

CSIS INDICES CHECK FORM FOR CANDIDATES FOR PUBLIC OFFICE POSITION

The Privacy Act Statement

All information provided on this form is collected by the Department of Justice Canada for the purpose of determining the suitability of candidates for certain judicial positions subject to the *Judges Act*. This information will be shared with the Canadian Security Intelligence Service (CSIS) to conduct an indices check on the candidate, pursuant to sections 13 and 15 of the *CSIS Act*. The information is collected under the authority of subsection 7(1) of the *Financial Administration Act* and the Policy on Government Security (PGS) of the Government of Canada and is protected by the provisions of the *Privacy Act* in institutions that are covered by the *Privacy Act*. A refusal to provide information will result in the candidate's ineligibility to a Judicial position. The personal information collected is described in the CSIS institution-specific Info Source chapter for Personal Information Bank CSIS PIB SIS PPU 005 (Security Assessments/Advice).

The candidate must complete all sections of this form (A to K inclusive). Please refer to the instructions provided below (pages 6 to 7) to ensure the form is completed accurately.

This form is designed to be filled out digitally to prevent delays and miscommunications. Please refrain from using handwritten entries, if possible.

Α			BIOGRAPH	ICAL INFORMATIO	N		
Title (Mr, Ms, Justice, Honourable, etc.)			Surname		Full given names (<u>underline</u> name normally used)		
Surname at birth			All other names used			Gender	
Date of birth (yyyy/mm/dd)			Place of birth (city, province/territory, and country)				
Name	e Change (other than by ma	rriage)	Date and Place of change (city, province/territory, and country)			Method (authority)	
All te	lephone numbers used (ho	me, cellp	hone, work, etc.)	All email address	ses used (personal,	work, etc.)	
В			MARITAL STATUS/C	OMMON-LAW PAR	RTNERSHIP		
CURRENT PARTNER	Status	Surname		Full given names		Surname at birth	
	Date of birth (yyyy/mm/dd)		Place of birth (city, province/territory, and		d country)	Gender	
	Date of marriage/commo (yyyy/mm/dd)	on-law pa	artnership Place of marriage/common-law and country)		e/common-law par	partnership (city, province/territory,	
	Current Address (apt – street #, street name, city, provin			territory, and cou	ntry)	Current citizenship(s)	
	Name and Address of employer (street #, street name, city, province/territory, and country)					Job title	

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Date of birth (yyyy/mm/dd)

Date of death (yyyy/mm/dd)

(if applicable)

Job title



				_					
В			MARITAL STATUS/CO	MMON-LAW PARTNERSHIP - Continued					
~	years)	Surname	Full given names	Surname at birth	Date of birth (yyyy/mm/dd) Gender				
PREVIOUS PARTNER	five [5]	Place of birth (city, pro	ovince/territory, and country)	Current citizenship(s)					
EVIOUS	(within the last five [5] years)	Date of marriage/com (yyyy/mm/dd)	mon-law partnership	Place of marriage/common-law p and country)	Place of marriage/common-law partnership (city, province/territory, and country)				
PF	(withir	Date of separation, div	vorce or death (yyyy/mm/dd)	Place of separation, divorce or death (city, province/territory, and country)					
С			IM	MEDIATE RELATIVES	+				
	Reference instructions for requirements.								
	Rel	lationship	Surname	Full given names	Surname at birth				
	Pla	ce of birth (city, provinc	ce/territory, and country)	Gender	Date of birth (yyyy/mm/dd)				
1	Cui	rrent Address (apt – stre	Date of death (yyyy/mm/dd) (if applicable)						
	Na	me and Address of emp	Job title						
	Re	Relationship Surname		Full given names	Surname at birth				
	Pla	ce of birth (city, provinc	ce/territory, and country)	Gender	Date of birth (yyyy/mm/dd)				
2	Cui	rrent Address (apt – stre	eet #, street name, city, provin	ce/territory, and country)	Date of death (yyyy/mm/dd) (if applicable)				
	Na	me and Address of emp	ity, province/territory, and country)	Job title					
	Re	lationship	Surname	Full given names	Surname at birth				

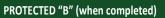
Gender

Place of birth (city, province/territory, and country)

Current Address (apt – street #, street name, city, province/territory, and country)

Name and Address of employer (street #, street name, city, province/territory, and country)

3





	Relationship	Surname	Full given names	Surname at birth	
4	Place of birth (city, provin	Date of birth (yyyy/mm/dd)			
	Current Address (apt – str	Date of death (yyyy/mm/dd) (if applicable)			
	Name and Address of em	Job title			
	Relationship	Surname	Full given names	Surname at birth	
	Place of birth (city, provin	Gender	Date of birth (yyyy/mm/dd)		
5	Current Address (apt – str	Date of death (yyyy/mm/dd) (if applicable)			
	Name and Address of em	ployer (street #, street name, ci	ty, province/territory, and country)	Job title	
	Relationship	Surname	Full given names	Surname at birth	
	Place of birth (city, provin	Date of birth (yyyy/mm/dd)			
6	Current Address (apt – str	Date of death (yyyy/mm/dd) (if applicable)			
	Name and Address of em	Job title			
	Relationship	Surname	Full given names	Surname at birth	
	Place of birth (city, provin	Date of birth (yyyy/mm/dd)			
7	Current Address (apt – str	Date of death (yyyy/mm/dd) (if applicable)			
	Name and Address of em	Job title			
	Relationship	Surname	Full given names	Surname at birth	
	Place of birth (city, provin	Date of birth (yyyy/mm/dd)			
8	Current Address (apt – str	Date of death (yyyy/mm/dd) (if applicable)			
	Name and Address of em	Job title			
	<u> </u>			1	



D					CRIMINAL CO	NVICT	TION IN AN	ID OUTSIDE OF	CANADA			
Hav	Have you ever been convicted of a criminal offence for						If yes, provide the below details (charge(s), name of police force, city,					
whi	which you have not been granted a pardon in or outside of				of	province/state, country and date of conviction):						
	ada? Yes	No	•					•			•	
Cha	rao(s)		Nome	o of no	olice force		City prov	City, province/territory, and country Date of conviction (yyyy/mn			/ hb/ coc// coc/dd	
Cna	rge(s)		IVallie	e oi po	once force		City, prov	ince/territory,	and country	Date of Conviction	n (yyyy/mm/au)	
E			, ,		BORN OUTSIDE CANADA OR HOLD DUAL CIT							
Dat	e of entry int	o Canada (yyyy	//mm/	dd)	Current citizenship(s)				-	naturalized Canad	-	
									the certific	ate number and da	ite of issue:	
_												
		citizenship of		ntry	Have you u				Canadian citizenship certificate No.			
oth	er than Cana	da? Yes N	No		Canadian o	ne?	Yes No)				
									Date of iss	ue (yyyy/mm/dd)		
-	_	ne name of the	count	ry	If yes, explain:			,,,,,				
and	indicate the	reason:										
									If you are not naturalized, have you applied			
								for Canadian citizenship? Yes No				
								Date of application (yyyy/mm/dd)				
RESIDENCE							+					
	Provide a complete address history within the last ten (10) years, starting with the current address (no gaps/overlaps)											
	TTOVIGE	a complete aat	u1 C33 11	iistoi y				or requirements.		1110 gaps/ 04	<u> </u>	
		I a				CC 11150		, requirements	· 	- / / >		
	Apt. No.	No. Street No.		Street name						From (yyyy/mm)	To Present	
											10 Present	
1	City	City Province		vince/	e/Territory Posta		al Code Country			Telephone No.		
	City Troumce,		10000									
	Apt. No.	Street No. Stree		Street	t name					From (yyyy/mm)	To (yyyy/mm)	
2	C't-	City Province/			<u> </u>			C		Talambana Na		
	City				/Territory Posta		ai Code	Country		Telephone No.		
	Apt. No. Street No. St		Street name					From (yyyy/mm)	To (yyyy/mm)			
									(11111)	(////		
3												
•	City Province/		vince/	/Territory Posta		al Code	Country		Telephone No.			
	i			1								



G			EMI	PLOYMENT			+
	Provide a complete emp	loymen	t history <u>within the</u> <u>last ter</u> - Reference instruct		_	ent employment <u>(n</u>	o gaps)
1	Name of employer (departr	From (yyyy/mm)	To Present				
	Job site address (street #, st	Job title					
	Supervisor's name in full	Supervisor's phone number					
	Name of employer (departr	From (yyyy/mm)	To (yyyy/mm)				
2	Job site address (street #, st	/)	Job title				
	Supervisor's name in full		Supervisor's phone number				
	Name of employer (departr		From (yyyy/mm)	To (yyyy/mm)			
3	Job site address (street #, st	/)	Job title				
	Supervisor's name in full		Supervisor's phone number				
Н			FOREIGN	I EMPLOYME	NT		
	you currently, or have you e	ver bee			ide the below details	(iob site address, o	rganization.
	consultant for a foreign gov			nature of w	ork and dates [from – ement and security in	to]), include milita	ary (cadets),
Job	site address	Organi	zation	Nature of work			o) (yyyy/mm)
						-	
ı			<u> </u>	TRAVEL			
	List countries vi	sited wi	thin the last five (5) years for (excluding Canada,			ernment business	
	Country		Purpose		From (yyyy/mm) То (yyyy/mm)
J			FORE	IGN ASSETS			
	you have any business, finan ada? (exclude stocks and mu No			If yes, list th	ne relevant countries	:	



CENTIFICA	ATION AND CONSENT
background checks are required by the Department of Justice Cano of the information I have provided by the Canadian Security Intellige	true and correct to the best of my knowledge and belief. I understand that ada to determine my suitability for public office, and I consent to the use ence Service (CSIS) to conduct an indices check on me, pursuant to sections on me provided by CSIS to the Department of Justice Canada will be held intment process in accordance with the act.
Signature	Date

INSTRUCTIONS

Please read and follow these instructions carefully, ensuring all sections are accurately completed.

General

- Do not use any initials or acronyms throughout the form.
- If any information is unknown or unavailable, please indicate this on the form.
- All dates are to be entered in the format YEAR, MONTH, and DAY (yyyy/mm/dd).
- If space allotted in any section is insufficient, use a separate sheet and follow the same format as the form.
- If clarification of information is required, a Personnel Security Official may contact the candidate to obtain additional information to complete the background check.

Section A to C and F to G

- If space allotted in Section C, F and G in insufficient, click the "+" icon in the corresponding section to generate an additional sheet.
- For rural addresses, include the civic number or lot, concession, and township number. A P.O. Box will not be accepted.
- Provide all names as they appear on legal identification documents, including but not limited to:
 - o Surnames given names maiden name married name middle names any official name changes.
- Additional employment status types:
 - o Retired/Unemployed: If retired or unemployed, indicate this in the "Employer" and "Job Title" fields. No business address is required.
 - Educational Institution: If attending an educational institution, provide the name and full address, and list "Student" as the job title.
 - Self Employment: An address must be included, whether the self-employment occurs from home or an office. Include the business name and occupation.
 - o Telework: In cases of working remotely, indicate this and provide the employer's primary business address.

Section A

Name Change: Provide name change certificate.

Section B

- Status:
 - Single: If you are single, you are not required to complete this section, unless the below "Previous partner" requirement applies.
 - Common-law partner: In relation to an application, refers to a person who is cohabiting with the individual in a conjugal relationship.
- Current partner:
 - Complete the section as requested.
- Previous partner:
 - o Include a previous spouse or common-law partner if the relationship ended within the past five (5) years.
 - If the previous partner is deceased, indicate the date of death.

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Section C

- Information on all immediate relatives must be provided. Incomplete answers in this section are the most common cause of delay.
 Please follow the below instructions carefully.
- Immediate relatives include all biological, half, step, and adopted family members, such as:
 - o Children aged eighteen (18) and over with whom you or your spouse/common-law partner have a parental relationship.
 - o Father, mother, sister(s), and brother(s).
 - o Father and mother of your current spouse or common-law partner.
- If any person is deceased, indicate the date of death.
- Provide the current residential address for all immediate relatives.
- In cases of estrangement from an immediate relative, please provide as much information as possible about the relative (e.g., name, relationship, date and location of birth). If further details are unobtainable, indicate "unknown estranged".

Section D

 Provide details of all criminal charges and convictions for which a pardon has not been granted, including those that occurred outside Canada.

Section E

Complete the section as requested, if applicable.

Section F

- List the current residential address first.
- A postal code is mandatory for all residential addresses, where applicable.
- Provide a telephone number associated with your current address (a mobile number is acceptable if you do not have a landline).
- Ensure that the address history covers the last ten (10) years, without gaps or overlaps.
- Out of Country: If you resided outside of Canada for more than six (6) consecutive months, within the last ten (10) years, a Certificate of Good Conduct and Out of Country Questionnaire will be requested, as per the Standard on Security Screening.

Section G

- List the current employment first.
- Ensure that the employment history is within the last ten (10) years, without gaps.

Section H

Complete the section as requested, if applicable.

Section I

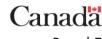
- Ensure that travel history covers the last five (5) years.
- One-day visits to countries, such stopovers, do not need to be recorded.
- Employees or contractors on Canadian Government business are not required to record travel details in this section.

Section J

Complete the section as requested, if applicable.

Section K

- Please read carefully and ensure that you provide a legible signature and date.
- Digital signatures are accepted.



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