

Public Servant Questionnaire

Public Law 93-579 states in part: "The purpose of this Act is to provide certain safeguards for an individual against invasion of personal privacy by requiring Federal agencies to permit an individual to determine what records pertaining to him are collected, maintained, used or disseminated by such agencies."

The following questions are based upon that act and are necessary for this individual to make a reasonable determination concerning divulgence of information to this agency.

1. Name of public servant_____

2. Residence address_____

City:_____ State_____ Zip_____

3. Name of department of government, bureau, or agency by which public servant is employed_____

Supervisors Name_____

4. Office mailing address_____

City_____ State_____ Zip_____

5. Will public servant uphold the Constitution of the United States? Yes____ No_____

6. Did public servant furnish proof of identity? Yes_____ No_____

7. What was the nature of proof? ID No._____

Badge No._____

Driver's License No._____

8. Will public servant furnish a copy of the law or regulation which authorizes the questionshe/she will ask? Yes_____ No_____

9. Will public servant read aloud that portion of the law authorizing the questions he/she will ask? Yes_____ No_____

10. Are the citizens answers voluntary?_____ Or mandatory?_____

11. Are the questions to be asked based upon a specific law or regulation?_____, or are they being used as a discovery process?_____

12. What other uses may be made of this information?_____

13. What other agencies may have access to this information?

14. What will be the effect upon me if I should choose to not answer any part or all of these questions?

15. Name & title of person in government requesting that this investigation be made?

16. Is this investigation "general"?_____ or is it "special"?_____ (check one)

NOTE: by "general" is meant any kind of blanket investigation in which a number of person are involved because of geography, type of business, sex, religion, race, schooling, income, etc. By "special" is meant any investigation of an individual nature in which others are not involved.

17. Have you consulted, questioned, interviewed, or received information from any third party relative to this investigation? Yes_____No_____

18. If Yes, the identity of all such third parties:_____

19. Do you reasonably anticipate either a civil or criminal action to be initiated or pursued based upon any of the information which you seek? Yes_____ No_____

20. Is there a file or records, information, or correspondence relating to me being maintained by this agency? Yes_____No_____

21. Is this agency using any information pertaining to me which was supplied by another agency or government source? Yes_____No_____ If Yes, which agencies and/or

sources_____

22 Will the public servant guarantee that the information in these files will not be used by any other department other than the one by whom he/she is employed? Yes_____No_____

If any request for information relating to me is received from any person

or agency, you must advise me in writing before releasing such information. Failure to do so may subject you to possible civil or criminal action as provided by the act or other applicable statutes.

AFFIRMATION BY PUBLIC SERVANT

I swear (or affirm) that the answers I have given to the foregoing questions are complete and correct in every particular.

[Must be signed in ink (preferably blue) The signature should be witnessed by two people.

[Citizen may administer an oath if he/she desires.]

Witness_____Witness_____

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