**Section 1240.540 Reporting Requirements**

a) All licensees and registrants shall notify the Division in writing within 30 days after any convictions, arrests, felony information, and/or indictments against him or her and shall provide a copy of that notification to his or her current employer, if any.

b) All agencies shall submit a monthly roster of employees with PERC applications pending with the Division.

c) All agencies shall submit a weapons discharge report, on forms provided by the Division, along with the police report of the incident, within 30 days after the incident.

(Source: Amended at 36 Ill. Reg. 9938, effective July 13, 2012)