

**AFFIDAVIT OF SEPARATION**

Incorporated by Reference in Rules  
11B-20.001(3)(a)5.a., and 11B-27.002(3)(a)15., F.A.C.



1. Last Four Digits of Social Security Number: <span style="background-color: black; color: black;">[REDACTED]</span>	<b>Employment Class</b> <input checked="" type="checkbox"/> Law Enforcement <input type="checkbox"/> Correctional <input type="checkbox"/> Correctional Probation <input type="checkbox"/> Concurrent <input type="checkbox"/> Special Elected or Appointed <input type="checkbox"/> Instructor <b>Employment Type</b> <input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Auxiliary
2. Name: <u>Smith Michelle C</u> Last First MI	
3. Agency Name: <u>Daytona Beach Police Department</u>	
4. Agency ORI: <u>FL0640100</u>	
5. Date employed: <u>9/21/2014</u> 6. Separation Date: <u>11/18/2016</u>	

**7. Separation Reasons**

<b>7A. ADMINISTRATIVE - ROUTINE</b> <input type="checkbox"/> Voluntary separation not involving misconduct <input type="checkbox"/> Transfer within agency. No break in service <input type="checkbox"/> Retired. Not involving misconduct <input type="checkbox"/> Deceased <input type="checkbox"/> Budgetary Constraints. Local and Federal grants not renewed. <input type="checkbox"/> Extended leave of absence Type: _____ Periods of Time: _____ <input type="checkbox"/> Military leave of absence Periods of Time: _____ <input type="checkbox"/> Suspension Periods of Time: _____ <input type="checkbox"/> Administrative separation not involving misconduct. <input type="checkbox"/> Special elected or appointed Position: _____ Anticipated term: _____ <input type="checkbox"/> Instructor request for change of affiliation <b>7B. ADMINISTRATIVE - NON-ROUTINE</b> <input type="checkbox"/> Failure to complete basic recruit training <input type="checkbox"/> Failure to pass the State Officer Certification Examination	<b>7C. ADMINISTRATIVE - SUBSTANDARD PERFORMANCE</b> <input type="checkbox"/> Failure to satisfactorily complete agency field training program (training performance issues) <input type="checkbox"/> Failure to perform assigned tasks satisfactorily <b>7D. OTHER - EXAMPLE</b> <input type="checkbox"/> Excessive absenteeism; failure to report for duty and sleeping on duty, and etc. <b>7E. UNFAVORABLE - MISCONDUCT</b> <input type="checkbox"/> Voluntary separation or retirement while being investigated for violation of agency or training school policy not involving a moral character violation defined in Rule 11B-27.0011, F.A.C. <input type="checkbox"/> Voluntary separation or retirement in lieu of termination for violation of agency or training school policy not involving a moral character violation defined in Rule 11B-27.0011, F.A.C. <input type="checkbox"/> Terminated for violation of agency or training school policy (Not involving a moral character violation defined in Rule 11B-27.0011, F.A.C.) <b>NOTE: The agency administrator or designee shall provide written documentation of the internal or criminal investigation upon request by Commission staff.</b>	<b>7F. Form CJSTC-61A must be completed and submitted with form CJSTC-61 for any of the following:</b> <input checked="" type="checkbox"/> Voluntary separation or retirement while being investigated for violation of Section 943.13(4), F.S., or violation of moral character standards defined in Rule 11B-27.0011, F.A.C. <input type="checkbox"/> Voluntary separation or retirement in lieu of termination for violation of Section 943.13(4), F.S., or violation of moral character standards defined in Rule 11B-27.0011, F.A.C. <input type="checkbox"/> Terminated for violation of Section 943.13(4), F.S., or violation of moral character standards as defined by Rule 11B-27.0011, F.A.C. <b>NOTE: The agency administrator or designee shall provide written documentation of the internal or criminal investigation upon request by Commission staff.</b>
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**NOTICE:** Section 943.139(2), F.S., requires the execution of an Affidavit of Separation by the employing agency in a case of officer separation. If the officer is separated, whether voluntary or involuntarily, for failure to comply with provisions of Section 943.13, F.S., the agency is required to so specify when completing the Affidavit of Separation Supplement form CJSTC-61A. **WARNING:** Intentional false execution of this Affidavit of Separation constitutes a misdemeanor of the second degree.

8. Agency Administrator or Designee's Signature <u>[Signature]</u>	9. Agency Administrator or Designee's Printed Name <u>T. McBride</u>	10. Date <u>11/23/16</u>
11. Agency Administrator or Designee's Title <u>Sergeant</u>		

**12. OATH**

Pursuant to Section 117.05(13)(a), Florida Statutes

STATE OF FLORIDA, COUNTY OF Volusia  
 Sworn to (or affirmed) and subscribed before me this 23 day of November, year 2016  
 By Todd McBride  
[Signature]  
 Signature of Notary Public - State of Florida

NOTARY PUBLIC  
 JOANNE CAVALLARI  
 MY COMMISSION # FF097947  
 EXPIRES: July 1, 2018  
 Type of Identification Produced: Produced  
 Bonded Thru Budget Notary Services

Personally Known  OR Produced Identification