

## Mandatory Criminal Records Review

Dear Volunteer Coach,

You are probably aware that in the past Cranbrook Minor Hockey Association (CMHA) has always requested that all volunteer coaches submit to a criminal records check. This year it will be mandatory.

### **Required information:**

It is mandatory for all volunteer coaches for CMHA to submit an application for a criminal record review. Failure to do so will result in coaching privileges revoked.

This has to be done before the season begins. Please be aware that the process can take as long as 4 to 6 weeks and it must be completed by November 15.

The process has been streamlined and is accessible **free of charge** via Ministry of Justice website:

<https://justice.gov.bc.ca/criminalrecordcheck>

Access Code: GP3KRNPES

### **Additional information:**

Once your application has been completed and submitted on line it is reviewed at the Ministry of Justice and you will receive notice a) that you have been cleared and that CMHA has been notified OR b) of a request for a follow up on your application at the local RCMP detachment.

For more information on the Criminal Records Review program please follow this link:

<http://www.pssg.gov.bc.ca/criminal-records-review/index.htm>