

## Annex A – Notification form

### CHIEF OFFICER – POST EMPLOYMENT NOTIFICATION

(For all appointments commencing within 12 months of leaving the police service)

**PART 1** *To be completed by the applicant*

#### Applicant Details

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**Q1.**

Name	
Police Force	
Chief Officer role (most recent)	
Dates of police service (in Chief Officer role)	
Dates of police service (overall)	
Postal Address	
Daytime Telephone Number	
Email Address	

**Q2.**

Proposed start date of outside appointment			
Have you previously notified of any other post-service employment	Yes		No
If 'yes', when?			

**PART 2** *To be completed by the applicant*

**Full or Part-time Appointments Outside the Police Service**

Please provide details of the proposed appointment.

**Q3. Appointment Details**

Job Title								
Name of new employer								
Nature of business								
The proposed appointment is: <i>(please tick)</i>	Full-time	<input type="checkbox"/>	Part-time	<input type="checkbox"/>	Paid	<input type="checkbox"/>	Unpaid	<input type="checkbox"/>
If part-time, please state how much time is likely to be involved:				[.....] <i>days per week/month/year</i>				
Proposed start date for new appointment								
Details of your new role and responsibilities. Please give as much information as possible								

Is the appointment likely to include any contact or dealings with your former Force, or the Police Service more generally	Yes		No	
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If **yes**, please explain

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Did you apply for an advertised post? ( <i>please tick</i> )	Yes		No	
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If 'No' please state when and how the offer of the post arose.

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**Dealings with prospective employer or clients**

Please complete a separate entry for each employer/client.

**Q4.**

(a)	Please state if you have personally had any direct contractual or other dealings with your prospective employer (or a parent company) over your last five years of service?			
	Yes		No	
(b)	If you answered 'yes' to 4 (a) please describe in each case the nature of your dealings. Please be as clear as possible			
(c)	Is there any other information that you feel would assist in formulating a recommendation on the proposed appointment, or any factors which might affect the public's perception of your appointment? Please provide any further information below			

**PART 3** *To be completed by the PCC or CC*

**Police and Crime Commissioner or Chief Constable Assessment**

1.	<p>The aim of the rules is to maintain public trust in the Police Service and in the people who work in it. Please give your assessment of the application, including regard for public perception.</p>
2.	<p>What is your proposed or recommended course of action?</p> <ul style="list-style-type: none"><li>- Appropriate</li><li>- Appropriate with conditions</li><li>- Not appropriate</li></ul>
Signature	
Name in Capitals	
Job Title	
Telephone Number	
Email	
Date	