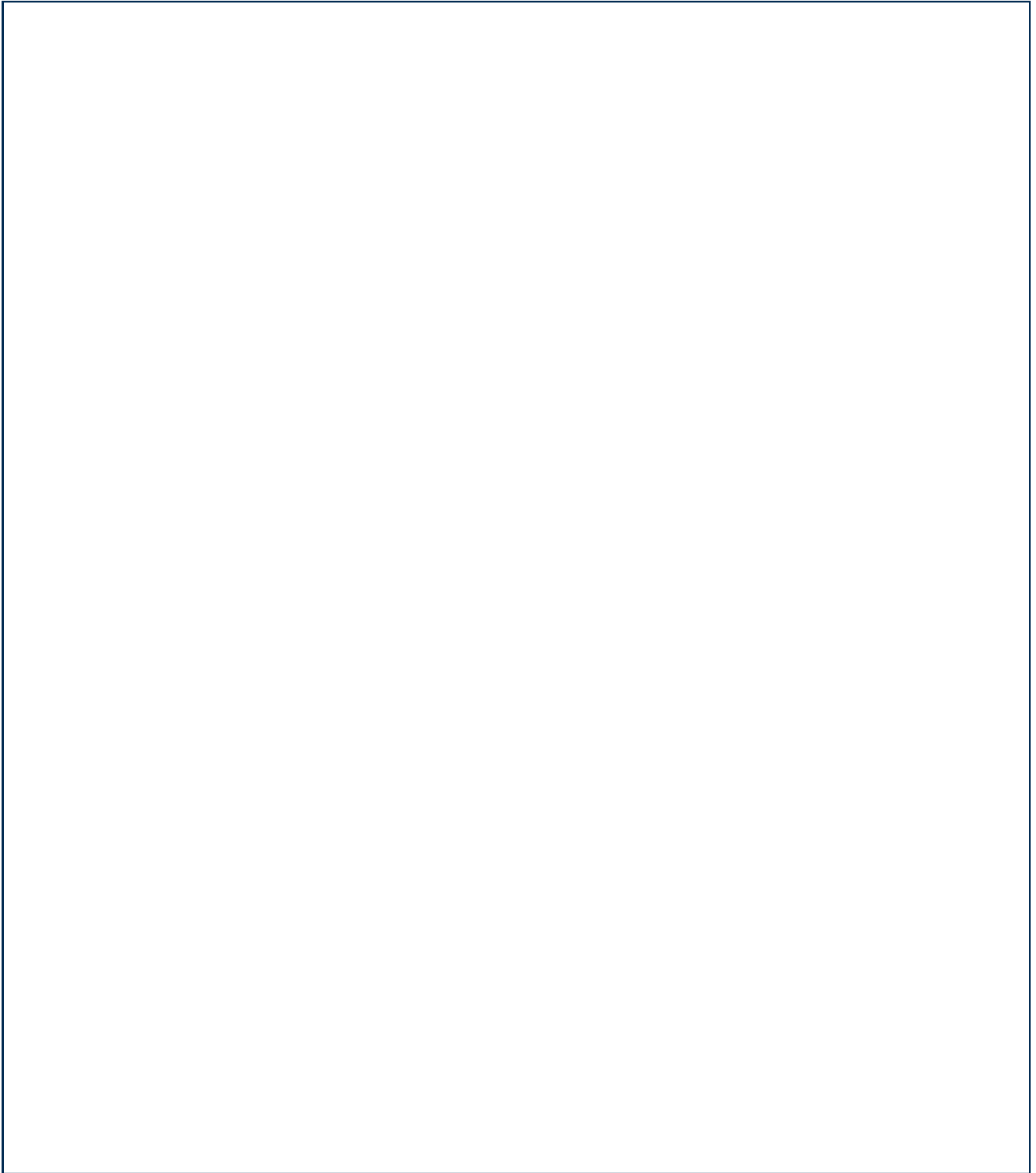
37. Have you ever driven a motor vehicle while either impaired by or under the influence of drugs?

No

Yes

If yes, please provide details.

Additional Comments:

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F. Internet Use

38. Please list all active, inactive, and deleted social networking sites (Instagram, TikTok, Twitter, LinkedIn, Facebook, Pinterest, etc.) associated with you. Include usernames. Do not provide passwords.

I have never had links to social networking sites.

I have listed below all current and previous sites.

39. Please provide all personal, work and school email addresses associated with you since the age of 18 years. Do not provide passwords.

I have never had an email address.

I have listed below all your current and previous email addresses since you were 18 years of age.

40. List any screen names or other monikers associated with you on the Internet since you reached the age of 18 years. Include YouTube ID's, Skype ID's, gaming ID's. Do not provide passwords.

I have never had any screen names or other monikers.

I have listed below all screen names and monikers associated with me since I was 18 years of age.

41. List any www domains (1.e., www.google.com) that you currently own or have previously owned or have been associated with.

I have never owned or been associated with a domain.

I have owned or been associated with the following domains. State the purpose of owning or being associated with each domain.

42. List any blogs, websites, forums and social media groups or pages that you either maintain or comment on.

I have never maintained or commented on any blogs, websites, forums, social media groups or pages.

I have maintained or commented on the following blogs, websites, forums and social media groups or pages.

43. List any other information that you feel background investigators should be aware of when doing background research on the Internet about you. List any further websites, chatrooms, blogs, and/or forums where your image or name may appear that were not previously listed in the questions above.

My image and/or name should not appear on any other websites, chatrooms, blogs, or forums.

My name and/or image may appear on the following websites, chatrooms, blogs, and forums that I have not previously listed.

G. Credit Record

44. Have you ever declared bankruptcy?

No

Yes

If yes, what were the circumstances?

45. Has a collection agency ever been assigned to any of your outstanding balances?

No

Yes

If yes, what were the circumstances? How and when was the matter resolved?

46. Have you ever knowingly misrepresented your financial situation?

No

Yes

If yes, how often? How recently? What were the circumstances?

Additional Comments:

H. Conditions of Work

You may be required to be available for work at all times, in various conditions.

47. a) Are you able and willing to assume any shift, night or day, on any day of the week?
No. Provide details below.

Yes

I. Other information

51. Do you currently associate with, or have you in the past associated with, individuals or groups, including a family member, whom you know or know to be engaged in any criminal activity?

No

Yes

If yes, provide details of these associations.

52. Are you now, or have you ever been, interviewed, questioned, investigated, arrested, or charged in Canada for an offence of any kind? This includes ALL police contact. (Excluding for employment purposes.)

No

Yes

If yes, provide details regarding the incident (i.e., what, when, where, why).

53. Are you now, or have you ever been, interviewed, questioned, investigated, arrested, or charged in any other country for an offence of any kind? This includes ALL police contact. (Excluding for employment purposes.)

No

Yes

If yes, provide details regarding the incident (i.e., what, when, where, why).

54. Excluding *Highway Traffic Act* (HTA) offences, have you ever been convicted of a provincial offence? (*Paying a fine is considered a conviction in Provincial Offences Court; provincial offences include catching over the limit or out-of-season under the Game and Fish Act; drinking underage or being drunk in public under the Liquor Licence Act, violating the Trespass to Property Act or the Community Safety & Policing Act*).

No

Yes

If yes, what was the specific offence(s)? When and where did it take place? Why did it happen?

55. Do you currently have any legal matters pending before ANY court in ANY jurisdiction or country? If so, please explain.

56. Have you ever been refused a Firearm Acquisition Certificate, a Possession Only License, or a Possession and Acquisition License?

No

Yes

If yes, provide details regarding the refusal (i.e., what, why, where).

57. Have you ever had a Firearm Acquisition Certificate, a Possession License or a Possession and Acquisition License revoked?

No

Yes

If yes, provide details regarding the revocation (i.e., when, why, where).

58. Do you now possess any firearms?

No

Yes

If yes, please provide details.

J. Background Check

A background check is part of the selection process. It involves a detailed investigation, including a review of any personal involvement in criminal activity and alcohol or drug use.

59. Is there any information that you wish to add or disclose about yourself that you feel we should be aware of at this time?

No

Yes

If yes, please provide details.

Final declaration

I hereby declare that the information provided in this document is true and correct to the best of my knowledge. I understand that a false statement or omission may disqualify me from further consideration for employment or result in dismissal if I am appointed as a police constable/cadet. I understand and accept that I am in a competitive selection process and that I may be declined at any stage of this process.

Applicant Signature:

Date:

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