

Renewal Instructions for Posts

On June 2, 2008, John Anthony, the director of Learning for Life, sent a letter to Exploring post volunteers who have never been submitted for a criminal background check. The volunteers were asked to log on to the CBC Web site (www.lflcbc.org) by August 1, 2008, and complete the authorization process.

The registration for those post volunteers who do not authorize a criminal background check or do not go to the Web site and complete the authorization process will naturally expire. These volunteers will not appear on your post's renewal roster.

To renew their Learning for Life registration, these volunteers must complete the new Exploring adult form. The form is considered completed only if both the participation form and the authorization and disclosure statement are signed. Additionally, the volunteers must include their Social Security number.

Note: Social Security numbers are not required for employees of governmental agencies if criminal background checks were previously conducted as a condition of employment. To request this exemption, the post must complete form 28-573, and the council must use the process to record that form 28-573 is on file and that a criminal background check has been performed on these leaders by the participating organization. Form 28-573 should be completed and returned with the renewal roster.