

**REQUEST FOR REISSUANCE OF POST CERTIFICATE**

POST 2-250 (05/2010 REV. 06/2014)

**SECTION 1. REQUESTOR INFORMATION**

Pursuant to the Federal Privacy Act (Public Law 93-579) and the Information Practices Act (IPA) of 1977 (Civil Code Sections 1798, et seq.), notice is hereby given for the request of personal information. Failure to provide any part of the requested information may delay processing of this application or result in an incomplete record. No disclosure of personal information will be made unless permissible under Article 6, Section 1798.24 of the IPA of 1977. Each individual for whom personal information is collected has the right to inspect that information in any record maintained by POST. Inquiries may be directed to the POST Information Practices Act Coordinator at the address listed above. Contact the POST Information Services Bureau for instructions on requesting records.

1. NAME (LAST, FIRST, MI)		2. POST-ID (OR SOCIAL SECURITY NUMBER)	
		SSN:	
3. AGENCY NAME (IF CURRENTLY EMPLOYED)		4. AGENCY CONTACT NAME	5. AGENCY PHONE NUMBER ( )
6. END DATE IF NO LONGER WITH AGENCY	7. COMPLETE MAILING ADDRESS (STREET / PO BOX / CITY)		ZIP
8. REQUESTOR CONTACT INFORMATION			
Phone: ( )		Fax: ( )	
		Email:	
9. ORIGINAL CERTIFICATE WAS:		11. REQUESTOR – CHECK ONE ONLY	
<input type="checkbox"/> Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Destroyed <input type="checkbox"/> Other ( <i>briefly explain</i> ): _____		<input type="checkbox"/> I request that my certificate(s) be reissued. <input type="checkbox"/> I request that my <b>Management OR Executive Certificate</b> be reissued bearing the name my current employing agency.  REQUESTOR SIGNATURE: _____  Date: _____	

**SECTION 2. CERTIFICATE REQUESTED**

11. GENERAL	<input type="checkbox"/> Basic	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Advanced	<input type="checkbox"/> Supervisory	<input type="checkbox"/> Management	<input type="checkbox"/> Executive
12. SPECIALIZED	<input type="checkbox"/> Basic	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Advanced	<input type="checkbox"/> Supervisory	<input type="checkbox"/> Management	<input type="checkbox"/> Executive
13. CORONER	<input type="checkbox"/> Basic	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Advanced	<input type="checkbox"/> Supervisory	<input type="checkbox"/> Management	<input type="checkbox"/> Executive
14. DISPATCHER	<input type="checkbox"/> Basic	<input type="checkbox"/> Intermediate	<input type="checkbox"/> Advanced	<input type="checkbox"/> Supervisory		
1415. OTHER	<input type="checkbox"/> Reserve Officer	<input checked="" type="checkbox"/> <del>Public Safety Dispatcher</del>	<input type="checkbox"/> Records Supervisor			

**SECTION 3. POST USE ONLY**

CERTIFICATE	ORIGINAL CERTIFICATE		REISSUED CERTIFICATE	
	OLD NUMBER	DATE ISSUED	NEW NUMBER	DATE ISSUED
Basic	GENERAL	B –	B –	
	SPECIALIZED	S –	S –	
	CORONER	CB –	CB –	
	<del>DISPATCHER</del>	<del>DB –</del>	<del>DB –</del>	
Intermediate	GENERAL	I –	I –	
	SPECIALIZED	SI –	SI –	
	CORONER	CI –	CI –	
	<del>DISPATCHER</del>	<del>DI –</del>	<del>DI –</del>	
Advanced	GENERAL	A –	A –	
	SPECIALIZED	SA –	SA –	
	CORONER	CA –	CA –	
	<del>DISPATCHER</del>	<del>DA –</del>	<del>DA –</del>	
Supervisory	GENERAL	S –	S –	
	SPECIALIZED	SS –	SS –	
	CORONER	CS –	CS –	
	<del>DISPATCHER</del>	<del>DS –</del>	<del>DS –</del>	
Management	GENERAL	M –	M –	
	SPECIALIZED	SM –	SM –	
	CORONER	CM –	CM –	
Executive	GENERAL	E –	E –	
	SPECIALIZED	SE –	SE –	
	CORONER	CE –	CE –	
RESERVE OFFICER	R –	R –		
<del>PUB SAFETY DISPATCHER</del>	<del>D –</del>	<del>D –</del>		
RECORDS SUPERVISOR	RS –	RS –		

CERTIFICATE REISSUED BY

Date:

Reviewed by: