Police Executive Research Forum

RETURN 1120 Connecticut Ave., NW

TO: Suite 930

Washington, DC 20036

FORM CJ-44L

2007 SURVEY OF STATE AND LOCAL LAW

ENFORCEMENT AGENCIES

Law Enforcement Management and Administrative Statistics U.S. Department of Justice, Bureau of Justice Statistics

IMPORTANT: Please read the instructions below prior to completing this questionnaire.

- There are three ways to submit this survey:
 - 1) Complete the survey online at http://survey.policeforum.org/LEMASCJ44L.pdf
 If you choose to complete the survey via the Internet, you will be prompted to enter your USER NAME and PASSWORD, which are included on the cover letter accompanying this questionnaire. You will also have to enter your ID NUMBER on the first page of the survey, which is located at the top right of this page. Without entering your agency's USER NAME, PASSWORD, and ID NUMBER, you will not be able to complete the survey online. The USER NAME and PASSWORD provide a secure location to submit your survey.
 - 2) Mail the survey to PERF using the enclosed postage-paid envelope.
 - 3) Fax the survey to PERF at 202-466-7826.
- Please retain a copy of the completed survey for your records.
- Please use either blue or black ink and print as neatly as possible using only CAPITAL letters.
- Do not leave any items blank.

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- O If the answer to a question is not available or is unknown, write "DK" (don't know) in the space provided.
- O If the question is not applicable, write "NA" in the space provided.
- O If the answer to a question is none or zero, write "0" in the space provided.
- O When exact numeric answers are not available, provide estimates.
- Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.
- If you have any questions or need assistance in completing the questionnaire, please contact Bruce Kubu of the Police Executive Research Forum (PERF) by phone at 202-454-8308 or by email at bkubu@policeforum.org. If you have general comment or suggestions for improving the survey, please contact Brian Reaves of the Bureau of Justice Statistics by email at 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 Street, NW, Washington, DC 20531. The Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 USC 3732), authorizes this information collection. Although this survey is voluntary, we urgently need your cooperation to make the results comprehensive, accurate, and timely. We greatly appreciate your assistance.

NAME TITLE EMPL SERVICES MANAGER AGENCY MANATEE CO SHERIFF'S 6FFICE TELEPHONE (941)747-3011 EXT. 2132 FAX NUMBER (941)714-7539 EMAIL CMONOTOROUS BY ENDINE BY:

SECTION I	DESCRIPTIVE	INFORMATION	J
SECTION I -	DESCRIPTIVE	INFURNIATION	ĺ

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

1. Enter the number of AUTHORIZED full-time paid agency positions and ACTUAL full-time and part-time paid agency employees as of September 30, 2007. Full-time employees are those regularly scheduled for 35 or more hours per week. If none, enter '0.'

		AUTHORIZED full-time paid		ACTUAL gency employees		
a. b.	Sworn personnel with general arrest powers Officers/deputies with limited or	positions 463	Full-time 408 448	Part-time 5		
	no arrest powers (e.g., jail or court officers in some agencies)		195	\$		
c.	Non-sworn employees		364	89		
d.	TOTAL (sum of lines 'a' through 'c')		1007	94		

2. As of September 30, 2007, how many reserve/auxiliary officers did your agency have? If none, enter '0.'

	1	Full-time	Part-time
Reserve/auxiliary officers	Sworn	13	3
	Non-sworn	ø	Ø

3. As of September 30, 2007, how many FULL-TIME SWORN personnel with general arrest powers (as entered in 1a, column 2) did your agency have assigned to the following multi-agency task forces? Personnel may be counted more than once. If none, enter '0.'

Mul	ti-agency task force	Assigned full-time	Assigned part-time
a. Gar	ıgs	5	Ø
b. Dru	gs		\$
c. Ant	i-terrorism	Z	ϕ
d. Hur	nan trafficking	\emptyset	Ø

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4.	Of the total number of FULL-TIME SWORN personnel with general arrest powers (as entered in 1a, column 2), enter the number of each of the following: (Personnel may be counted more than once. If none, enter '0.')
	a. Uniformed officers with REGULARLY ASSIGNED DUTIES that include responding to citizen calls/requests for service
	b. Community Policing Officers, Community Relations Officers, or other sworn personnel specifically designated to engage in community policing activities
	c. School Resource Officers, School Liaison Officers, or other sworn personnel whose primary duties are related to school safety (exclude crossing guards)
5.	Enter the total number of FULL-TIME SWORN personnel with general arrest powers (as entered in 1a, column 2) who performed the following duties as their PRIMARY job responsibility. Count each officer only once. If none, enter '0.
	a. Patrol duties
	b. Investigative duties (e.g., detectives).
	c. Jail-related duties
	d. Court security duties, 46
	e. Process serving duties, , , , , , , , ,
6.	Enter your agency's total operating budget for the 12-month period that includes September 30, 2007. If data are not available, provide an estimate and mark (1) the box below. Include jails administered by your agency. Do NOT include building construction costs or major equipment purchases. \$, 92, 495, 896 Please mark here if this figure is an estimation
7.	Enter the total estimated value of money, goods, and property received by your agency from an asset forfeiture program during calendar year 2006. If no money, goods or property were received, enter '0.'
	a. Drug forfeiture \$, 492, 447
	b. Gambling forfeiture program.
	c. Other forfeiture program(s)\$,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
	Please mark here if any of these figures are an

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SECTION H - PERSONNEL

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

	using september 30, 2007, as a reference.		is required, e
8a.	Indicate your agency's minimum education requirement which new (non-lateral) officer recruits must have at hiring or within two years of hiring. Mark () only one response.		•
	☐ Four-year college degree required		Total hours of
	☐ Two-year college degree required	11.	On average,
	☐ Some college but no degree required		are required PROBATIO
	High school diploma or equivalent required		enforcement
	☐ No formal education requirement - SKIP to Question 9		enter '0.'
b.	Does your agency allow any exemption(s) to this minimum education requirement policy?		Total hours o
9.	Which of the following screening techniques are used by your agency in selecting new officer recruits?	12.	Enter the nu general arre and GENDE
	Background/record checks		30, 2007. If
	Background investigation Yes □ No		. Race
	Credit history check		a Whit origin
	Criminal history check		b. Black
	Driving record check		not o
	Personal attributes		c. Hispa
	Personal interview		d. Amer Nativ
	Personality inventory		e. Asiar
	Polygraph exam		f. Nativ
	Psychological evaluation		Pacif
	Voice stress analyzer ☐ Yes III No		g. Two
	Written aptitude test ∑ Yes □ No		h. No in
	Community relations skills Analytical/problem-solving ability assessment□ Yes № No		i. Total throu
	Assessment of understanding of diverse cultural populations		Gender a. Male
	Mediation/conflict management skills assessment□ Yes ₩ No		a. Male
	Second language test		
	Volunteer/community service history check Yes 國 No		c. Total
	Physical attributes		
	Drug test		
	Medical exam		
	Physical agility/fitness test		

	10. How many total hours of ACADEMY training and FIELD training (e.g., with FTO) are required of your agency's new (non-lateral) officer recruits? Include law enforcement training only. Include both State/POST training requirements AND agency training requirements. If no training of that type is required, enter '0.'
1	Academy Field
	Training Training Total hours of training, 760, ,473
	11. On average, how many hours of IN-SERVICE training are required annually for your agency's NON-PROBATIONARY field/patrol officers? Include law enforcement training only. If no training of that type is required, enter '0.' Average annual hours per officer Total hours of training
	12. Enter the number of FULL-TIME SWORN personnel with general arrest powers (as entered in 1a, column 2) by RACE and GENDER for the pay period that included September 30, 2007. If none, enter '0.'
	Race
	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
ļ	e. Asian
	f. Native Hawaiian or other Pacific Islander
.	g. Two or more races
	h. No information available
	i. Total (sum of lines 'a' through 'h')
Ì	Gender 448
	a. Male ,354 390
	b. Female , 545
	c. Total (sum of lines 'a' and 'b')
	, , , , , , , , , , , , , , , , , , , ,

	Enter the number of FULL-TIME agency personnel who were certified as bilingual as of September 30, 2007. If none, enter '0.'		SECTION III - OPERATIONS
	a. Sworn personnel		***Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.***
[4.	b. Non-sworn personnel, , , , , , , , , , , , , , , ,	17.	Does your agency participate in an operational 9-1-1 emergency telephone system (i.e., your agency's units can be dispatched as a result of a call to 9-1-1)? Mark () only one response.
	interpretation services?		☐ Yes - Enhanced 9-1-1 system
	Sworn personnel		W Yes - Basic 9-1-1 system
	Non-sworn personnel		□ No - SKIP to Question 19
	Volunteers	18.	Does your agency's 9-1-1 system have the following capabilities for incoming calls from wireless/cellular phones?
	Other (please specify)		Can display phone number of wireless caller Yes W N
			Can display exact location of wireless caller Yes
5.	Does your agency authorize or provide any of the		Can display general location of wireless caller. Yes 🔞 N
•	following for sworn personnel? a. Education incentive pay	19.	During the 12-month period ending September 30, 2007, did your agency use the following types of patrol on a REGULARLY SCHEDULED basis? Automobile
	c. Merit/performance pay Yes Ma No		Motorcycle
	d. Shift differential pay Yes No		Foot
-	e. Special skills proficiency pay Yes We No		Aviation
	f. Bilingual ability pay Yes 12 No		Marine Yes 🗆 No
	g. Tuition reimbursement		Horse
	h. Military service pay Yes Ma No	}	Bicycle Yes No
	i. Collective bargaining rights Yes We No		Human transporter (e.g., Segway) Yes INO
			Other (please specify) Yes No
6.	Enter the salary schedule for the following FULL-TIME SWORN positions as of September 30, 2007. If a position does not exist on a full-time basis in your agency, enter 'NA.'		
	Base ANNUAL		
	salary Minimum Maximum		•
}	a. Chief executive (chief, director, sheriff, etc.)		
	b. Sergeant or equivalent first-line supervisor [65, 112] 70, 613		
	c. Entry-level officer or deputy 39,197 56,995 (post-academy)		

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SECTION IV - COMMUNITY POLICING

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

20. During the 12-month period ending September 30, 2007, what proportion of agency personnel received at least eight hours of community policing training (problem solving, SARA, community partnerships, etc.)? Mark () one choice per line. If your agency did not conduct training for a particular type of employee, please mark 'None.' If your agency did not have a particular type of employee for the specified time period, please mark 'NA.'

	All	Hall or more	Less than	None	NA
New officer recruits			· 🗖		Ò
In-service sworn personnel				Q	• .

21. During the 12-month period ending September 30, 2007, which of the following did your agency do? Mark (■) all that apply.

Maintained	an agency	mission	statement	that i	included	a
community						

and the control of th	
Actively encouraged patrol officers to engage in	SARA-type
problem-solving projects on their beats	-

If YES, please specify the number of patrol officers as of September 30, 2007:

	2	B

Conducted a citizen police academy

Maintained	or	created	a	formal,	written	community	policing
plan							

Gave patrol officers responsibility for specific geographic areas/beats

If YES, please specify the number of

	patrol officers as of September 30, 2007:	
]	Included collaborative problem-solving projects	in the
	evaluation criteria of patrol officers	

- Upgraded technology to support the analysis of community problems
- Partnered with citizen groups and included their feedback in the development of neighborhood or community policing
- strategies
- Conducted or sponsored a survey of citizens on crime, fear of crime, or satisfaction with police services
- ☐ Maintained a community policing unit with full-time personnel

22.	During the 12-month period ending Ser	otember 30,	2007,
	did your agency have a problem-solvin	g partnershi	p or
	written agreement with any of the follo	wing?	-
	Advangey groups	M Vac	Пλ

Advocacy groupsYes	□ No
Business groups	□ No
Faith-based organizations	□ No
Local government agencies (non-law enforcement)	□ No
Other local law enforcement agencies Yes	□ No
Neighborhood associations 💯 Yes	□ No
Senior citizen groups	□ No
School groups Yes	□ No
Youth service organizations Yes	□ No
During the 12-month period ending September 30, 2 did your agency use technology in any of the follows	

23. ways to improve contact between citizens and police?

citizens...... Yes

□ No

□ No

🚺 No

□ No

X No

□ No

Agency's email address was marketed to

Agency's website included methods for

citizens to ask questions and/or provide feedback
Agency's website provided citizens with direct access to crime maps
Agency's website provided citizens with direct access to crime statistics
Agency hosted a listserv or other electronic means to distribute news and updates
Reverse 9-1-1 system used for emergency

•	/ \
System used for non-emergency mass community notification	ใช้ No
	7
3-1-1 system available to handle police non-emergency calls	V
non-emergency cans Yes	DAT NO

	7
Electronic crime reporting was available	□ No

Citizens received crime reports via email Yes	No.
,	, ,

Other (please specify)....... Yes

Telephone	Crime Reporting	was Available
	e-police reports	

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SECTION V - EMERGENCY PREPAREDNESS

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

	using September 30, 2007, as a reference.***	
24.	Does your agency have a written plan that specifies act to be taken in the event of terrorist attacks? (Include emergency operation plans that would be applicable to suc an attack.)	
	Yes No	
25.	Do the public safety agencies operating in or nearby yo jurisdiction (including your agency) use a shared radio network infrastructure that achieves interoperability?	
	₩ Yes □ No	
26.	In which of the following terrorism preparedness active did your agency engage during the period ending September 30, 2007?	ities
	Partnership with culturally diverse communities	N o
	Public anti-fear campaign Yes	N o
	Dissemination of information to increase citizen preparedness	No No
	Community meetings on homeland security/preparedness	No
	Increased sworn officer presence at critical areas	□ No
	Emergency preparedness exerciseses	No
	Other (please specify)	M No
	MA-	
27.	Of the total number of actual FULL-TIME personnel, many are intelligence personnel with primary duties re to terrorist activities? If none, enter '0.'	elated
	Intelligence personnel with primary duties related to terrorist activities	sworn

SECTION VI - EQUIPMENT

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

28a. Which types of sidearms are authorized for use by your agency's field/patrol officers? Mark (■) all that apply.

On-duty weapons Primary Backup Semiautomatic: sidearm sidearm 10mm..... 9mm..... .45.... .40..... .357..... .380..... Other caliber..... Any semiautomatic. as long as they qualify..... Revolver..... No backup sidearm is authorized..... b. Which types of secondary firearms systems does your agency issue to patrol officers or authorize for their use? Mark (■) all that apply. ☐ Assault weapon (e.g., AR-15) Shotgun Carbine Rifle ☐ Other (please specify) ☐ Not applicable--no secondary firearms systems authorized 29. Are your agency's uniformed field/patrol officers REQUIRED to wear protective body armor while in the field? Mark () only one response. ☐ Yes, all the time ☐ Yes, in some circumstances (e.g., serving warrants) No. 30. Enter the number of animals regularly maintained by your agency for use in activities related to law enforcement. If none, enter '0.' Dogs Horses

Which of the following types of less-than-lethal weapon actions are authorized for use by your agency's field/officers? Exclude weapons used only by tactical units.		33. Enter the total number of motorized vehicles operated by your agency as of September 30, 2007. Include owned, rented, leased and confiscated vehicles that your agency uses. If none,
a. Impact devices		enter '0.'
Traditional baton Yes	D No	Marked cars, 358
PR-24 baton Yes	М Ио	Other marked vehicles (SUV, truck, van, etc.), 99
Collapsible baton Yes	□ №	Unmarked cars
Soft projectile (e.g., bean-bag) Yes	No No	Other unmarked vehicles (SUV, truck,
Blackjack/slapjack Yes	M No	van, etc.), 162
Rubber bullet	No.	Fixed-wing aircraft
Other impact device (please specify)Yes	(Helicopters,
		Boats
b. Chemical agents	,	
OC (pepper spray/foam)	□ No	Motorcycles, 2
Other chemical agent (please specify) Yes	M No .	34a. Does your agency allow officers to take marked vehicles home?
c. Other weapons/actions		■ Yes ☐ No - SKIP to Question 35a
Conducted energy device (e.g., stun gun, Taser, Stinger)	□ No.	b. Does your agency allow officers to drive marked vehicles for personal use during off-duty hours?
, -	M No	Wayes □ No
Hold or neck restraint (e.g., carotid hold).		c. Does your agency allow officers to drive marked vehicles
Other weapon/action (please specify) Yes	M No	outside of the jurisdiction during off-duty hours?
Wh.		Yes □ No
As of September 30, 2007, did your agency use any of following technologies on a regular basis? Mark () apply.		35a. During the 12-month period ending September 30, 2007, did your agency operate video cameras on a regular basis?
Digital imaging		Yes No - SKIP to Question 36
Fingerprints (e.g., AFIS) Facial recognition		b. Enter the number of video cameras operated by your
Mug shots Digital photography	0	agency as of September 30, 2007. If none, enter '0.'
Suspect composites		In patrol cars,
imaging technologies		Fixed-site surveillance in public areas
Night vision/electro-optic		Mobile surveillance,,
Infrared (thermal) Night vision imagers		36. During the 12-month period ending September 30, 2007,
Image intensifiers License plate readers		did your agency operate gunshot detection sensors on a regular basis?
Laser range finders None of the listed night v		☐ Yes If YES, how many?
electro-optic technologie	لساد.	L. TATA
Vehicle stopping/tracking		國 No
Electrical/engine disruption ☐ Tire deflation devices		
Stolen vehicle tracking None of the listed vehicle (e.g., LoJack)		

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40.	access t	of your agency to the following to mounted or por	types of in	formation		
	Motor	vehicle records	10) Yes	□ No		
	Driving	g records	Yes	□ No		
	Crimin	al history records	Yes	No No		
	Warran	its	Yes	□No		
	Protect	ion orders	Yes	M No		
	system.		ı □ Yes	M No		
		s history (e.g., calls for service)	□ Yes	M No		
	Interne	t access	Yes	No		
:	GIS/cri	me mapping	□ Yes	No.		
	Other (please specify)	□ Yes	No		
		,				
***	transmi Mark (1	•	ncy's centi nse.	al inform	nation syst	tem?
		c (cellphone, telep	ohone, reco	rding, rad	ri o)	
	_	outer/data device				
		(please specify)				
	□ Not a	pplicable - agenc	y does not i	handle suc	ch reports	
4 2.	Fingerp	ur agency own o rint Identificatio igitized prints?	n System	(AFIS) th	at include	ed es a
	M Agen	cy is exclusive/sh	ared owner	of an AF	IS system	
	☐ Agen	cy has access to a	remote AF	IS system	ì	
	☐ Agend	cy has access to A	AFIS throug	h another	agency	
	□ None	of the above				
1 3.	personn Early W	ur agency have a el performance l /arning or Early ing or respondin :?	monitoring Interventi	g/assessm ion Syster	ent system m) for	ı (e.g.,
	₩ Yes	□ No				

SECTION VII - COMPUTERS AND INFORMATION SYSTEMS

***Unless otherwise noted,							
using September 30, 2007, as a reference.***							
functions? Mark () all tha	our agency use computers for any of the following ons? Mark () all that apply						
Analysis of community	☐ In-field report writing						
problems ☐ Automated booking	Intelligence gathering						
© Crime analysis	Inter-agency information sharing						
☐ Crime mapping	Internet access						
M Crime investigations	Personnel records						
Dispatch (CAD)	☐ Records management						
Fleet management	☐ Resource allocation						
☐ Hetspot identification	☐ NONE of the listed functions						
☐ In-field communications							
38. Does your agency maintain any of the following information Alarms	its own computerized files with ition? Mark (:) all that apply.						
	potential terrorist activity						
☐ Biometric data for use	Pawn shop data						
with facial recognition system	Protection orders						
Calls for service	Stolen property						
Citizen complaints against	Summonses						
officers/agency	Traffic citations						
Fingerprints	Traffic stops						
Gangs	☑Use of force incidents						
Incident reports	⊠ Warrants						
☐ Illegal attempts to purchase firearms	☐ NONE of the listed files						
39. Do any of your agency's field or terminals WHILE IN TH							
Way Yes □ No SKIP to Q	uestion 41						
computers/termina	of the following types of Is are available for use by your officers WHILE IN THE nter '0.'						
Permanent vehicle-m computers/terminals	1						
Portable computers/t used with vehicle do stations:							
Portable computers/t NOT used with vehic stations:							

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SECTION VIII - SPECIAL PROBLEMS/TASKS

Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.

44. How does your agency address the following problems/tasks? Mark (11) the appropriate box for each problem/task listed below. Mark only one box per line.

		(1)	Agency DOES NOT HAVE a specialized unit with full-time personn					
Type of problem/task		Agency HAS specialized unit with personnel assigned <u>FULL-TIME</u> to address this problem/task	(2) Agency has designated personnel to address this problem/task	(3) Agency addresses this problem/task, but does not have designated personnel	(4) Agency does not formally address this problem/task			
a.	Auto theft		×					
b.	Bias/hate crime		2					
c.	Bomb/explosive disposal							
d,	Child abuse/ endangerment	W .						
e.	Community crime prevention	· 🚳	· 🗆		, D			
f.	Crime analysis	20)						
g.	Cybercrime	100	. 🗆	. 🗆				
h.	· • • • • • • • • • • • • • • • • • • •							
i.	Drug education in schools	W						
j.	Financial crimes							
k.	Drug enforcement	500						
l.	Gangs							
m.	Impaired drivers (DUI/DWI)	6						
n.	Internal affairs	dis						
0.	Juvenile crime	2			, o			
p.	Methamphetamine labs		<u> </u>					
q.	Missing children	<u>₩</u>						
r.	Repeat offenders	88						
s.	Research and planning	F		. 🗆				
t.	School safety		. 🗆					
u.	Terrorism/homeland security	(S)						
v	Victim assistance	[3]						

SECTION IX - POLICIES AND PROCEDURES ***Unless otherwise noted, please answer all questions using September 30, 2007, as a reference.*** 45. Does your agency have written policy or procedural directives on the following? Officer conduct Use of deadly force/firearm discharge....... Yes □ No ☐ No □ No Off-duty employment...... Yes □ No Maximum work hours allowed...... We Yes □ No □ No □ No □ No Dealing with special populations/situations ☐ No ☐ No Domestic disputes...... Yes □ No Juveniles Yes □ No Persons with limited English proficiency.... Yes ☐ No Procedural Collection of information on in-custody ..XYes ☐ No deaths..... □ No □ No Checking of immigration status by patrol 46. Which of the following best describes your agency's written policy for pursuit driving? Mark (■) only one response. ☐ Prohibition (prohibits all pursuits) ☐ Discouragement (discourages all pursuits) ☐ Judgmental (leaves decisions to officer's discretion, such as type of offense, speed, etc.) Restrictive (restricts decisions of officers to specific criteria) ☐ Other (please specify)

Agency does not have a written policy pertaining to pursuit

					m	NUMI	BER				
47.	cor	ter the nplain ne, ent	e curre its rece er !0. '	nt disp ived d	ositic uring	ns for 2006 a	all fo egar	rma ding	citiz use o	en f forc	e. If
	a,		ined (S y discip r(s))],[
	b.		r dispo rated, r							1	2
	c.		ing (Fir tion ha				e		.7.		Ø
	d.	TOT:	AL use ed (sun	of forc	e con	plaints	i i 'c')		, [3
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ŀ	o. D ir	oes th	is civili gative a	an rev	iew b ity wi	oard/a th subj	genc poen:	y hav 1 pow	e ind ers?	epen	dent
	[.] Yes		0						•	
4 9.	citi: inv	zen co estiga	r agend mplain tion out fficer i	ts abo tside tl	ut use 1e cha	of for	ce re	ceive	sepa	rate	
	m '	Yes	□ No								
				-							
		,									

Please retain a copy of the completed survey for your records.

driving