

SAMPLE - REQUEST FOR VULNERABLE SECTOR SCREENING

1. This is to confirm that _____
Service Number Rank Name
is a member of the Cadet Instructors Cadre, a component of the Canadian Forces that specializes in the administration, organization, training and supervision of cadets. Cadets are young persons between the age of 12 and 18.
2. With the protection and safety of youth as the goal the Department of National Defence has a moral, ethical and legal obligation to put in place a process to prevent wrongdoing or abuse to the youth entrusted to our care. As part of the Screening Process all adults working with the cadet organization are now required to provide a current Police Records Check and Vulnerable Sector Screening report.
3. We ask your cooperation in conducting this screening process and returning the report to the Regional Cadet Support Unit in the envelope provided. All replies will be treated with the strictest confidence.
4. The information requested includes the following:
- a. Criminal convictions;
 - b. Outstanding charges;
 - c. Pardoned sex offences listed under the schedule of the Criminal Records Act;

CONSENT AND AUTHORIZATION FOR DISCLOSURE OF INFORMATION TO NATIONAL DEFENCE

I hereby authorize the full disclosure of police information relating to criminal convictions, outstanding criminal charges or other criminal records information recorded in my name and identified during the course of the Police Records Check and Vulnerable Sector Screening verification to the Department of National Defence and Canadian Forces (DND/CF). I authorize the DND/CF to collect this information for purposes of assessing my suitability to work with cadets.

Date

Member's Signature

