



EXPLOSIVE HANDLER CERTIFICATE OF FITNESS APPLICATION

**Alaska Department of Labor and Workforce Development
Mechanical Inspection**

**1251 Muldoon Road, Suite 113
Anchorage, Alaska 99504
(907) 269-4929**

APPLICANT INFORMATION (PLEASE PRINT)

Certificate of Fitness Number (if applying for renewal)	Email Address (required)	
Name (Last, First, MI)	Phone Number	Social Security Number
Address	Date of Birth (mm/dd/yy)	Drivers License Number
City /State/Zip	Weight (lbs)	Height (feet, inches)

FEES

Explosive Handler - Background Check	\$47.00	Include one fingerprint card (due after background check is completed)
Explosive Handler - Licensing Fee	\$150.00	
Explosive Handler - Duplicate License	\$25.00	

CERTIFICATION

Please check the boxes to verify each statement:

- I am over twenty-one years of age;
- I am not under indictment for, and have not been convicted of, any of the following crimes:
 - a misdemeanor, including an attempted misdemeanor, under AS 11.41 (Offenses Against the Person), or an offense under a law or ordinance of another jurisdiction having elements similar to that offense;
 - a misdemeanor, including an attempted misdemeanor, under AS 11.46 (Offenses Against Property), or an offense under a law or ordinance of another jurisdiction having elements similar to that offense;
 - a misdemeanor involving domestic violence; in this subparagraph, "misdemeanor involving domestic violence" means a misdemeanor within the meaning of "crime involving domestic violence" in AS 18.66.990;
- I have never had an explosive handler license or permit revoked in any jurisdiction
- I have never been convicted in any court of a crime punishable by imprisonment for a term exceeding one year;
- I am not under indictment for a crime punishable by imprisonment for a term exceeding one year;
- I am not a fugitive from justice;
- I am not an unlawful user of or addicted to any controlled substance (as defined in section 102 of the Controlled Substances Act (21 U.S.C. 802));
- I do not have a physical disability that could affect my safe handling and use of explosives
- I have not been adjudicated a mental defective nor have I been committed to a mental institution
- I am a United States Citizen (not an alien - see page 2 for additional exemptions)

****If you did not check a box above, please attach an explanation on a separate sheet.***

- I consent to submitting my fingerprints to this agency for a national and/or state criminal history record check to assist this agency in determining my suitability for approval/renewal of an Explosive Handler's Certificate of Fitness.
- I understand this agency has the right to receive national and/or state criminal history records under AS 08.52.035 for the purpose of approval/renewal of an Explosive Handler's Certificate of Fitness.
- I understand the criminal history information received by this agency from my fingerprint submission will only be used for the official purpose for which it was requested, and will not be retained or disseminated in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.
- I understand that if I have a criminal history record, the officials deciding on my suitability for the approval/renewal of an Explosive Handler's Certificate of Fitness will give me an opportunity to complete or challenge the accuracy of the information in the record.
- I understand that if I have a criminal history record, I will be given 30 days to challenge the information contained in the criminal history (or decline to do so) per 8 AAC 62.065 before a final determination on my suitability for approval/renewal of an Explosive Handler's Certificate of Fitness has been made.
- I understand in order to challenge the accuracy of the criminal history record, I must contact the agency which submitted the information, as directed under 28 CFR 16.30 through 16.34 and Alaska Regulation 13 AAC 68.300.

I certify under penalty of perjury that the information on this application is true and correct.

Applicant Signature _____
Date _____

This space reserved for notarial stamp

Signed and sworn before me
on the ____ day
of _____, ____
Notary Public

My commission expires

- APPROVED DENIED
 INCOMPLETE PENDING

Office Staff _____ Date _____



EXPLOSIVE HANDLER CERTIFICATE OF FITNESS APPLICATION

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ADDITIONAL INFORMATION (PAGE 2)

PLEASE NOTE:

INITIAL license applicants must provide:

- Page 1 of this application completed and signed.
- Fingerprint card and background check fee OR Current federal clearance letter (within 18 months).
- Provide proof of completion of a 32 hour training course that satisfies the requirements of 8 AAC 62.059.
- Provide a completed Experience Verification (page 3 of this document) certifying at least six months experience working in the State of Alaska while assisting a licensed Explosive Handler as a Chucktender, Driller, or Powder Handler's Helper.
MILITARY ORDINANCE WORK DOES NOT QUALIFY AS EXPERIENCE.
- Pass the State of Alaska exam with a score of 75 percent or better.

RENEWAL license applicants must provide:

- Page 1 of this application completed and signed.
- Fingerprint card and background check fee OR Current federal clearance letter (within 18 months).
- Provide proof of an 8 hour refresher course that satisfies the requirements of 8 AAC 62.059.

Applying for an Explosive Handler Certificate of Fitness will require a State and FBI Background check. Your fingerprint card and the fee of \$47.00 will be submitted to State of Alaska Department of Public Safety and to the FBI for processing. The results will be used to determine your eligibility and will be held and then destroyed in compliance with applicable Federal and State Law. To challenge the accuracy of the information contained in the FBI Identification Record see Title 28, C.F.R., 16.34. In the event an unfavorable report is returned you will be notified in writing and given 30 days to submit an appeal per 8 AAC 62.065.

In place of the background check, you may provide original documentation issued by the United States Bureau of Alcohol, Tobacco, Firearms and Explosives (USATFE) showing your successful background check conducted within the previous 18 months for the purposes of obtaining a federal license for the transportation, shipping, receiving, or possession of explosive materials.

FELONY CONVICTIONS: Federal Regulations [G Chapter 40 section 842 (I) (1)] prohibits anyone who is under indictment, or has been convicted of a felony from receiving, obtaining, or using explosives. If you have been convicted of a felony read the following information. The Alaska Department of Labor will process your application for an Explosive Handler's Certificate of Fitness when you show proof you have been granted relief from disability by the Bureau of Alcohol, Tobacco and Firearms. {18 USC 845(b)} You may apply for relief from disability at the US Treasury Department, 222 W 7th Ave. Box 39, Anchorage, Alaska 99513.

If you are not a US citizen, please provide information on an additional sheet that explains your exemption below per 18 U.S. Code § 842 - Unlawful acts:

I am not an alien, other than an alien who—

- (A) is lawfully admitted for permanent residence (as defined in section 101(a)(20) of the Immigration and Nationality Act);
- (B) is in lawful nonimmigrant status, is a refugee admitted under section 207 of the Immigration and Nationality Act (8 U.S.C. 1157), or is in asylum status under section 208 of the Immigration and Nationality Act (8 U.S.C. 1158), and—
 - (i) is a foreign law enforcement officer of a friendly foreign government, as determined by the Secretary in consultation with the Secretary of State, entering the United States on official law enforcement business, and the shipping, transporting, possession, or receipt of explosive materials is in furtherance of this official law enforcement business;
 - or
 - (ii) is a person having the power to direct or cause the direction of the management and policies of a corporation, partnership, or association licensed pursuant to section 843(a), and the shipping, transporting, possession, or receipt of explosive materials is in furtherance of such power.



EXPLOSIVE HANDLER VERIFICATION OF EXPERIENCE FOR INITIAL APPLICATION
 Alaska Department of Labor & Workforce Development
 Mechanical Inspection
 1251 Muldoon Rd., Suite 113
 Anchorage, Alaska 99504
 (907) 269-4929

VERIFIER / APPLICANT INFORMATION

Employer (Name of Company)	For: (Applicant) Last, First, MI
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Notarized verification of qualifications is required for licensing with the State of Alaska. Your prompt return of this **original** form to the applicant, filled out as completely as possible with notary completed, will expedite the disposition of his or her application and will be appreciated. Thank you for your assistance.

APPLICANT'S EXPERIENCE

Chucktender		
Years	Months	Comments
Powderman's Helper		
Years	Months	Comments
Driller		
Years	Months	Comments

Are you aware of any physical or mental restrictions that, in your opinion, could affect the applicant's safe handling and use of explosives? Yes No

VERIFICATION

SELF-VERIFICATION IS NOT ACCEPTABLE

I certify I have personally known the applicant from _____ to _____ and have direct knowledge the applicant was employed in the following capacity: _____

The verifier must complete the bottom of the verification form detailing the applicant's number of months/years performed in the category applicant is applying for.

I certify that the foregoing statements are true and correct.

Signature of Employer _____ Print Name _____
 Address _____ City/State _____
 Zip _____ Phone _____ AK COF # _____

NOTARY PUBLIC

Signed and sworn before me this _____ day of _____
 Notary Public _____
 My Commission Expires _____

This space reserved for Notarial stamp

NONCRIMINAL JUSTICE APPLICANT'S PRIVACY RIGHTS

As an applicant who is the subject of a national fingerprint-based criminal history record check for a noncriminal justice purpose (such as an application for employment or a license, an immigration or naturalization matter, security clearance, or adoption), you have certain rights which are discussed below. All notices must be provided to you in writing.¹ These obligations are pursuant to the Privacy Act of 1974, Title 5, United States Code (U.S.C.) Section 552a, and Title 28 Code of Federal Regulations (CFR), 50.12, among other authorities.

- You must be provided an adequate written FBI Privacy Act Statement (dated 2013 or later) when you submit your fingerprints and associated personal information. This Privacy Act Statement must explain the authority for collecting your fingerprints and associated information and whether your fingerprints and associated information will be searched, shared, or retained.²
- You must be advised in writing of the procedures for obtaining a change, correction, or update of your FBI criminal history record as set forth at 28 CFR 16.34.
- You must be provided the opportunity to complete or challenge the accuracy of the information in your FBI criminal history record (if you have such a record).
- If you have a criminal history record, you should be afforded a reasonable amount of time to correct or complete the record (or decline to do so) before the officials deny you the employment, license, or other benefit based on information in the FBI criminal history record.
- If agency policy permits, the officials may provide you with a copy of your FBI criminal history record for review and possible challenge. If agency policy does not permit it to provide you a copy of the record, you may obtain a copy of the record by submitting fingerprints and a fee to the FBI. Information regarding this process may be obtained at <https://www.fbi.gov/services/cjis/identity-history-summary-checks> and <https://www.edo.cjis.gov>.
- If you decide to challenge the accuracy or completeness of your FBI criminal history record, you should send your challenge to the agency that contributed the questioned information to the FBI. Alternatively, you may send your challenge directly to the FBI by submitting a request via <https://www.edo.cjis.gov>. The FBI will then forward your challenge to the agency that contributed the questioned information and request the agency to verify or correct the challenged entry. Upon receipt of an official communication from that agency, the FBI will make any necessary changes/corrections to your record in accordance with the information supplied by that agency. (See 28 CFR 16.30 through 16.34.)
- You have the right to expect that officials receiving the results of the criminal history record check will use it only for authorized purposes and will not retain or disseminate it in violation of federal statute, regulation or executive order, or rule, procedure or standard established by the National Crime Prevention and Privacy Compact Council.³

¹ Written notification includes electronic notification, but excludes oral notification.

² <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

³ See 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (formerly cited as 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d) and 906.2(d).

DERECHOS DE PRIVACIDAD DE SOLICITANTES - JUSTICIA, NO CRIMINAL

Como solicitante sujeto a una indagación nacional de antecedentes criminales basado en huellas dactilares, para un propósito no criminal (tal como una solicitud para empleo o una licencia, un propósito de inmigración o naturalización, autorización de seguridad, o adopción), usted tiene ciertos derechos que se entablan a continuación. Toda notificación se le debe proveer por escrito.¹ Estas obligaciones son de acuerdo al Privacy Act of 1974, Title 5, United States Code (U.S.C.) Section 552a, y Title 28 Code of Federal Regulations (CFR), 50.12, entre otras autorizaciones.

- Se le debe proveer una Declaración de la Ley de Privacidad del FBI (con fecha de 2013 o más reciente) por escrito cuando presente sus huellas digitales e información personal relacionada. La Declaración de la Ley de Privacidad debe explicar la autorización para tomar sus huellas digitales e información relacionada y si se investigarán, compartirán, o retendrán sus huellas digitales e información relacionada.²
- Se le debe notificar por escrito el proceso para obtener un cambio, corrección, o actualización de su historial criminal del FBI según delineado en el 28 CFR 16.34.
- Se le tiene que proveer una oportunidad de completar o disputar la exactitud de la información contenida en su historial criminal del FBI (si tiene dicho historial).
- Si tiene un historial criminal, se le debe dar un tiempo razonable para corregir o completar el historial (o para rechazar hacerlo) antes de que los funcionarios le nieguen el empleo, licencia, u otro beneficio basado en la información contenida en su historial criminal del FBI.
- Si lo permite la política de la agencia, el funcionario le podría otorgar una copia de su historial criminal del FBI para repasarlo y posiblemente cuestionarlo. Si la política de la agencia no permite que se le provea una copia del historial, usted puede obtener una copia del historial presentando sus huellas digitales y una tarifa al FBI. Puede obtener información referente a este proceso en <https://www.fbi.gov/services/cjis/identity-history-summary-checks> y <https://www.edo.cjis.gov>.
- Si decide cuestionar la veracidad o totalidad de su historial criminal del FBI, deberá presentar sus preguntas a la agencia que contribuyó la información cuestionada al FBI. Alternativamente, puede enviar sus preguntas directamente al FBI presentando un petición por medio de <https://www.edo.cjis.gov>. El FBI luego enviará su petición a la agencia que contribuyó la información cuestionada, y solicitará que la agencia verifique o corrija la información cuestionada. Al recibir un comunicado oficial de esa agencia, el FBI hará cualquier cambio/corrección necesaria a su historial de acuerdo con la información proveída por la agencia. (Vea 28 CFR 16.30 al 16.34.)
- Usted tiene el derecho de esperar que los funcionarios que reciban los resultados de la investigación de su historial criminal lo usarán para los propósitos autorizados y que no los retendrán o diseminarán en violación a los estatutos, normas u órdenes ejecutivos federales, o reglas, procedimientos o normas establecidas por el National Crime Prevention and Privacy Compact Council.³

¹ La notificación por escrito incluye la notificación electrónica, pero excluye la notificación verbal.

² <https://www.fbi.gov/services/cjis/compact-council/privacy-act-statement>

³ Vea 5 U.S.C. 552a(b); 28 U.S.C. 534(b); 34 U.S.C. § 40316 (anteriormente citada como 42 U.S.C. § 14616), Article IV(c); 28 CFR 20.21(c), 20.33(d) y 906.2(d).

Privacy Act Statement

This privacy act statement is located on the back of the [FD-258 fingerprint card](#).

Authority: The FBI's acquisition, preservation, and exchange of fingerprints and associated information is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application.

Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI.

Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.

As of 03/30/2018