

Form tele-Q**Kentucky Law Enforcement Council***AGENCY SUBMISSION FORM*

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 once, returned and kept on file in the office of the Kentucky Law Enforcement Council. It certifies who will do the testing for your agency.

Please answer all areas:

SUITABILITY SCREENING

- I certify that my agency will use KLEC testing as conducted by KLEC personnel.
- My agency will not use KLEC testing, but will submit our proposed exam by completing KLEC Form Q-5 (Suitability Screening Approval).

DRUG SCREENING

- I certify that my agency will use KLEC testing as conducted by KLEC personnel.
- My agency will not use KLEC testing, but will submit our proposed screening by completing KLEC Form Q-3 (Drug Screening Approval).

POLYGRAPH EXAMINATION

- I certify that my agency will use KLEC testing as conducted by KLEC personnel.
- My agency will not use KLEC testing, but will submit our proposed exam by completing KLEC Form Q-4, attached (Polygraph Approval).

Notice: This form must be resubmitted when your agency seeks to change its policy regarding any of the responses provided above. No testing can be done or certification issued to an agency's applicant if this form has not been submitted and approved.

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