(Please correct any error in name, mailing address, and ZIP Code)

<table>
<thead>
<tr>
<th>INFORMATION SUPPLIED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name 016</td>
</tr>
<tr>
<td>OFFICIAL ADDRESS</td>
</tr>
<tr>
<td>TELEPHONE</td>
</tr>
<tr>
<td>E-MAIL ADDRESS</td>
</tr>
</tbody>
</table>

GENERAL INFORMATION

- Please mail your completed questionnaire to the Bureau of the Census in the enclosed postage-paid envelope before July 21, 1999, or FAX, (each page) toll-free to 1–888–891–2099.
- Please retain a copy of the completed survey for your records.
- If you have any questions, call Carolyn Gates toll-free at 1–800–352–7229, or email to sslea@ census.gov

INSTRUCTIONS

- If the answer to a question is "not available" or "unknown," write "DK" in the space provided.
- If the answer to a question is "not applicable," write "NA" in the space provided.
- If the answer to a question is "none" or "zero," write "0" in the space provided.
- If the answer to a question is "none" or "zero," write "0" in the space provided.
- When exact numeric answers are not available, provide estimates and mark (X) the box beside each figure that is estimated. For example, 1,234 X
- Space for comments and/or explanations is provided on page 6 of the questionnaire.
**SECTION I – OPERATIONS**

1. **Indicate the 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.

   **Traffic and vehicle-related functions:**
   - [ ] Accident investigations
   - [ ] Parking enforcement
   - [ ] School crossing services
   - [ ] Traffic direction and control
   - [ ] Enforcement of traffic laws
   - [ ] Commercial vehicle enforcement

   **Special public safety functions:**
   - [ ] Animal control
   - [ ] Civil defense
   - [ ] Fire services
   - [ ] Emergency medical services

   **Investigative support functions:**
   - [ ] Ballistics testing
   - [ ] Crime lab services
   - [ ] Fingerprint processing

   **Crime investigation for:**
   - [ ] Homicide
   - [ ] Other violent crimes
   - [ ] Arson
   - [ ] Other property crimes
   - [ ] Environmental crimes
   - [ ] Computer crimes

   **Court-related functions:**
   - [ ] Executing arrest warrants
   - [ ] Court security
   - [ ] Serving civil process

   **Special operations:**
   - [ ] Bomb disposal
   - [ ] Search and rescue
   - [ ] Tactical operations (SWAT)
   - [ ] Underwater recovery

   **Jail facility**

   **Lockup/temporary holding facility (for overnight detention separate from jail)**

   **Holding cell (not for overnight detention)**

   **Detention operations:**

   **Drug enforcement**

   **Vice enforcement**

   **Dispatching calls for service**

   **Training academy operation**

2. **Enter the number of facilities or sites operated by your agency as of June 30, 1999, which are SEPARATE FROM HEADQUARTERS.**

   - District/Precinct stations
   - Fixed neighborhood/community substations
   - Mobile neighborhood/community substations

3. **During the 12-month period ending June 30, 1999, which of the following types of patrol units did your agency use? Mark (X) all that apply.**

   - Routine patrol
   - Special events
   - Did not use

   **Automobile**

   **Motorcycle**

   **Foot**

   **Horse**

   **Bicycle**

   **Marine**

4. **Does your agency participate in an operational 911 emergency telephone system or its equivalent (i.e., units can be dispatched as a result of a call)?**

   - Yes – Basic 911 system
   - Yes – Expanded/Enhanced 911 system
   - No

5. **For the 12-month period ending June 30, 1999, enter the number of total calls/requests for service received or initiated by your agency, and their source. Indicate (X) under which category alarms are included.**

   1. (b) 911
   2. (c) non-911
   3. (d) other.

   - If your agency does not respond to calls for service, enter NA.
   - If the information is not available or unknown, enter DK.
   - Mark (X) the box next to figures which are estimated.

   **Source of call/request/event**

<table>
<thead>
<tr>
<th>a. Total calls/requests for service (b+c+d)</th>
<th>b. Emergency 911 system</th>
<th>c. Non-911 phone number</th>
<th>d. Other sources (officer-initiated, walk-in, etc.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>080</td>
<td>081</td>
<td>082</td>
<td>083</td>
</tr>
</tbody>
</table>

6. **For the total calls/requests entered in Item 5a, 5b, and 5c above, enter the number handled by each method listed below.**

   **Method of handling call/request for service**

<table>
<thead>
<tr>
<th>Direct response by your agency</th>
<th>Referral to other agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Responded to with the dispatch of 1 or more officers from your agency</td>
<td>Handled by your agency without the dispatch of officer(s) (e.g., phone report)</td>
</tr>
<tr>
<td>Referred to other law enforcement agency (e.g., jurisdictional priority)</td>
<td>Referred to non-law enforcement agency (e.g., animal control, public works)</td>
</tr>
</tbody>
</table>

   **a. Total calls (from 5a)**

   **b. 911 calls (5b)**

   **c. Non-911 calls (5c)**
NOTE – Use June 30, 1999 as the reference date for all questions in this section.

1. Indicate whether your agency does or does not use each computer type listed below. Mark (X) one per line.
   • Mark (X) the box next to figures which are estimated.

   a. Used in ADMINISTRATIVE facilities (e.g. headquarters, stations, etc.)

      Type of computer | Agency uses – Mark (X) and enter number in use. | Agency does not use
      096 (1) Mainframe computer . . . | 1 ☐ 097 ☐ 2 ☐
      098 (2) Mini-computer . . . . | 1 ☐ 099 ☐ 2 ☐
      100 (3) Personal/desktop computer (PC) . . | 1 ☐ 101 ☐ 2 ☐
      102 (4) Server. . . . . | 1 ☐ 103 ☐ 2 ☐

   b. Used IN THE FIELD by patrol officers

      Type of computer | Agency uses – Mark (X) and enter number in use. | Agency does not use
      104 (1) Laptop computer . . . | 1 ☐ 105 ☐ 2 ☐
      106 (2) Car-mounted mobile digital/data terminal (MDT) . . | 1 ☐ 107 ☐ 2 ☐
      108 (3) Car-mounted mobile digital/data computer (MDC) . . | 1 ☐ 109 ☐ 2 ☐
      110 (4) Hand-held digital/data terminal . . . | 1 ☐ 111 ☐ 2 ☐
      112 (5) Hand-held digital/data computer (MDC) . . . | 1 ☐ 113 ☐ 2 ☐
      114 (6) Other – Specify ☐ | 1 ☐ 115 ☐ 2 ☐

2a. Do your agency’s patrol officers have direct access to the following types of information through the use of IN-FIELD COMPUTERS? Mark (X) one per line.

      Yes No
      117 Criminal history records. . . | 1 ☐ 2 ☐
      118 Driving records . . . . | 1 ☐ 2 ☐
      119 Mapping programs . . . . | 1 ☐ 2 ☐
      120 Prior call history at dispatched location. . . . | 1 ☐ 2 ☐
      121 Stolen property . . . . | 1 ☐ 2 ☐
      122 Wanted suspects . . . . | 1 ☐ 2 ☐
      123 Wanted vehicles . . . . | 1 ☐ 2 ☐

2b. Do your agency’s patrol officers have access to a software application that allows them to use IN-FIELD COMPUTERS to perform crime analysis activities such as examining time-of-day patterns or conducting repeat calls for service analyses?

      Yes No
      1 ☐ 2 ☐

3. Does your agency use computers for any of the following functions? Mark (X) one per line.

      Yes No
      125 Crime analysis . . . . | 1 ☐ 2 ☐
      126 Crime mapping . . . . | 1 ☐ 2 ☐
      127 Criminal investigations (exclude word processing) . . . | 1 ☐ 2 ☐
      128 Dispatch (CAD) . . . . | 1 ☐ 2 ☐
      129 In-field communications . . . . | 1 ☐ 2 ☐
      130 In-field report writing. . . . | 1 ☐ 2 ☐
      131 Internet access . . . . | 1 ☐ 2 ☐

4. Does your agency maintain computerized files with any of the following information? Mark (X) one per line.

      Yes No
      132 Alarms . . . . | 1 ☐ 2 ☐
      133 Arrests . . . . | 1 ☐ 2 ☐
      134 Calls for service . . . | 1 ☐ 2 ☐
      135 Criminal histories . . . | 1 ☐ 2 ☐
      136 Department inventory . . . | 1 ☐ 2 ☐
      137 Driver’s license information . . . | 1 ☐ 2 ☐
      138 Evidence . . . . | 1 ☐ 2 ☐
      139 Field interview information. . . | 1 ☐ 2 ☐
      140 Incident-based crime data . . . | 1 ☐ 2 ☐
      141 Incident reports . . . . | 1 ☐ 2 ☐
      142 Incident report narratives . . . | 1 ☐ 2 ☐
      143 Linked files for crime analysis . . . | 1 ☐ 2 ☐
      144 Payroll . . . . | 1 ☐ 2 ☐
      145 Personnel . . . . | 1 ☐ 2 ☐
      146 Stolen vehicles . . . . | 1 ☐ 2 ☐
      147 Stolen property – other than vehicles . . | 1 ☐ 2 ☐
      148 Summonses . . . . | 1 ☐ 2 ☐
      149 Traffic accidents . . . . | 1 ☐ 2 ☐
      150 Traffic citations . . . . | 1 ☐ 2 ☐
      151 Traffic stops . . . . | 1 ☐ 2 ☐
      152 Uniform Crime Reports – Summary . . | 1 ☐ 2 ☐
      153 Uniform Crime Reports – NIBRS . . . | 1 ☐ 2 ☐
      154 Vehicle registration . . . | 1 ☐ 2 ☐
      155 Warrants . . . . | 1 ☐ 2 ☐

5. For which of the following types of data does your agency use COMPUTERIZED geocoding and mapping? Mark (X) one per line.

      Yes No
      156 Arrests . . . . | 1 ☐ 2 ☐
      157 Business locations (ATMs, bars, etc.). . . . | 1 ☐ 2 ☐
      158 Calls for service . . . . | 1 ☐ 2 ☐
      159 Census data (e.g., housing, income) . . . | 1 ☐ 2 ☐
      160 Crime incidents . . . . | 1 ☐ 2 ☐
      161 Other – Specify ☐ | 1 ☐ 2 ☐

6. Does your agency maintain an official site (i.e., “Home Page”) on the World Wide Web/Internet?

      Yes – Enter address (case specific) ☐ | 2 ☐

7. As of June 30, 1999, how were field report data PRIMARILY transmitted to the department’s central information system? Mark (X) one per line.

      Paper report (1) | Wireless transmission (e.g., cellular, UHF) (2) | Telephone line (voice) (3) | Computer medium (e.g., disk transfer) (4) | Data device (e.g., laptop download) (5) | Not applicable (6)
      ☐ ☐ ☐ ☐ ☐ ☐

157 ☐ 158 ☐ 159 ☐ 160 ☐ 161 ☐ 162 ☐ 163 ☐ 164 ☐
155 ☐ 156 ☐ 157 ☐ 158 ☐ 159 ☐ 160 ☐ 161 ☐ 162 ☐ 163 ☐ 164 ☐
SECTION III – PERSONNEL

General instructions for questions 1 and 2
- Include only paid employees
- Sworn employees must have general arrest powers
- For the purposes of this survey, full-time employees are those who regularly work 35 hours or more per week
- Mark (X) the box next to figures which are estimated
- If the information is not available or unknown enter DK

1. Total authorized paid positions on June 30, 1999

2. Enter the actual number of full-time and part-time paid employees during the pay period that included June 30, 1999. Sum of lines a through f.

a. Administration – Chief of police or sheriff, assistants, and other personnel working in an administrative capacity. Include finance, human resources, and internal affairs.

b. Field (law enforcement) operations – Police officers, detectives, inspectors, supervisors, and other personnel providing direct services. Include traffic, patrol, investigations, and special operations.

c. Technical support – Dispatchers, records clerks, data processors, and other personnel providing support services. Include communications, fleet management, crime prevention, and training.

d. Jail operations – Correctional officers, guards, cooks, janitors, and other personnel who work in the jail.

e. Court operations – Bailiffs, security guards, process servers, etc.

f. Other, (e.g., crossing guards, parking monitors, etc.) – Specify

3. Of the total number of full-time sworn personnel working in field operations (2b above), enter the number of uniformed officers whose REGULARLY ASSIGNED duties include responding to citizen calls for service

4. As of June 30, 1999 enter the number of full-time sworn personnel serving as Community Policing Officers, Community Resource Officers, Community Relations Officers or others regularly engaged in community policing activities

5. As of June 30, 1999 enter the number of full-time sworn personnel serving as School Resource Officers

6. As of June 30, 1999 how many of the following were employed by your agency?

a. Reserve/Auxiliary Sworn Officers

b. Community Service Officers/Police Service Aides

c. Nonsworn volunteers not included in 6b above

SECTION IV – POLICIES AND PROCEDURES

1. As of June 30, 1999, did your agency have written policies or procedures on the following? Mark (X) one per line.

Yes No
a. Code of conduct and appearance
b. Citizen complaints
c. Use of deadly force/firearm discharge
d. Discretionary arrest powers
e. Handling domestic disputes
f. Responding to the homeless
g. Working with juveniles
h. Use of less-than-lethal force
i. Responding to people with mental illness
j. Maximum work hours allowed for officers
1. As of June 30, 1999, did your agency have a community policing plan? Mark (X) only one.
   1 [ ] Yes, formally written
   2 [ ] Yes, not formally written
   3 [ ] No

2. During the 2-year period ending June 30, 1999, what proportion of the following types of agency personnel received at least 8 hours of community policing training (e.g., problem solving, SARA, community partnerships, etc.)? Mark (X) one per line.

<table>
<thead>
<tr>
<th>Type of Personnel</th>
<th>All</th>
<th>Half or More</th>
<th>Less Than Half</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>New officer recruits</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>In-service sworn personnel</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Civilian personnel</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>

3. During the 2-year period ending June 30, 1999, which of the following did your agency do? Mark (X) all that apply.

   207 [ ] Trained citizens in community policing (e.g., community mobilization, problem solving)
   208 [ ] Gave patrol officers responsibility for specific geographic areas/beats
   209 [ ] Assigned detectives to cases based on geographic areas/beats
   210 [ ] Actively encouraged patrol officers to engage in SARA-type problem-solving projects on their beats
   211 [ ] Included collaborative problem-solving projects in the evaluation criteria of patrol officers
   212 [ ] Formed problem-solving partnerships with community groups, municipal agencies, or others through specialized contracts or written agreements
   213 [ ] None of the above

4. During the 12-month period ending June 30, 1999, which of the following groups did your agency regularly meet with to address crime-related problems? Mark (X) all that apply.

   214 [ ] Advocacy groups
   215 [ ] Business groups
   216 [ ] Domestic violence groups
   217 [ ] Local public agencies (e.g., sanitation, parks)
   218 [ ] Neighborhood associations
   219 [ ] Religious groups
   220 [ ] School groups
   221 [ ] Tenants’ associations
   222 [ ] Youth service organizations
   223 [ ] Senior citizen groups
   224 [ ] Other – Specify
   225 [ ] Did not meet with any groups

5a. During the 12-month period ending June 30, 1999, did your agency survey the citizens in its jurisdiction to gather any of the following information? Mark (X) all that apply.

   231 [ ] Public satisfaction with police services
   232 [ ] Public perceptions of crime/disorder problems
   233 [ ] Personal crime experiences
   234 [ ] Other – Specify

   235 [ ] Did not survey the general public – SKIP to question 6a

b. For which purposes, does your agency use the survey information described in 5a above? Mark (X) all that apply.

   236 [ ] Allocating resources to targeted neighborhoods
   237 [ ] Prioritizing crime/disorder problems
   238 [ ] Formulating agency policy and procedures
   239 [ ] Redistricting beat/reporting areas
   240 [ ] Providing information to patrol officers
   241 [ ] Evaluating program effectiveness
   242 [ ] Training
   243 [ ] Other – Specify

6a. As of June 30, 1999, which of the following methods could citizens in your jurisdiction use to access crime statistics or crime maps? Mark (X) all that apply.

   244 [ ] In-person
   245 [ ] Telephone
   246 [ ] Internet/web-page
   247 [ ] Public kiosk/terminal
   248 [ ] Newsletter/brochure
   249 [ ] Newspaper
   250 [ ] Fax
   251 [ ] Public library
   252 [ ] None of the above – STOP here

b. As of June 30, 1999, what level of crime statistics/maps could citizens in your jurisdiction routinely access? Mark (X) all that apply.

   253 [ ] State
   254 [ ] County
   255 [ ] City
   256 [ ] District
   257 [ ] Precinct
   258 [ ] Census tract
   259 [ ] Patrol beat
   260 [ ] None of the above – STOP here

   261 [ ] Other – Specify

   262 [ ] Neighborhood
   263 [ ] Apartment complex
   264 [ ] Census block
   265 [ ] Street
   266 [ ] Block
   267 [ ] Address
   268 [ ] Other – Specify

   269 [ ] Yes
   270 [ ] No
Thank you for your cooperation and prompt reply.

**Burden statement**

Public reporting burden for this collection of information is estimated to average 1 hour 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 and appreciate your cooperation to make the results comprehensive, accurate, and timely.