



University of Texas System Police

DP 35: Personnel Action

License Holder Name		PID	
New/Forwarding Address			
City, State, Zip		Institution	
Date of Action/ Date of Separation		Date Form Completed	

	Transfer to Another Component (Policy 403) ¹		Resignation ³		Military Leave
	Internal Affairs Related ²		Retirement ³		Name Change
	Suspension w/o Pay ²		Death		Return to Duty
	Demotion (Vol. Invol.) ²		Suspension with Pay		Promotion
	Termination ³		Extended Leave/FMLA		Other

Action Summary

¹ Complete ODOP Form DP-35A	³ Enclose Notice of Termination or Letter of Resignation Destroy UTSP ID Card
² If any item related to allegation of misconduct, complete ODOP DP-44.	

Chief of Police Signature	
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Allegation of Misconduct (ODOP Policy 208): Violation of federal, state, local laws; use of excessive force, untruthfulness (including false, untrue, or misleading statements, either by overt means or by omission), unlawful search, unlawful arrest, civil rights violations, racially motivated police actions, discrimination, sexual harassment, or any conduct that seriously degrades the integrity or good order of the department.