



## NO LONGER INTERESTED (NLI) NOTIFICATION (FOR NON-DEPARTMENT OF JUSTICE APPLICANTS)

California Penal Code section 11105.2(d) states, in part, that any agency which submits the fingerprints of applicants for employment or approval to the Department of Justice (DOJ) for the purpose of establishing a record of the applicant to receive notification of subsequent arrests, shall immediately notify the department when employment is terminated or the applicant is not hired.

It is the responsibility of the hiring/approving authority to notify the DOJ, Bureau of Criminal Information and Analysis when employment has been terminated or when an applicant or volunteer is not actually retained to the position for which they applied.

<b>STEP I - APPLICANT INFORMATION</b> (Please type or print in ink)		
FULL NAME (MANDATORY):		
LAST	FIRST	MIDDLE
ALIASES (MAIDEN NAME, AKAs)		
LAST	FIRST	MIDDLE
GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH (MANDATORY)	CII NUMBER
APPLICATION TYPE (MANDATORY)		
Specific to requesting agency (i.e., credentialed, classified, volunteer, non-sworn, license, permit, peace officer, etc.)		

<b>STEP II - AGENCY INFORMATION</b>	
AGENCY NAME AND ADDRESS (MANDATORY)	AGENCY ORI (MANDATORY)
CONTACT PERSON	

**\* FORM MUST BE FILLED OUT COMPLETELY TO ENSURE TIMELY PROCESSING.**

<b>CONTACT INFORMATION</b>
<p>For questions about this form, you may contact the DOJ by email at <a href="mailto:NLI@doj.ca.gov">NLI@doj.ca.gov</a>. Forms must be mailed or faxed to:</p> <p>California Department of Justice Bureau of Criminal Information and Analysis Quality Update &amp; Expedite Section P.O. Box 903417 Sacramento, CA 94203-4170 Fax (916) 227-4722</p>



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### Privacy Notice

As Required by Civil Code § 1798.17

**Collection and Use of Personal Information.** The California Justice Information Services (CJIS) Division in the Department of Justice collects the information requested on this form as authorized by Penal Code section 11105.2(d). The CJIS Division uses this information to terminate any further notifications of subsequent arrests to a hiring/approving authority when employment is terminated or the applicant is not hired. In addition, any personal information collected by state agencies is subject to the limitations in the Information Practices Act and state policy. The Department of Justice's general privacy policy is available at: <http://oag.ca.gov/privacy-policy>.

**Providing Personal Information.** All the personal information requested in the form must be provided.

**Access to Your Information.** You may review the records maintained by the CJIS Division in the Department of Justice that contain your personal information, as permitted by the Information Practices Act. See below for contact information.

**Possible Disclosure of Personal Information.** In order to terminate any further notifications of subsequent arrests to a hiring/approving authority when employment is terminated or the applicant is not hired, we may need to share the information you give us with other government agencies.

The information you provide may also be disclosed in the following circumstances:

- With other persons or agencies where necessary to perform their legal duties, and their use of your information is compatible and complies with state law, such as for investigations or for licensing, certification, or regulatory purposes;
- To another government agency as required by state or federal law.

**Contact Information.** For questions about this notice or access to your records, you may contact the Criminal Offender Record Program manager by email at [NLI@doj.ca.gov](mailto:NLI@doj.ca.gov) or via mail at:

California Department of Justice  
Bureau of Criminal Information and Analysis  
Quality Update & Expedite Section  
P.O. Box 903417  
Sacramento, CA 94203-4170