



THE CITY OF SAN DIEGO

**Civilian**

**AUTHORIZATION TO RELEASE INFORMATION AND WAIVER  
INFORMED CONSENT TO RELEASE AND HOLD HARMLESS FOR CONFIDENTIALITY  
OF PRE-EMPLOYMENT BACKGROUND INVESTIGATION INFORMATION**

**PRINT FULL NAME:** \_\_\_\_\_

**OTHER NAMES USED:** \_\_\_\_\_

**TO WHOM IT MAY CONCERN:**

As an applicant for a position with the City of San Diego, I am required to furnish information for use in determining my qualifications, moral character, honesty and suitability. I recognize the City of San Diego has both a legal and moral obligation to take every reasonable effort to insure that I will conform to the very highest standards.

I am authorizing an extensive background investigation into all aspects of my personal, medical, and psychological fitness. I understand that persons and/or organizations may feel reluctant in furnishing legitimate information unless the confidentiality of their information can be guaranteed on a permanent basis. I have been informed that all responses, whether solicited or unsolicited, are privileged under the law, pursuant to California Civil Code section 47. This information may be shared with the San Diego Police Department or any other governmental agency upon my authorization.

I hereby request and authorize the full disclosure of any and all records, files, reports, notes, or any other information you may have concerning me, whether sealed or unsealed, including information of confidential or privileged nature to an authorized Background Investigator of the San Diego Police Department. This includes, but is not limited to, the release of all employment files or records, performance evaluations, disciplinary records, background investigation files, polygraph reports, psychological reports, medical records, all internal affairs investigations, complaints or grievances filed by or against me, training files, educational or school records and transcripts, credit history, all military records, driving records, arrest or criminal records including any investigative files or reports, detention reports, booking information, court records, probation reports and traffic citations. This also includes photocopies of the above material or documents if requested by the San Diego Police Department.

A photocopy of this release is to be considered as valid as an original waiver even though it does not contain an original of my signature. The authorization to release information is valid for a period of one (1) year from the date of signature.

I further understand that I waive any right or opportunity to read or review any information provided in the background investigation report prepared by the San Diego Police Department or its attachments, including but not limited to, the polygraph report, the identity of any person or organization who may have supplied information in the course of this investigation, as well as the substance of any such information supplied which might identify that person or organization.

I exonerate and hereby release you, your organization, representatives, agents and all others, including the San Diego Police Department, and all its employees from any and all liability whatsoever including any claims and/or damage which may result from furnishing the above information whether in law or in equity on behalf of myself, my heirs, or agents because of compliance with this authorization. I have had adequate time to review this form. I understand its purpose and I know I have a right to receive a copy if I desire.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

