

**Hillsborough County Civil Service Office  
Employee Statement of Qualification for Exemption from  
Florida Public Records Law for Limited Information**

**INSTRUCTIONS:** Florida Law (fs 119.071) defines classes of employees who qualify for non-disclosure of limited information in response to a request to view or copy a public record related to such persons. The specific types of information that must be protected vary by the covered class.

This form is used by an employee to notify the Hillsborough County Civil Service Office that the employee qualifies for limited public record exemptions. It must be completed by all newly appointed Hillsborough County Classified Employees. It may also be used in response to changes in an employee's relevant life circumstances.

Please put an "X" in the box to the left of **ALL** job descriptions that either (A) Describe a job you are/were employed in and/or (B) Describe a job of someone for whom you are the spouse or a child. If none of the job descriptions or columns fit your life circumstances, check Line C near the end of this form.

Finally, print your name and agency/department at the end of this form and sign and date it.

**Place an "X" in all boxes that accurately describe your life circumstances:**

**A = ACTIVE OR FORMER employee in this type of job.**

**B = SPOUSE OR CHILD of an Active or Former employee in this type of job.**



A	B	Job Description
		Law Enforcement Official (Includes Detention Deputy and Probation Officer). <b>(LE)</b>
		Firefighter certified in compliance with fs 633.35 (includes all higher certified Fire Job Classes). <b>(FC)</b>
		Justice of the Supreme Court; Judge of District Court of Appeal, Circuit Court Judge. <b>(JC)</b>
		State Attorney, Assistant State Attorney, Statewide Prosecutor, Assistant Statewide Prosecutor. <b>(SA)</b>
		Dept of Children & Family Services personnel whose duties include the investigation of potentially criminal activities. <b>(DC)</b>
		Dept of Health personnel whose duties include the investigation of potentially criminal activities. <b>(DH)</b>
		Department of Revenue or local government personnel whose duties include revenue collection and enforcement or child support enforcement. <b>(RC)</b>
		Code Enforcement Officer or Code Inspector whose duties include both inspection or investigation of a situation or premises and the authority to initiate a legal process (either administrative or judicial) which may have resulted in the imposition of penalties or the revocation of a privilege. <b>(CE)</b>
		State or local government at the Asst Mgr level or higher personnel whose duties include hiring and firing employees, labor contract negotiations, administration, or other personnel-related duties. <b>(HR)</b>
		Volunteer in the Guardian Ad Litem Program or an Attorney working (paid or not) on behalf of the Program. <b>(GA)</b>
		Department of Juvenile Justice personnel whose responsibilities included working with children up to 18 years of age. <b>(JJ)</b>

**C) My life circumstances DO NOT FIT ANY of the above categories.**

**By my signature, I attest that the above information is true and correct to the best of my knowledge.**

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Civil Service EE # (only needed if this a change)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency/Department (please print)