



**California State University San Bernardino
Police Department**

Please read and complete the following page for each individual authorized to receive DOJ information and the Department Head/Chair.

As an employee/volunteer of California State University of San Bernardino, _____ (Department), I may have access to confidential criminal records, or other criminal justice information, which is controlled by statute. All access of this information is based on the need to know and the right to know. Misuse of such information may adversely affect an individuals civil rights, and violates the law and/or policies set by the Department of Justice.

Penal Code Section 502 prescribes the penalties relating to computer crimes. Penal Code Sections 11105 and 13300 identify who has access to criminal history information and under what circumstances it may be released. Penal Code Sections 11141-11143 and 13302-13304 prescribe penalties for misuse of criminal history information. Government Code Section 6200 prescribes the felony penalties for misuse of public record and other information.

Penal Code Sections 11142 and 13303 state:

Any person authorized by law to receive a record or information obtained from a record who knowingly furnishes the record or information to a person not authorized by law to receive the record or information is guilty of a misdemeanor.

Any person/volunteer who is responsible for misuse of information is subject to immediate dismissal from employment. Violations of the law may result in criminal and/or civil action.

I HAVE READ THE ABOVE AND UNDERSTAND THE POLICY REGARDING MISUSE OF DEPARTMENT OF JUSTICE ACCESSIBLE INFORMATION.

NAME:

DATE

Signature