**BACKGROUND INVESTIGATION – NON-SWORN PERSONAL/SOCIAL REFERENCE REPORT**

Wisconsin Department of Transportation

SP4403NS 4/2022

The Division of State Patrol requests the following information regarding the applicant listed below. This information is used exclusively for the purpose of verifying information provided by the applicant, and to obtain additional job-related information on the applicant. The information provided will assist a hiring board in screening applicants to comply with Law Enforcement Standards Board regulations, LES-2, Wis. Adm. Code. DOT complies with the Americans with Disabilities Act.

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| Date (m/d/yyyy)  Click or tap to enter a date. | Investigation Number  Click or tap here to enter text. | Investigator Name  Click or tap here to enter text. | WSP Number  Click or tap here to enter text. |
| Applicant Name  Click or tap here to enter text. | | | Information Available  Yes  No |
| Reference Name and Address  Click or tap here to enter text. | | | Relationship to Applicant  Click or tap here to enter text. |

1. What is the nature and length of your acquaintance with this person?

Click or tap here to enter text.

2. Describe his/her family life/background.

Click or tap here to enter text.

3. Describe an incident where you have observed this person acting in an irresponsible manner.

Click or tap here to enter text.

4. Stress is an everyday companion. Describe an incident where you have observed this person under stress.

Click or tap here to enter text.

Do you feel this person could handle the stress of a position with the Division of State Patrol?  Yes  No

Explain. Click or tap here to enter text.

5. Describe a situation in which the applicant has displayed the inability to maintain confidentiality.

Click or tap here to enter text.

6. Have you observed any behavior that would make you question this persons? (Please give examples)

1. Moral Character: Click or tap here to enter text.
2. Honesty: Click or tap here to enter text.
3. Judgement: Click or tap here to enter text.

7. Under what circumstances and to what extent have you observed this person's current use of alcohol/drugs?

Click or tap here to enter text.

8. Is this person impulsive or do they take the time to think things through prior to acting? Please give an example.

Click or tap here to enter text.

9. Has there ever been any evidence of racially derogatory or disrespectful name calling or remarks, offensive jokes or discrimination based on sexual orientation, prejudice or bias?

Yes  No

Explain. Click or tap here to enter text.

10. Describe this person in the following areas and give examples when possible.

· Willingness to do things for others even at their own inconvenience

Click or tap here to enter text.

· Involvement in neighborhood or community affairs

Click or tap here to enter text.

· Special skills related to the position

Click or tap here to enter text.

· Driving skills/abilities including traffic violations and/or accidents

Click or tap here to enter text.

· Attitude toward law enforcement activities

Click or tap here to enter text.

11. What are this person's goals?

Click or tap here to enter text.

12. Does this person meet family and personal obligations?  Yes  No

13. If there is one thing you could change about this person, what would you change?

Click or tap here to enter text.

14. Describe the applicants outside interest:

Click or tap here to enter text.

15. How does this person react when proven wrong?

Click or tap here to enter text.

16. Please provide any additional information you believe to be pertinent to this person's application for employment.

Click or tap here to enter text.

17. In your own words tell me why or why not you believe this person should be hired.

Click or tap here to enter text.

**ADDITIONAL REFERENCES**

Please give the names and addresses of any other persons who may be able to furnish information concerning this person's character or work record.

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| --- | --- |
| Name and Address  Click or tap here to enter text. | Name and Address  Click or tap here to enter text. |