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| **APPLICANT INFORMATION** |
| Name: | Date: |
| Current Employer: | Email: |
| Date assigned to Independent Investigation Team: | Cell phone: Desk phone: |
| Name of Independent Investigation Team: | Your title and responsibilities on IIT: |
| Is there any history of dishonorable behavior? Reference **(**[**WAC 139-12-030 (4)(c)(vi)**](https://apps.leg.wa.gov/wac/default.aspx?cite=139-12-030) |
| **IIT QUALIFIED LEAD INVESTIGATOR CERTIFICATE REQUIREMENTS** |
| *To apply for an IIT Qualified Lead Investigator Certificate, please provide proof of the following:* |
| **Requirement 1:****Required Documents:** | At least three years of uninterrupted experience as a certified peace officer, crime scene investigator, or related expertise in a discipline relevant to investigations ([WAC 139-12-030](https://apps.leg.wa.gov/wac/default.aspx?cite=139-12-030) [(4)(c)(v)](https://apps.leg.wa.gov/wac/default.aspx?cite=139-12-030)).Letter from applicant’s employing agency on department letterhead, signed by the Chief or Sheriff. |
| **Requirement 2:****Required Documents:** | Successful completion of the following training classes:* Basic Homicide Investigation
* Interviewing and Interrogation
* Law Enforcement Training and Community Safety Act (LETCSA) [Patrol Tactics 24 Hour In-Service](https://cjtc.wa.gov/training-education/patrol-tactics-24-hour-in-service)

Course completion certificates or transcripts**-OR-** |
| **If requesting a waiver for training:****Required Documents:** | Applicants with two years or more of relevant, full-time criminal investigative work experience may substitute their work experience for the Basic Homicide Investigation and/or Interviewing and Interrogation classes. Applicants are still required to successfully complete the LETCSAPatrol Tactics 24 Hour In-Service.Letter from applicant’s employing agency on department letterhead, signed by the Chief or Sheriff, attesting to work experience, number of investigations and role, and any additional training records. |
| **APPLICATION MATERIALS ATTACHED** |
| Proof of at least three years of uninterrupted experience**Date of hire:**Basic Homicide InvestigationName of company or agency that provided training: Dates of class:Credit hours: |

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| Substitute work experience (**See option below**)Interviewing and InterrogationName of company or agency that provided training: Dates of class:Credit hours:Substitute work experience (**See option below**)LETCSA Patrol Tactics 24 Hour In-Service |
| **To substitute work experience for training:**Two or more years of relevant, full time criminal investigative work experience.Name of investigative unit:Start and end dates in investigative unit:Your title in unit:Please list your main responsibilities in the unit, (e.g. recommend charges, write search warrants, conduct interviews and/or interrogations, process crime scenes, etc.):Further information may be requested if relevancy of experience is not clear. |
| **WSCJTC PROGRAM MANAGER ONLY** |
| **Proof of at least three years of uninterrupted experience:**Letter from Chief or Sheriff Other: |
| **Proof of Basic Homicide Investigation:**Course completion certificate Outline of course curriculum Chose to substitute work experience: |
| **Proof of Interviewing and Interrogation:**Course completion certificate Outline of course curriculum Chose to substitute work experience: |
| **Proof of LETCSA Patrol Tactics 24 Hour In-Service:**LETCSA Patrol Tactics 24 Hour In-Service course completion certificate |
| **Recommendation:**Award the named applicant an IIT Qualified Lead Investigator CertificateDo not award the named applicant an IIT Qualified Lead Investigator Certificate Reason for denial:Action taken to notify applicant: |
| Program Manager signature: | Date: |

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| **DIVISON Manager ONLY** |
| I agree with the above recommendation:Award IIT Qualified Lead Investigator CertificateI disagree with the above recommendation:Not awarded an IIT Qualified Lead Investigator CertificateReason for denial:Action taken to notify applicant: |
| Division Manager signature: Date: |