On behalf of the Bureau of Justice Statistics (BJS), U.S. Department of Justice, the Bureau of the Census is conducting a sample survey of law enforcement agencies in the United States. The survey will obtain current information on the workload and resources of the Nation’s law enforcement agencies. BJS first conducted this survey in 1987 as part of its Law Enforcement Management and Administrative Statistics (LEMAS) program. The survey was repeated in 1990 and 1993.

As in past years, your agency and other agencies in the scientifically selected sample will represent the characteristics and work of all law enforcement agencies in the United States. Federal, State, and local officials will use the data to assess the needs of law enforcement agencies and to keep informed of their status. BJS will publish the data in a series of reports.

So that we can complete data collection and publish the survey results as soon as possible, please complete this questionnaire within 3 weeks and return it in the enclosed envelope. If answers to questions are not readily available, provide reasonable estimates marked with an asterisk (*). You may wish to retain a photocopy of your completed reply. If you need assistance with the questionnaire, call Carolyn Gates at the Census Bureau on 1-800-352-7229.

Public reporting burden for this collection of information is estimated to average 20 minutes 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, 633 Indiana Avenue, 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 and appreciate your cooperation to make the results comprehensive, accurate, and timely.

Sincerely,

Jan M. Chaiken, Ph.D.
Director

Enclosures
1. Indicate functions for which your agency has PRIMARY responsibility. Exclude functions which your agency performs only upon request such as aiding another agency in an emergency. Mark (X) all that apply.

- Enforcement of traffic laws
- Traffic direction and control
- Accident investigations
- Dispatching calls for service
- Emergency medical services
- Vice enforcement
- Fingerprint processing
- Ballistics testing
- Crime lab services
- Underwater recovery
- Bomb disposal
- Search and rescue
- School crossing services
- Tactical operations (SWAT)
- Parking enforcement
- Executing arrest warrants
- Court security
- Jail operations
- Serving civil process
- Civil defense
- Fire services
- Animal control
- Responding to citizen calls for service
- Crime investigation for:
  - Homicide
  - Other violent crimes
  - Arson
  - Other property crimes
  - Environmental crimes

2. Enter the actual number of full-time and part-time agency employees during the pay period that included June 30, 1997.

<table>
<thead>
<tr>
<th>Full-time (1)</th>
<th>Part-time (2)</th>
<th>Full-time (3)</th>
<th>Part-time (4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>280</td>
<td>281</td>
<td>282</td>
<td>283</td>
</tr>
</tbody>
</table>

3. Of the total number of FULL-TIME sworn personnel in 2 above, enter the number of uniformed officers whose regular assigned duties included:

   a. Responding to calls for service
   - 297
   
   b. Serving as a Community Policing Officer
   - 298
   
   c. Serving as a School Resource Officer
   - 299

4. Enter the number of FULL-TIME agency employees BY RACE AND SEX during the pay period that included June 30, 1997. If counts are not available from records, indicate estimates with an asterisk (*).

   a. Total number of full-time agency employees – Sum of lines b through f below.
   - 300

   b. White, not of Hispanic origin
   - 301
   - 302
   - 303

   c. Black, not of Hispanic origin
   - 304
   - 305
   - 306
   - 307

   d. Hispanic origin
   - 308
   - 309
   - 310
   - 311

   e. American Indian/Alaska Native
   - 312
   - 313
   - 314
   - 315

   f. Asian/Pacific Islander
   - 316
   - 317
   - 318
   - 319

   - 320
   - 321
   - 322
   - 323

   Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, excluding Brazilian, Jamaican, and Haitian.

5. Enter your agency’s expenditures for the most recently completed fiscal year. If data are not available, provide estimates and mark with an asterisk (*). Include expenditures of jails administered by your agency.

   a. Gross salaries and wages, including employer contributions to employee benefits. If employer contributions to employee benefits are NOT included in the amount above, estimate the percentage of gross salaries necessary to account for these costs (e.g., 15%, 20%).
   - 369
   - 368
   -%

   b. Other operating expenditures (e.g., purchase of supplies, food, and contractual services, etc.)
   - 370
   - 371

   c. Equipment (e.g., purchase of cars, radios, computers, etc., with a life expectancy of 5 years or more)
   - 372

6. Enter the total estimated value of money, goods, and property received by your agency from a drug asset forfeiture program during the 12 months ending June 30, 1997. If no money, goods, or property were received, enter 0.

   - 375

7. As of June 30, 1997, how many officers did your agency have assigned to a special unit for drug enforcement or to a multi-agency drug enforcement task force?

   a. Special drug enforcement unit
   - 054
   - 055

   b. Multi-agency drug task force
   - 056
   - 057