

**NOTICE OF CONFIDENTIALITY OF
DEPARTMENT INFORMATION**

- 1 Volunteers shall not disclose or allow access to information contained in or obtained from Local Summary Criminal History Information, records maintained by State Department of Justice, or material, documents and information received by the Federal Bureau of Investigation or any other agency of State or Federal government, unless such disclosure or access is authorized by law
- 2 Volunteers shall not use any information derived from any Police Department sources or records for personal gain or use, except as authorized by law or Department policies and procedures
- 3 Volunteers shall not permit any person to receive information connected with the operation of the Police Department without permission of the Chief of Police or as otherwise provided by law or Department policies and procedures
- 4 Volunteers shall not disclose to anyone the fact or the nature of any investigation, except as provided by law or Department 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 beat areas
- 6 Serving the public provides each of us with a great responsibility. Consequently, there can be no compromise in the requirement for all volunteers to follow the Police Department policies and procedures on records and information. Any violation of said requirements shall subject volunteers to termination.
- 7 Penal Code, Section 11142 relating to State Summary Criminal History Information provides as follows: " Any person authorized by law to receive a record or information obtained from a record who knowingly furnishes the record of information to a person who is not authorized by law to receive the record of information is guilty of a misdemeanor.
- 8 Penal Code, Section 13302 relating to Local Summary Criminal History Information provides the following: " Any person of the local criminal justice agency who knowingly furnishes a record or information obtain from a record to a person who is not authorized by law to receive the record or information is guilty of a misdemeanor

I have read and understand the Riverside Police Department's policy on confidential information. I have been advised that failure to observe this policy is grounds for immediate dismissal and possible criminal prosecution.

Volunteer Signature: _____ **Date:** _____