

Form Q-2

**Kentucky Law Enforcement Council***BACKGROUND INVESTIGATION APPROVAL*

**MAIL:** Kentucky Law Enforcement Council  
Funderburk Building  
521 Lancaster Ave  
Richmond, KY 40475

**Phone:** 859-622-6218    **Fax:** 859-622-5943

**INSTRUCTIONS:** This form must be completed if your agency chooses to use a background investigation form other than the one Kentucky Law Enforcement Council provides.

\_\_\_\_\_, through the undersigned agency head, is here-  
(agency name)  
by requesting approval from the Kentucky Law Enforcement Council (KLEC) of our background investigation utilized for purposes of selection and hiring of peace officers, telecommunicators or court security officers. I believe this investigation meets or exceeds the minimum standards as set forth by the KLEC.

Attached is a copy of the administrative guidelines, including standards and procedures which this agency will use for conducting the background investigation.

- I understand that all background information gathered is subject to review and audit by the KLEC and its agents.
- I further understand that his form must be resubmitted if the agency changes the procedures, guidelines or standards contained herein.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Agency Hiring Authority or Designee

\_\_\_\_\_  
Printed Name of Agency

\_\_\_\_\_  
Printed Name of Agency Hiring Authority or Designee

\_\_\_\_\_  
Agency Phone Number