

DPSST Office Use Only

DPSST
Fire Service #

Date

By

Oregon Department of Public Safety Standards and Training

E-1: Application for Personnel Affiliation and Certification Eligibility

Fax: 503-378-4600 Mail: 4190 Aumsville Hwy SE; Salem OR 97317

Questions? Call DPSST at 503-378-2100

Revised June 2023



PERSONNEL INFORMATION

Fire Service Agency Name				
Last Name	First Name	Middle Inl	Date of Affiliation	DPSST Fire # (Leave Blank if New)
Gender M <input type="checkbox"/> F <input type="checkbox"/>	Date of Birth	US Veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>	Background Investigation Completed per OAR 259-009-0015? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Does the above listed fire service agency require DPSST certification to continue the affiliation of this fire service professional? Yes No

IF YES, the fire service professional must meet the minimum standards for certification pursuant to OAR 259-009-0059.

NOTE: A fingerprint-based state and national criminal background check pursuant to OAR 259-009-0059 must be completed if the fire service professional has never been fingerprinted for DPSST certification purposes. If required, fingerprints must be submitted in accordance with

<https://www.oregon.gov/dpsst/FirePrograms/Pages/Cert%20Fingerprint-Requirement-Information.aspx>.

Should the fire service professional have a criminal conviction that would preclude him/her from receiving DPSST certifications, DPSST will take action to deny this Application for Personnel Affiliation.

IF NO, please complete and submit a Personnel/Agency Form in lieu of this form. Found here

[https://www.oregon.gov/dpsst/FirePrograms/FireForms/PAF1-29-2018\(3\).pdf](https://www.oregon.gov/dpsst/FirePrograms/FireForms/PAF1-29-2018(3).pdf).

SIGNATURES

As the applicant, I understand that the fire agency with which I am affiliating requires DPSST certification as a fire service professional and that a fingerprint based criminal history check may be completed as part of the initial personnel affiliation process. I understand that if I have been convicted of a disqualifying crime(s) my affiliation with this fire agency may be denied and my certifications subject to denial or revocation pursuant to OAR 259-009-0120.

Signature of Applicant

Date

As an authorized signer, I have reviewed this form for completeness and accuracy. I understand that DPSST will deny this application for affiliation should the fire service professional listed on this form fail to meet the minimum standards for certification. I also understand that falsification of this document makes my certifications subject to denial or revocation under ORS 181A.640 and OAR 259-009-0120.

Signature of Agency Head or Designee

Printed name of Agency Head or Designee

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Fire Certification Fingerprint Requirement Information

Oregon Revised Statutes (ORS) and Oregon Administrative Rule (OAR) prohibit fire service professionals who have been convicted of disqualifying crimes from holding National Fire Protection Association (NFPA), National Wildland Coordinating Group (NWCG), or Oregon-specific fire service certifications in the state. To ensure that applicants for fire service certification have not been convicted of disqualifying crimes, DPSST must conduct a state and national criminal background check. A part of this background check requires any applicant for fire service certification who has never been fingerprinted for the purposes of certification, be fingerprinted. Completion of the fingerprint requirement must be done at the time of submitting an E-1 Form or an Application for Certification and is a ON-TIME requirement. For more information on the fingerprint requirement, please see the Fire Program's fingerprint webpage here: <https://www.oregon.gov/dpsst/FirePrograms/Pages/Cert%20Fingerprint-Requirement-Information.aspx>.

All applicants undergoing a fingerprint-based Federal Bureau of Investigation (FBI) record check which includes firefighters applying for DPSST Fire Certifications or utilizing the E-1 Form, must be provided an adequate written FBI Privacy Act statement and procedures for accessing and amending an FBI identification records prior to fingerprinting. If the applicant has not yet being fingerprinted for fire Service certification purposes, please share the below information with them prior to fingerprinting. This statement can be disregarded if the firefighter has already been fingerprinted for fire service certification purposes, but must be provided to those that have not yet completed the fingerprint requirement. To check if a firefighter has already completed their fingerprint requirement, please view their information on the [Oregon Fire Service Information Records Inquiry System \(IRIS\)](#).

Privacy Act Statement

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

Applicant Notification and FBI Record Access and Amendment

Your fingerprints will be used to check the criminal history records of the FBI. You have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34. You can find additional information on the FBI website at <https://www.fbi.gov/about-us/cjis/background-checks>