## Rule 17 – Certification Records Effective July 1, 2017 Effective January 30, 2021

- (a) Every POST certificate holder shall keep current his or her THE POST CERTIFICATE HOLDER'S name, home address, mailing address, email address, home telephone number, or cell phone number through TO the POST RECORDS MANAGEMENT SYSTEM. portal.
- (b) When any person is appointed or separated as a certified peace officer, as per Rules 10, 11 and 12, such *THE* agency shall submit an update through TO the POST RECORDS MANAGEMENT SYSTEM portal within fifteen (15) days of such appointment or separation.
- (c) Employment in the state of Colorado as a Basic peace officer, Provisional peace officer, or Reserve peace officer as defined in section § 16-2.5-102, § 24-31-308 and § 16-2.5-110, C.R.S. requires submission of physical and psychological examinations affirmation (Form 6).
- (d) By the 31st of January of each year, each agency shall verify the accuracy of the certified peace officers associated with the law enforcement agency listed on the POST portal RECORDS MANAGEMENT SYSTEM by submitting THE an email RULE 17 FORM to POST. By submitting the FORM, this email each agency is certifying that the agency has confirmed all certified peace officers associated with their law enforcement agency have no convictions DECERTIFYING INCIDENTS that would prevent the individual from being a certified peace officer in Colorado, and that each certified peace officer has a valid Colorado Driver's License or Colorado ID.