



Bureau of Justice Statistics U.S. Department of Justice

2007 Survey of State and Local Law Enforcement Agencies

Instructions for completing this survey:

- Please retain a copy of the completed survey for your records.
- Use "DK" (don't know) if the answer to a question is not available or is unknown.
- Use "NA" (not applicable) if the answer to a question is not applicable.
- When exact numeric answers are not available, please provide estimates and mark with an asterisk(*).
- Please do not leave any items blank.
- **Please provide information for the individual completing this form so that we may contact them if we need to ask follow-up questions about the survey responses:**

NAME: _____ TELEPHONE: _____

TITLE: _____ FAX: _____

AGENCY: _____ E-MAIL: _____

Why is BJS conducting this survey?

Every 3 to 4 years, as part of its Law Enforcement Management and Administrative Statistics (LEMAS) program, the Bureau of Justice Statistics sends a survey questionnaire to about 3,000 State and local law enforcement agencies across the country. The data we collect are used to generate national statistics describing law enforcement personnel, equipment, policies and procedures.

This survey is presently the only source of detailed national statistics about law enforcement agency operations. These statistics are used by police chiefs, sheriffs, legislators, planners, researchers, and others to identify resource needs, trends, and priorities in law enforcement. Individual agencies can compare themselves to the national figures and trends.

What do I need to do?

Complete the survey online if possible. Just go to the following web address for further detail: [enter web location here]

If it is more convenient for you, return it by fax (202-555-5555) or by mail to:
[enter mailing address here]

**Please respond
by July 30, 2007**

What if I have questions?

Contact Brian Reaves of the U.S. Department of Justice, Bureau of Justice Statistics, at (202) 616-3287 or brian.reaves@usdoj.gov.

Burden Statement

Federal agencies may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a currently valid OMB Control number. Public reporting burden for this collection of information is estimated to average three hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and

reviewing the collection of information. Send comments regarding this burden estimate, or any other aspects of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh St NW, Washington, DC 20531.

SECTION 1 – DESCRIPTIVE INFORMATION

1. How many AUTHORIZED full-time paid agency positions and ACTUAL full-time and part-time paid agency employees did your agency have as of June 30, 2007? Full-time employees are those regularly scheduled for 35 or more hours per week. If none, enter '0.'

	AUTHORIZED full-time paid positions	ACTUAL paid agency employees	
		Full-time	Part-time
a. Sworn personnel with general arrest powers.....			
b. Officers without general arrest powers (e.g., jail or court officers in some agencies).....			
c. Nonsworn employees.....			
d. TOTAL (sum of lines 'a' through 'c')...			

2. Of the total actual FULL-TIME sworn personnel with general arrest powers (as entered in 1a), how many are: Personnel may be counted more than once. If none, enter '0.'

	Full-time sworn
a. Uniformed officers with REGULARLY ASSIGNED DUTIES that include responding to calls for service.....	
b. School Resource Officers, School Liaison Officers, or other personnel whose primary duties are related to school safety.....	

3. Of the total FULL-TIME sworn personnel with general arrest powers (as entered in 1a), how many perform the following duties as their PRIMARY job responsibility? Count each officer only once. If none, enter '0.'

	Full-time sworn
a. Patrol duties.....	
b. Investigative duties (e.g., detectives)	
c. Jail-related duties.....	
d. Court security duties.....	
e. Process serving duties.....	

4. What is your agency's total operating budget for the 12-month period including June 30, 2007? If data are not available, provide an estimate and mark (X) the box below. Include jails administered by your agency. Do NOT include building construction costs or major equipment purchases.

\$ Estimated

5. What was the total estimated value of money, goods, and property received by your agency from a drug asset forfeiture program during calendar year 2006? If no money, goods or property were received, enter '0.'

\$ Estimated

SECTION 2 – PERSONNEL

6. What is your agency's minimum education requirement which new (non-lateral) officer recruits must have within two years of hiring? Mark (X) only one response.

- Four-year college degree required
- Two-year college degree required
- Some college but no degree required
- High school diploma or equivalent required
- No formal education requirement

7. Which of the following screening techniques are used by your agency in selecting new officer recruits?

- a. Background investigation..... Yes No
- b. Credit history check..... Yes No
- c. Criminal history check..... Yes No
- d. Driving record check..... Yes No
- e. Drug test..... Yes No
- f. Medical exam..... Yes No
- g. Personal interview..... Yes No
- h. Personality inventory..... Yes No
- i. Physical agility test..... Yes No
- j. Polygraph exam..... Yes No
- k. Psychological evaluation..... Yes No
- l. Second language test..... Yes No
- m. Voice stress analyzer..... Yes No
- n. Written aptitude test..... Yes No

8. How many total hours of ACADEMY training and FIELD training are required of your agency's new (non-lateral) officer recruits? Include law

enforcement training only. If no training of that type is required, enter '0.'

a. Academy training.....	
b. Field training.....	

9. On average, how many total hours of IN-SERVICE training are required annually for your agency's field/patrol officers? Include law enforcement training only. If none, enter '0.'

Annual in-service training hours per officer.....	
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10. Of the total FULL-TIME SWORN personnel with general arrest powers (as entered in 1a), how many were NEW HIRES during the 12-month period ending June 30, 2007? If none, enter '0.'

a. Entry-level hires (non-lateral)	
b. Lateral transfers/hires	
c. Other hires	
d. Total NEW HIRES	

11. How many FULL-TIME SWORN personnel with general arrest powers separated from your agency during the 12-month period ending June 30, 2007? If none, enter '0.'

a. Resignations	
b. Dismissals	
c. Medical/disability retirements	
d. Non-medical retirements	
e. Probationary rejections	
f. Other separations (e.g., death)	
g. Total SEPARATIONS	

12. Enter the number of actual FULL-TIME SWORN

personnel with general arrest powers (as entered in 1a) by GENDER for the pay period that included June 30, 2007.

	Full-time sworn
a. Male	
b. Female.....	
c. TOTAL	

13. Enter the number of actual FULL-TIME SWORN personnel with general arrest powers (as entered in 1a) by RACE for the pay period that included June 30, 2007.

	Full-time sworn
a. White, not of Hispanic origin.....	
b. Black or African American, not of Hispanic origin.....	
c. Hispanic or Latino.....	
d. American Indian or Alaska Native.....	
e. Asian.....	
f. Native Hawaiian or other Pacific Islander	
g. Some other race	
h. TOTAL	

14. Is collective bargaining authorized for your agency's employees?

- a. Sworn employees..... Yes No
- b. Nonsworn employees..... Yes No

15. Does your agency provide special pay/benefits for any of the following?

- a. Education incentive..... Yes No
- b. Hazardous duty..... Yes No
- c. Merit/performance..... Yes No
- d. Shift differential..... Yes No
- e. Special skills proficiency..... Yes No
- f. Bilingual ability..... Yes No
- g. Tuition reimbursement..... Yes No
- h. Military service..... Yes No

16. What was your agency's salary schedule for the following FULL-TIME sworn positions as of June 30, 2007? If a position does not exist on a full-time basis in your department, enter 'NA.'

	Base ANNUAL salary	
	Minimum	Maximum
a. Chief executive (chief, director, sheriff, etc.).....		
b. Sergeant or equivalent first-line supervisor.....		
c. Entry-level officer or deputy (post-academy).....		

SECTION 3 – OPERATIONS

17. Which of the following functions did your agency have PRIMARY responsibility for or perform on a regular basis during the 12-month period ending June 30, 2007?

Law enforcement functions

- a. Responding to calls for service..... Yes No
- b. Patrol services..... Yes No
- c. First response to criminal incidents.... Yes No
- d. Drug law enforcement..... Yes No
- e. Vice enforcement..... Yes No

Traffic and vehicle-related functions

- f. Traffic law enforcement..... Yes No
- g. Traffic direction/control..... Yes No
- h. Accident investigation..... Yes No
- i. Parking enforcement..... Yes No
- j. Commercial vehicle enforcement..... Yes No

Criminal investigation for:

- k. Homicide..... Yes No
- l. Arson..... Yes No
- m. Cybercrime..... Yes No
- n. Other crime types..... Yes No

Court-related functions

- o. Execution of arrest warrants..... Yes No
- p. Court security..... Yes No
- q. Serving civil process..... Yes No
- r. Serving eviction notices..... Yes No
- s. Enforcing protection orders..... Yes No
- t. Enforcing child support orders..... Yes No

Special public safety functions

- u. Animal control..... Yes No
- v. School crossing services..... Yes No
- w. Emergency medical services..... Yes No
- x. Domestic preparedness..... Yes No

Special operations

- y. Bomb/explosives disposal..... Yes No
- z. Search and rescue..... Yes No
- aa. Special weapons and tactics..... Yes No
- bb. Underwater recovery..... Yes No

Detention-related functions

- cc. Jail operation..... Yes No
- dd. Lockup or temporary holding facility
separate from jail (for overnight detention) Yes No
- ee. Temporary holding cell (not for
overnight detention)..... Yes No
- ff. Inmate transport..... Yes No

Other functions

- hh. Law enforcement dispatch services Yes No
- ii. Operating a basic training academy Yes No

18. Does your agency participate in an operational 911 emergency telephone system (i.e., your agency's units can be dispatched as a result of a call to 911)? Mark (X) only one response.

- Yes - Enhanced 9-1-1 system
- Yes - Basic 9-1-1 system
- No

19. Does your agency's 911 system have the following capabilities for incoming calls from wireless/cellular phones?

- a. Displays number of wireless caller Yes No
- b. Displays location of wireless caller Yes No

20. During the 12-month period ending June 30, 2007, did your agency use the following types of patrol on a REGULARLY SCHEDULED basis?

- Automobile Yes No Marine Yes No
- Motorcycle Yes No Horse Yes No
- Foot Yes No Bicycle Yes No
- Aviation Yes No

21. As of June 30, 2007, how many actual FULL-TIME SWORN personnel with general arrest powers (as entered in 1a) did your agency have assigned to the following special units or multi-agency task forces? If none, enter '0.'

22. During the 12-month period ending June 30, 2007, did your agency engage in any of the following activities related to community policing?

- a. Actively encouraged patrol officers to engage in SARA-type problem-solving projects on their beats..... Yes No
- b. Conducted a citizen police academy.. Yes No
- c. Maintained or created a formal, written community policing plan..... Yes No
- d. Gave patrol officers responsibility for specific geographic areas/beats..... Yes No
- e. Included collaborative problem-solving projects in the evaluation criteria of patrol officers..... Yes No
- f. Trained citizens in community policing (community mobilization, problem-solving, etc.)..... Yes No
- g. Upgraded technology to support the analysis of community problems..... Yes No
- h. Partnered with citizen groups and included their feedback in the development of neighborhood or community policing strategies..... Yes No
- i. Conducted or sponsored a survey of citizens on topics related to crime or police services..... Yes No

SECTION 4 – EQUIPMENT

23. Are your agency's uniformed field/patrol officers required to wear protective body armor while in the field? Mark (X) only one response.

- Yes, all the time
- Yes, in some circumstances (e.g., serving warrants)
- No

24. How many dogs are regularly maintained by your agency for use in activities related to law enforcement? If none, enter '0.'

a. Explosives detection	
b. Drug detection	
c. Multi-purpose / other use	
d. TOTAL Dogs	

	Assigned full-time	Assigned part-time
a. Drug task force.....		
b. Gang task force.....		
c. Anti-terrorism task force.....		

agency for use in activities related to law enforcement? If none, enter '0.'

Total number of horses	
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26. Which of the following types of less-than-lethal weapons or actions are authorized for use by your agency's field/patrol officers?

Impact devices

- a. Batons..... Yes No
- d. Soft projectile (e.g., bean-bag)..... Yes No
- e. Rubber bullet..... Yes No
- f. Other impact device..... Yes No

Chemical agents

- g. OC (pepper spray)..... Yes No
- j. Other chemical agent..... Yes No

Other weapons/actions

- k. Hand-held electrical device - direct contact (e.g., stun gun)..... Yes No
- l. Hold or neck restraint (carotid hold)... Yes No
- m. High intensity light source (e.g., laser dazzler)..... Yes No
- o. Hand-held electrical device - stand off (e.g., taser)..... Yes No
- n. Other weapon/action..... Yes No

27. As of June 30, 2007, did your agency use any of the following technologies on a regular basis?

Digital imaging

- a. Fingerprints..... Yes No
- b. Mug shots..... Yes No
- c. Suspect composites..... Yes No
- d. Facial recognition..... Yes No
- e. Digital photography..... Yes No
- f. Other..... Yes No

Night vision/electro-optic

- g. Infrared (thermal) imagers..... Yes No
- h. Image intensifiers..... Yes No
- i. Laser range finders..... Yes No
- j. Other..... Yes No

Vehicle stopping/tracking

- k. Electrical/engine disruption..... Yes No
- l. Stolen vehicle tracking..... Yes No

- m. Tire deflation devices..... Yes No
- n. Other..... Yes No

28. How many vehicles were operated by your agency as of June 30, 2007? Include owned, rented, leased and confiscated vehicles that your agency uses. If none, enter '0.'

a. Marked cars.....	
b. Other marked vehicles (SUV, truck, van, etc.).....	
c. Unmarked cars.....	
d. Other unmarked vehicles (SUV, truck, van, etc.).....	
e. Fixed-wing aircraft.....	
f. Helicopters.....	
g. Boats (motorized).....	
h. Motorcycles.....	

29a. Does your agency allow officers to take marked vehicles home?

- Yes No – SKIP to question 30

29b. Does your agency allow officers to drive marked vehicles for personal use during off-duty hours?

- Yes No

30. As of June 30, 2007, did your agency operate the following on a regular basis?

	Agency operates	Number in use
a. Red light cameras....	<input type="checkbox"/> Yes <input type="checkbox"/> No	
b. Speed enforcement cameras.....	<input type="checkbox"/> Yes <input type="checkbox"/> No	

31a. During the 12-month period ending June 30, 2007, did your agency operate video cameras on a regular basis?

- Yes No – SKIP to question 32

31b. How many video cameras were operated by your agency as of June 30, 2007? If none, enter '0.'

a. In patrol cars.....	
b. Fixed-site surveillance (CCTV)	

c. Mobile surveillance.....	
d. Traffic enforcement.....	

32. Do your agency's field/patrol officers use any of the following types of computers or terminals WHILE IN THE FIELD?

Type of computer/terminal used by officers in the field	Agency uses	Number in use
Vehicle-mounted	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Portable (not vehicle mounted)	<input type="checkbox"/> Yes <input type="checkbox"/> No	

33. Do any of your agency's field/patrol officers have direct access to the following types of information using IN-FIELD computers?

- a. Motor vehicle records..... Yes No
- b. Driving records..... Yes No
- c. Criminal history records..... Yes No
- d. Warrants..... Yes No
- e. Protection orders..... Yes No
- f. Inter-agency information system.. Yes No
- g. Address history (e.g., repeat calls for service)..... Yes No

34. How are data from criminal incident reports PRIMARILY transmitted to your agency's central information system? Mark (X) only one response.

- Paper report
- Wireless transmission (e.g., cellular, UHF)
- Telephone line (voice)
- Computer medium
- Data device (e.g., laptop download, thumbdrive)
- NA - agency does not handle such reports

35. Does your agency own or have access to an Automated Fingerprint Identification System (AFIS) that includes a file or digitized prints?

Mark (X) all that apply.

- a. Exclusive owner of AFIS system Yes No
- b. Shared owner of AFIS system Yes No
- c. Has terminal with access to a remote AFIS system Yes No
- d. Has access to AFIS through another agency Yes No

36. Does your agency use computers for any of the following functions?

- a. Analysis of community problems.. Yes No
- b. Automated booking..... Yes No
- c. Crime mapping..... Yes No
- d. Data-driven management (e.g., COMPSTAT)..... Yes No
- e. Dispatch (CAD)..... Yes No

- f. Hotspot identification..... Yes No
- g. In-field communications..... Yes No
- h. In-field report writing..... Yes No
- i. Personnel records..... Yes No
- j. Traffic stop data collection..... Yes No

37. Does your agency maintain its own computerized files with any of the following information?

- a. Alarms..... Yes No
- b. Arrests..... Yes No
- c. Calls for service..... Yes No
- d. Criminal histories..... Yes No
- e. Incident reports..... Yes No
- f. Stolen property..... Yes No
- g. Summonses..... Yes No
- h. Traffic accidents..... Yes No
- i. Traffic citations..... Yes No
- j. Traffic stops..... Yes No
- k. Use-of-force incidents..... Yes No
- l. Warrants..... Yes No

SECTION 5 – POLICIES AND PROCEDURES

38. Does your agency have written policy directives on the following?

- a. Use of deadly force..... Yes No
- b. Use of less-than-lethal force..... Yes No
- c. Code of conduct and appearance Yes No
- d. Off-duty employment of officers... Yes No
- e. Maximum work hours for officers. Yes No

- f. Strip searches..... Yes No
- g. Dealing with juveniles..... Yes No
- h. Dealing with domestic disputes... Yes No
- i. Dealing with the homeless..... Yes No
- j. Dealing with the mentally ill..... Yes No

- k. Interacting with the media..... Yes No
- l. Off-duty conduct Yes No
- m. Citizen complaints..... Yes No

n. Racial profiling..... Yes No

39. Which of the following best describes your agency's written policy for pursuit driving? Mark (X) only one response.

- Discouragement (discourages all pursuits)
- Judgmental (leaves decisions to officer's discretion)
- Restrictive (restricts decisions of officers to specific criteria such as type of offense, speed, etc.)
- Other written policy
- Agency does not have a written policy pertaining to pursuit driving

40. Enter the current dispositions for all formal citizen complaints received during 2006 regarding use of force. If none, enter '0.'

a. Unfounded (the complaint was not based on facts, or reported incident did not occur)	
b. Exonerated (The incident occurred, but officer action was deemed lawful and proper)	
c. Not sustained (Insufficient evidence to prove the allegation)	
d. Sustained (Sufficient evidence to justify disciplinary action against the officer(s))	
e. Pending (Final disposition of the allegation has not been made)	
f. Other disposition (e.g., withdrawn)	
g. TOTAL use of force complaints received during 2006 (sum of 'a' through 'f')	

41a. Is there a civilian complaint review board/agency in your jurisdiction that is empowered to review use of force complaints against officers in your agency?

Yes No – SKIP to question 42

41b. Does this civilian review board/agency have independent investigative authority with subpoena powers?

Yes No

SECTION 6 – SPECIALIZED UNITS

42. How does your agency address the following problems/tasks? Mark (X) the appropriate box for each problem/task listed below. Mark only one box per line.

	Agency HAS specialized unit with full-time personnel to address problem/task	Agency DOES NOT HAVE a specialized unit with full-time personnel		
		Agency has dedicated personnel to address this problem/task	Agency addresses this problem/task, but does not have dedicated personnel	Agency does not address this problem/task
a. Bias/hate crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Bomb/explosive disposal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Child abuse/endorsement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Cold cases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Community crime prevention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Community policing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Crime analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Cybercrime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Domestic violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Drug education in schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Gangs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Identity theft	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Impaired drivers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Internal affairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Methamphetamine labs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Missing children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Prosecutor relations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Research and planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. School safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
t. Terrorism/homeland security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
u. Victim assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v. Youth outreach	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

THANK YOU FOR YOUR PARTICIPATION – PLEASE ENTER ANY COMMENTS BELOW
