3-09/320.25 - Duration of Confidentiality

With the exception of employees assigned to sensitive positions, a qualifying employee's home address shall be withheld from public inspection for the duration of the employee's tenure in their position. Sensitive position eligible employees shall receive confidentiality in three-year increments. Deputy sheriffs and level I reserve deputy sheriffs who retire from the Department are eligible for confidentiality during retirement.

Confidentiality for professional staff in a "sensitive position" will remain in effect for three years from the certification date. To ensure continuity of confidentiality, it is the employee's responsibility to submit a new INV 32 to Personnel Administration's Personnel Operations Unit at least four months prior to the three-year expiration date.

> **NOTE:** DMV may require Department employees to demonstrate continued eligibility for confidentiality upon renewal of a driver license or identification card. Retired peace officers are exempted.