



TRANSFeree APPLICATION FORM

This form is for use by Constables on level transfer from all England and Wales police forces, from the Police Service of Northern Ireland, British Transport Police and Police Scotland.

Eligibility

To confirm your eligibility for this post please attach proof of the following:

- ✓ Current Police First Aid Certificate
- ✓ Current Personal Safety Training Validation
- ✓ Current JRFT
- ✓ Standard car driver yearly assessment completed
- ✓ Copies of your last 3 PDR's / Assessments
- ✓ Copy of complaints / discipline record for the past two years

Further documents will be required for detective posts

- ✓ ICIDP qualified or previous Home Office qualified

Further documents will be required for Uniform Sergeant posts

- ✓ Evidence of substantive promotion to the rank of Sgt
- ✓ Evidence of completion of Ospre P1 and P2 / or NPPF work based assessment.

Your application will not be processed until these have been received.

Completing the form

- Please complete all sections of this form in black ink or typeface.
- Use continuation pages where allowed and clearly mark which questions they refer to. Please put your full name at the top of each continuation sheet.
- Sections which do not apply to you should clearly be marked N/A. CVs will not be accepted as part of the application process.
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GENERAL DATA PROTECTION REGULATION 2018 (GDPR)

In accordance with the Equality Act 2010 it is good practice to know the composition of people applying for the police officer roles so that policing can build an accurate workforce picture. Through this form we ask for your name so we can effectively manage the logistics for application and the assessment centre thereafter (if your application is successful). Your name, or any identifiable information will not be shared with other organisations, and will not be used for any other purpose. We ask for your help to develop an understanding of workforce diversity so we can monitor any potential barriers faced, however providing this information is voluntary.

The information you provide will be held by your recruiting force for the purposes outlined above and in accordance with the General Data Protection Regulation and other associated data protection legislation as well as our and duties under the Equality Act 2010. We will use the information collected from you to report on the composition of applicants. Your information will be used to form statistics and reports that are high level and will not identify you or any other individual. Your name, or any identifiable information will not be shared with any other organisation or used for any other purpose.

Your information will only be held in an identifiable form for as long as is necessary by the recruiting force and in accordance with their retention schedule. You have certain rights under the GDPR and associated data protection laws regarding your personal data, which includes the right to access data held about yourself, to ensure it is accurate and to ask it is deleted or no longer processed. You also have the right to complain about the processing of your information if you are not happy about any aspect of the processing.

For more information about your rights please see our full privacy notice on the force website. You can also contact the force you are applying to via email, telephone or written letter.

SECTION 1

Personal Details		
Surname	Surname at Birth <i>(if different)</i>	
Forename(s)	Title <i>(Mr, Ms, Mrs, Miss, Dr)</i>	
Date of Birth	Age	Town and Country of Birth
Current Address		
Postcode	Date of start of occupancy	
Email Address		
Telephone Numbers <i>(Including area code)</i>		<i>Work (if convenient)</i>
Home		
Mobile		
National Insurance Number		

Current Police Force	
Which force are you currently serving in?	
Include addresses of your:	
Force Headquarters	Serving Station
POST CODE:	POST CODE:
Force Identification Number <i>(eg collar number)</i>	
Current rank / role within force	
Dated started in force	Present Salary

Other benefits or bonuses (<i>e.g. housing allowance, special priority payment</i>)	
Period of notice required	
Please give a brief description of your present role, duties and responsibilities	
Please provide the name and address of your current line manager to provide a reference:	Telephone number:
	May we contact this referee now?
Name of Force Contact:	
Contact Address:	Telephone Number:
	Employed From: To:

Application for DC only		
Please confirm that you meet the following criteria in relation to your application for Detective Constable:		
ICIDP qualified or previous Home Office qualified	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Application for Uniform Sergeant only		
Please confirm that you meet the following criteria in relation to your application for Uniform Sergeant		
Evidence of substantive promotion to the rank of Sgt	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Evidence of completion of Ospre P1 <u>and</u> P2 / or Ospre P1 <u>and</u> NPPF work based assessment.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Previous Police Service

List previous roles / positions held in your current force and previous roles / positions held in other forces in which you have served. Start with the most recent. Continue on a separate sheet if necessary.

Force / Station / Department	Rank / Position Held	Dates from / To	Reason For Leaving (<i>e.g. promotion</i>)

OSPRE

Exam	Candidate Number	Status	Date Achieved
Constable to Sergeant Part 1			
Constable to Sergeant Part 2			
Sergeant to Inspector Part 1			
Sergeant to Inspector Part 2			

Conducts and Complaints

Are you currently involved in any complaint or misconduct investigation? If YES, please provide brief details.

Please detail any information you reveal to CPS via an MG 6B.

Please note, we will contact your force for verification of your misconduct and complaints history.

Driving skills

Do you hold a current driving licence?	YES / NO
Have you any endorsements on your licence? If YES, how many?	YES / NO

Business Interests

Do you currently have any job or business interest, which you intend to continue should your transfer be successful? *(include all paid and non-paid activity e.g. property rental)*

YES / NO

If YES, please state the nature of this job or business and the extent of your involvement *(eg actively involved, non executive director)*. Include hours spent on it.

Do you or your spouse / partner or any living relative with you own or run a shop or business which requires a licence (eg liquor, gaming, refreshment house or entertainment)?

YES / NO

If YES, please give full details.

SECTION 2

Nationality

In order to be eligible, you must be a British citizen or citizen of a country that is a member of the European Economic Area, or Switzerland. Commonwealth citizens and foreign nationals who are resident in the UK and free from restrictions are also eligible to apply.

What is your nationality?

If a Commonwealth citizen or a foreign national, is your stay in the UK free of Restrictions?
YES / NO

If a Commonwealth citizen or a foreign national, you must include a copy of your passport which shows your stay in the UK is free of restrictions.

Photocopy of passport included? YES / NO

Is your passport free of restrictions?
YES / NO

Convictions and cautions

You must declare all convictions for any past offences, formal cautions by the police (including cautions as a juvenile, i.e. under 18 years) and any bind-overs imposed by any court. You should **include traffic convictions** such as speeding, drink-drive offences, fixed penalties for motoring or disorder offences, anti-social behaviour orders and any appearances before a court martial.

You must also declare any charge or summons currently outstanding against you.

You must include spent convictions under the Rehabilitation of Offenders Act 1974 (by virtue of the provisions of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975) **or any involvement with civil military or transport police.**

Have you ever been convicted for any offence or been formally cautioned by the police for any offence or any bind-overs imposed by any court? (You must include traffic convictions, fixed penalties for motoring or disorder offences, anti-social behaviours orders and any appearances before a court martial. Any cautions as a juvenile should also be included).

YES / NO

If you have answered YES, please enter details below:

Date Involved (most recent first)	Offence / Alleged Defence	Results (if known)	Court / Police Station Involved

Do you have any impending prosecutions? YES / NO

If YES, please give details below:

Have you ever been involved in a criminal investigation (*whether or not this led to any prosecution to yourself or others*) or been associated with criminals?

YES / NO

If YES, please give details below:

Tattoos

Do you have any Tattoos on your hands, neck, forearms or face? Yes No
If YES describe their nature and location. Please provide a photograph.

Membership of BNP or similar

Are you a member of the British National Party, Combat 18 or the National Front?

YES/NO

Financial Position

Unless otherwise stated, complete these questions in respect of the last six years. If YES, you must provide full details (including dates). Failure to disclose accurate information may result in your application being terminated.

	YES/NO	Details (inc dates)
Have you had any Court action taken against you for any debt?	YES/NO	
Have you been party to an Individual Voluntary Agreement (IVA), Trust Deed, Debt Referral Order (DRO), Debt Management Programme or a voluntary agreement registered with the County Court, Sheriffs Court or Court of Session Judgement in Scotland?	YES/NO	
Has a County or High Court Judgement or Sheriffs Court or Court of Session Judgement in Scotland been made against you on financial matters?	YES/NO	
If YES, has this been satisfied? *	YES/NO	
Have you ever been registered as bankrupt?	YES/NO	
If YES, have your bankruptcy debts been discharged? *	YES/NO	
Are you in arrears with any existing loan / mortgage / hire purchase agreement?	YES/NO	
Have you ever had a loan arrangement terminated by a bank/building society/finance house/other?	YES/NO	
Have you had a credit/charge/store or cheque card withdrawn or been notified that a card or account has been defaulted?	YES/NO	
Have you had repossession proceedings commenced against you?	YES/NO	

Have you been the subject of an attachment of earnings order?	YES/NO	
Have you consolidated all of your debts with one lender?	YES/NO	
*If applicable, please provide a Certificate of Satisfaction, as it is needed before your application can be processed.		
Please state below if there is any further information relating to your financial position that you should bring to our attention.		

Previous addresses	
Please give all addresses at which you have lived over the last five years. Start with the most recent. Do not include your current address. Continue on a separate sheet if necessary.	
Full Address: (include postcode, if known)	Approximate dates from (month/year) to (month/year)

About your family

Please tell us about your family (wherever they live), and any other adults living at your address. If you are not in contact with any family members please provide as much information as you can. If you are unable to provide any of the required information please note why. Continue on a separate sheet if necessary. **Please complete all sections or your application will be delayed.**

Relationship to you (delete as appropriate)	Full Name (include previous surnames and name at birth, if different)	Full Address (including postcode, if known)
Yourself Date of Birth: Place of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:
Your spouse or partner Date of Birth: Place of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:
Your father Date of Birth: Place of Birth:	Full Name incl middle names: Previous Name(s):	Address: Date moved to:
Your stepfather or mother's partner Date of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:
Your mother Date of Birth: Place of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:
Your stepmother or father's partner Date of Birth: Place of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:

<p>Your brother or sister (Full / half / step – please indicate)</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Maiden / Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your brother or sister (Full / half / step – please indicate)</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Maiden / Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your brother or sister (Full / half / step – please indicate)</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Maiden / Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your brother or sister (Full / half / step – please indicate)</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Maiden / Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your spouse's or partner's Mother / Stepmother etc</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Maiden / Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your spouse's or partner's Father / stepfather etc</p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p> <p>Previous Name(s):</p>	<p>Address:</p> <p>Date moved to:</p>
<p>Your child / child of partner <i>(only state if aged 10+)</i></p> <p>Date of Birth:</p> <p>Place of Birth:</p>	<p>Full Name incl middle names:</p>	<p>Address:</p> <p>Date moved to:</p>

Your child / child of partner <i>(only state if aged 10+)</i> Date of Birth: Place of Birth:	Full Name incl middle names:	Address: Date moved to:
Other adults living at your address <i>(e.g. lodger)</i> Date of Birth: Place of Birth:	Full Name incl middle names: Maiden / Previous Name(s):	Address: Date moved to:

SECTION 3

Reason for Transfer

SECTION 4 – DECLARATION

I declare that all the statements I have made in this application are true to the best of my knowledge and belief and that no relevant information has been withheld.

I understand that:

- I must inform the HR Department without delay of any change in my circumstances.
- Criminal conviction checks will be made against myself and my family members and I have informed them of this.
- Financial checks will be undertaken to verify my financial status and that all such information will be treated in confidence. I consent to these checks being made.
- Any offer of appointment will also be subject to satisfactory references, health checks and continued good conduct.
- A conditional offer of appointment will be subject to fingerprints and a DNA sample being taken and checked against the relevant databases. These will be held on record for elimination purposes.
- A member of a police force who has deliberately made any false statement or omitted information in connection with his or her appointment may subsequently be liable to misconduct proceedings.
- Successful candidates must serve wherever required to do so within the force area.
- The Chief Officer retains the right to reject any application without providing reasons.
- Formal disclosure of my Service Charter Assessment (Armed Forces) (if applicable) will be sought and I consent to the provision of this.
- The information I have provided may be held on systems as part of the recruitment process. I understand this information may be shared by other police forces.

Signature: _____

Date: _____

Data Protection Act 1998

The information you provide in this application form will be entered into a manual filing system and onto a computerised recruitment system and as such is covered by the rules set out by the Data Protection Act 1998.

EQUALITY MONITORING FORM

Cumbria Constabulary is committed to promoting equality of opportunity in line with our responsibilities under the Equality Act 2010 and having a diverse workforce, which is representative of the communities we serve.

Completion of this section of the application form is voluntary, but the information will help us to ensure equality of opportunity. This information forms no part of the selection process.

What is your age?			
18 - 24	<input type="checkbox"/>	25 – 34	<input type="checkbox"/>
45 – 54	<input type="checkbox"/>	55 – 64	<input type="checkbox"/>
35 – 44			<input type="checkbox"/>
			Choose not to disclose <input type="checkbox"/>

What is your Gender?	
Male	<input type="checkbox"/>
Female	<input type="checkbox"/>
Choose not to disclose	<input type="checkbox"/>
Is your gender identity the same as the sex you were assigned at birth?	
Yes	<input type="checkbox"/>
No	<input type="checkbox"/>
Trans male	<input type="checkbox"/>
Trans female	<input type="checkbox"/>
Gender Fluid	<input type="checkbox"/>
Choose not to disclose	<input type="checkbox"/>

What is your current Marital / Partnership Status?	
Civil Partnership	<input type="checkbox"/>
Cohabiting / partnered	<input type="checkbox"/>
Married	<input type="checkbox"/>
Single	<input type="checkbox"/>
Widowed	<input type="checkbox"/>
Choose not to say	<input type="checkbox"/>

What is your sexual orientation?	
Bisexual	<input type="checkbox"/>
Gay or Lesbian	<input type="checkbox"/>
Heterosexual	<input type="checkbox"/>
Choose not to disclose	<input type="checkbox"/>

What is your ethnic group? Choose one option that best describes your ethnic group or background			
White		Asian or Asian British	
British / English / Northern Irish / / Welsh	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Irish	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Gypsy or Traveller	<input type="checkbox"/>	Indian	<input type="checkbox"/>
White European	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
		Other Asian Background	<input type="checkbox"/>
Mixed/ Multiple ethnic groups		Black / African / Caribbean / Black British	
White and Black Caribbean	<input type="checkbox"/>	African	<input type="checkbox"/>
White and Black African	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>
White and Asian	<input type="checkbox"/>	Other Black / African / Caribbean background	<input type="checkbox"/>
Any other Mixed / Multiple ethnic background	<input type="checkbox"/>		
Any Other Ethnic Group (please state below)		Choose not to disclose	
Middle Eastern	<input type="checkbox"/>	Choose not to disclose	<input type="checkbox"/>
Other ethnic group	<input type="checkbox"/>		

Religious Belief/Faith			
Buddhist	<input type="checkbox"/>	Christian	<input type="checkbox"/>
Hindu	<input type="checkbox"/>	Jewish	<input type="checkbox"/>
Muslim	<input type="checkbox"/>	Sikh	<input type="checkbox"/>
No Religion	<input type="checkbox"/>	Other	<input type="checkbox"/>
Choose not to disclose	<input type="checkbox"/>		

Do you consider yourself to have a disability?			
<i>The Equality Act defines a person as having a disability if they 'have a physical or mental impairment, which has a substantial and long term adverse effect on their ability to carry out normal day to day activities'</i>			
Do you have such a disability?	Yes	<input type="checkbox"/>	No <input type="checkbox"/> Choose not to disclose <input type="checkbox"/>