

Adult Screening Application

CJCR Gp requires support from various organizations and individuals to assist and support in the delivery of the Cadet Program. To fulfill its legal obligations as responsible for youth, and to support all adults, there is a need to ensure all adults are appropriately screened.

Along with this form, you will need to provide a photocopy of two pieces of government issued identification, one of which must include a photo, and a Canadian Police Records Check (PRC) with the Vulnerability Sector Screening (VSS). Details on how to acquire a VSS will be provided to you by the RCSU.

Privacy Notice

To process your screening application, CJCR Gp requires personal information from you. Only information needed for the purposes of determining your suitability to work with cadets will be requested. All information collected during this process will be protected and kept confidential in accordance with the [Privacy Act](#) and NDSI 27, *Classification and Designation of Information*.

Application Type:	☐ Initial Application	☐ Renewal
Select the appropriate box:	☐ Volunteer	☐ Civilian Instructor *
	☐ Reg F	☐ DND Employee
	☐ P Res	☐ Civilian contractor (pers)

* Current CAF members are not eligible to apply to CI positions.

Section 1 – Personal Information

First Name		Surname	
Preferred Name		Middle Initial(s)	DOB (DD-MM-YYYY)
Address			
City	Province		Postal Code
Phone Number	E-mail		
Employer (incl address):		Supervisor (incl email):	
Corps/Squadron Number (if applicable):		UIC (if applicable):	
Primary Duties:			
Do you have a child currently participating in the Cadet Program?		☐ Yes	☐ No
	If yes, provide corps/squadron number:		

Section 2 – Previous/Current CAF Experience and Cadet Experience

- ☐ Current CAF experience ☐ Previous CAF service ☐ Previous Cadet experience
☐ No previous CAF or Cadet experience (if you checked this box, skip section 2)

Active/previous CAF Experience			
Service Number:	Rank (current or on release):	Unit (current or on release):	Unit CO (incl email):

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Release Item	Release Date:	MOSID:	
Previous Cadet Experience			
Years of Participation:		Element:	
Corps/squadron Number:		Corps/squadron location:	

Section 3 – References *(cannot be a relative or partner/spouse)*

First Reference			
Name		Relationship to you	
Phone Number	E-mail		
Second Reference			
Name		Relationship to you	
Phone Number	E-mail		
Third Reference			
Name		Relationship to you	
Phone Number	E-mail		

Section 4 – Personal Declaration

Have you ever been convicted of a criminal offence for which a record suspension has not been granted? ☐ Yes ☐ No

Do you have previous experience as a volunteer with a youth organization? ☐ Yes ☐ No

If yes, please provide the following details:

Name of Organization		Position held as a Volunteer	
Contact Person		Position	
Phone Number	E-mail		

I, the undersigned, agree that all information contained within this application is factual and has been completed to the best of my ability. I permit CJCR Gp, or its agents, to contact any of the references listed on my application. I also understand that CJCR Gp reserves the right to accept or decline my services for any reason, except for those prohibited by the Canadian Charter of Rights and Freedoms. I recognize that the safety and wellbeing of cadets is my foremost responsibility. I hereby agree that I will immediately advise CJCR Gp should I commit or be implicated in any type of activity that could change my status for my PRC or VSS.

Signature

Date

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For Use by CJCR Gp and/or designated agents only			Suitable	Not Suitable
Minimum Age of 18			☐	☐
Interview Completed:	Date:		☐	☐
Current/Previous CAF Service Review (includes approval from current CO):			☐	☐
First Reference:	Date:		☐	☐
Second Reference:	Date:		☐	☐
Third Reference (if required):	Date:		☐	☐
PRC/VSS:	Date of Completion:		☐	☐
Applicant Status:			Approved as: ☐ CJCR Gp Volunteer; ☐ CI; ☐ CAF member ☐ Not Approved	

Signature and Position (RCSU/CJCR Gp
Representative)

Date