



# 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](mailto: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
- Motorcycle  Yes  No
- Foot  Yes  No
- Aviation  Yes  No
- Marine  Yes  No
- Horse  Yes  No
- Bicycle  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.'**

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 (e.g., withdrawn)	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





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**SECTION 6 – SPECIALIZED UNITS**

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**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
<b>a. Bias/hate crime</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>b. Bomb/explosive disposal</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>c. Child abuse/endorsement</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>d. Cold cases</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>e. Community crime prevention</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>f. Community policing</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>g. Crime analysis</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>h. Cybercrime</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>i. Domestic violence</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>j. Drug education in schools</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>k. Gangs</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>l. Identity theft</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>m. Impaired drivers</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>n. Internal affairs</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>o. Methamphetamine labs</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>p. Missing children</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>q. Prosecutor relations</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>r. Research and planning</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>s. School safety</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>t. Terrorism/homeland security</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>u. Victim assistance</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>v. Youth outreach</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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**THANK YOU FOR YOUR PARTICIPATION – PLEASE ENTER ANY COMMENTS BELOW**

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