

Form HO-102
Humane Officer
Continuing Education Certificate of Compliance

Date _____

Humane Officer name _____ Level 1 2

Name of organization _____

Mailing address _____

City _____ State _____ Zip _____

Phone _____ Ext. _____ Fax _____

E-mail _____

Name of Attorney/Law Firm (if applicable) _____

Attorney mailing address _____

Attorney Phone _____ Ext. _____ Fax _____

I have completed 40 hours of continuing education and training relating to the powers and duties of a humane officer sponsored or provided by an accredited postsecondary institution, law enforcement agency, or the State Humane Association of California. Yes No

Date of training _____ Training provider _____

Brief description of training _____

Date of training _____ Training provider _____

Brief description of training _____

Attach an additional sheet if more space is needed to document training.

You must also attach the following:

Documentation establishing that the society has a written agreement with another entity, such as a public or private animal shelter or licensed veterinary clinic, that (i) provides for the humane care and treatment of any animals seized by the society, (ii) is capable of preserving evidence that may be used to prosecute an animal cruelty case, and (iii) is compliant with all applicable federal, state, and local laws, including licensing laws. Alternatively, you may provide documentation that the society is operating its own animal shelter that meets the requirements of clauses (i), (ii), and (iii).

I declare under penalty of perjury under the laws of the State of California that the statements above are true and correct.

Signature _____ Date _____

CERTIFICATE SUBMISSION PROCESS

This form and all required documentation must be submitted to the Department of Justice no later than 21 days after the expiration of each three-year period. Failure to file the certificate of compliance with the Department of Justice no later than 21 days after the expiration of a three-year period shall result in immediate revocation of the appointment.

Mail or email this form and all required documentation to:

California Department of Justice
P.O. Box 160207
Sacramento, CA 95816-0207
Attn: Humane Officers Compliance

EMAIL: cahumaneofficers@doj.ca.gov

You must also send a copy of this form and all required documentation to each of the following organizations:

1. Superior Court in the county in which the principal office of the appointing society is located.
2. The police department having jurisdiction in the city in which the principal office of the appointing society is located.
3. The sheriff's department having jurisdiction in the county in which the principal office of the appointing society is located.

4. Department of the California Highway Patrol:

California Highway Patrol
Field Support Section
601 North 7th Street
Sacramento, CA 95811

5. California Animal Welfare Association:

PO Box 249
Penn Valley, CA 95946
Fax Number: 510-525-2772
Preferred Method - Email: info@calanimals.org