



THE STATE OF FLORIDA
JUSTICE ADMINISTRATIVE COMMISSION

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State Attorney, 2nd Circuit

**Criminal Justice Incentive Program (CJIP)
Class Code/Position Number Table Maintenance Request**

1. Request class code _____, position number _____, be added to the CJIP Authorization file.

2. The officer filling this position: (check all that apply)

_____ Has completed a Criminal Justice Standards and Training Commission-approved Basic Recruit Training Program

_____ Has passed the State Officer Certification

_____ Is employed full-time

_____ Has FBI and FDLE processed fingerprints on file

_____ Is not filling a Senior Management position

_____ Is a law enforcement officer who is vested with the authority to bear arms and make arrests and has the primary responsibility of preventing and detecting crime or enforcing the penal, criminal, traffic, or highway laws of the state or the supervision, training and management of law enforcement personnel.

3. Pursuant to section 943.22, Florida Statutes, I certify the above to be an accurate representation of the duties and responsibilities of:

(Employee Name) (Employee SSN)

The Agency Head or Designee must sign this form.

(Printed Name) (Title) (Phone Number)

(Authorized Signature) (Date)