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| **ALTERNATIVE MARKETS | DEDICATED TO PUBLIC APPLICANT****APPLICATION FOR INSURANCE – LAW ENFORCEMENT** |

|  |  |
| --- | --- |
| **Applicant Name** |  |
|  |  |  |  |

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| --- |
| **Law Enforcement Liability** |
| **Sheriff, Police, Corrections and/or Juvenile Detention Department** |
| **Class A:**  | **#** |
| * Full-Time Armed (Any armed, sworn officer that has the authority to detain and arrest suspects. These officers work a minimum of 30 hours per week)
 |       |
| * Jail Administrators
 |       |
| **Class B:**  | **#** |
| * Full-Time Unarmed (any unarmed, non-sworn officer that **does not have the authority to detain and arrest suspects**. These officers work a minimum of 30 hours per week)
 |       |
| * Part-Time Armed (any armed, sworn officer that has the authority to detain and arrest suspects. These officers work less than 30 hours per week)
 |       |
| * Jailers (Full-Time and Part-Time)
 |       |
| * Court Security (Full-Time and Part-Time)
 |       |
| **Class C:**  | **#** |
| * Part-Time Unarmed (any unarmed, non-sworn officer that **does not have the authority to detain and arrest suspects.** These officers work less than 30 hours per week)
 |       |
| * Jail Medical (Full-Time and Part-Time)
 |       |
| * Dispatch (Full-Time and Part-Time)
 |       |
| * Police Dogs
 |       |
| [ ]  Yes [ ]  No | Are there any other positions not included in Class A, B, or C above that are armed and/or have authority to detain and arrest? If so, please list below: |
| **Title / Position Description** | **Armed?** | **Authority to Detain and Arrest?** | **#** | **#** |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |       |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |       |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |       |
|       | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |       |
| Attach listing if more than four positions. |
| Please note that supplemental application may be required per underwriter review. |
| **Emergency Dispatch Service Staffing** |
| [ ]  Yes [ ]  No | Does your Department handle emergency dispatch services? |
| [ ]  Yes [ ]  No | If yes, does the Department provide emergency dispatch services for other entities? (e.g., Fire / EMS) |
| [ ]  Yes [ ]  No | Are incoming calls recorded? |
|  | If yes, how long are the tapes retained?       |
|  | Hours of training required of dispatch operators:       |
| [ ]  Yes [ ]  No | Are calls triaged for mental health issues and directed to mental health professionals? |
| **School Resource Officers** |
| [ ]  Yes [ ]  No | Does the Department provide School Resource Officers?  |
|  | If yes, number provided?       |
| [ ]  Yes [ ]  No | If yes, are they armed? |
| **Social Workers** |
| [ ]  Yes [ ]  No | Does the Department utilize social workers? |
| [ ]  Yes [ ]  No | Are the social workers employees of the Department? |
|  | If no, what is the name of the agency the Department has contracted with?       |
| [ ]  Yes [ ]  No | Do social workers go on patrol with officers? |
| [ ]  Yes [ ]  No | Are social workers only dispatched for specific situations? Explain:       |
| Volunteers: |
| [ ]  Yes [ ]  No | Are volunteers used by the Department? |
| [ ]  Yes [ ]  No | Are background checks required for volunteers? |
|  | If yes, describe the type of work they perform.        |
|  | If yes, describe the training required.       |
| Pre-Employment and Background Checks (check all that apply): |
| [ ]  Yes [ ]  No | Credit History |
| [ ]  Yes [ ]  No | Criminal History |
| [ ]  Yes [ ]  No | Domestic Violence |
| [ ]  Yes [ ]  No | Drug Testing |
| [ ]  Yes [ ]  No | Education  |
| [ ]  Yes [ ]  No | Military Discharge Record  |
| [ ]  Yes [ ]  No | Motor Vehicle Records |
| [ ]  Yes [ ]  No | Personal Interview |
| [ ]  Yes [ ]  No | Prior Employment |
| [ ]  Yes [ ]  No | Psychological Screening |
| [ ]  Yes [ ]  No | Sexual Offender Registry |
| [ ]  Yes [ ]  No | US Citizenship or Permanent Resident Alien |
| [ ]  Yes [ ]  No | Other (specify):       |
| New Recruits / Officers: |
| [ ]  Yes [ ]  No | Does the Department review prior police employment for citizen complaints of excessive force? |
| [ ]  Yes [ ]  No | Are new recruits required to complete police academy training? |
| [ ]  Yes [ ]  No | Are new officers required to participate in field training? |
|  | If yes, required number of hours of field training:       |
| Certification: |
| [ ]  Yes [ ]  No | Are all officers Peace Officer Standard Training (POST) certified? |
| [ ]  Yes [ ]  No | Are all canine officers National Tactical Police Dog Association (NTPDA) certified? |
| [ ]  Yes [ ]  No | Is the Department accredited by the Commission on Accreditation for Law Enforcement Agencies (CALEA)? |
| Operations: |
| [ ]  Yes [ ]  No | Does the Department contract law enforcement services? |
|  | If yes, are the services contracted to another public agency? [ ]  A private party? [ ]  Provide Copy of Contract |
| [ ]  Yes [ ]  No | Does the Department participate in Drug, SWAT or Gang Task Forces? |
| [ ]  Yes [ ]  No | If yes, is your Department the lead agency in any of these task forces?  |
| Citizen Interactions: |
| [ ]  Yes [ ]  No | Does the Department have a formal procedure for handling citizen complaints regarding officers? |
| [ ]  Yes [ ]  No | Are all citizen complaints investigated by the Department? If no, explain.       |
| [ ]  Yes [ ]  No | Does the Department utilize a civilian review committee when investigating citizen complaints? |
| [ ]  Yes [ ]  No | Does the Department track the number of citizen complaints against each individual officer? |
| [ ]  Yes [ ]  No | Does the Department take disciplinary action against officers with numerous complaints?  |
| [ ]  Yes [ ]  No | Does the Department utilize a professional public relations firm to manage adverse or high-profile events? |
| Training: |
| [ ]  Yes [ ]  No | Do all officers meet minimum state training standards? |
| [ ]  Yes [ ]  No | Are officers required to participate in continuing education / training? |
| [ ]  Yes [ ]  No | Is firearms training required of all armed personnel? |
|  | If yes, required frequency of recurrent firearms training:       |
| [ ]  Yes [ ]  No | Is restraint training required of all officers? |
|  | If yes, required frequency of restraint training:       |
| Shooting Ranges: |
| [ ]  Yes [ ]  No | Does the department have a shooting range?  |
| [ ]  Yes [ ]  No | Are other law enforcement agencies allowed to use the shooting range? |
| [ ]  Yes [ ]  No | Is the general public allowed to use the shooting range? |
| [ ]  Yes [ ]  No | Is safety training required of all staff and participants? |
| [ ]  Yes [ ]  No | Are emergency medical protocols in place? |

| **Policies and Procedures Manuals** |
| --- |
| **Topics** | **Policy / ProcedureIn Place** | **Annual Training Required** | **Training FrequencyIf Not Annual** |
| Armed While Off Duty | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Arrests / Detentions | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Bias-Free Policing | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Cameras - Body | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Cameras - Vehicle | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Canines | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Communicable Diseases | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Domestic Violence | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Driving - Defensive | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Driving – High Speed / Pursuit | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Driving – Patrol / Response | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Escalating Use of Force | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Handling Intoxicated Persons | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Handling Non-English Speaking Persons | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Handling Persons with Intellectual Disabilities | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Handling Persons in Mental Health Crisis  | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Handling Persons with Physical Disabilities | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Miranda Rights | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Obtaining Appropriate Medical Care | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Off Duty Employment (Moonlighting) | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Restraints | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Ride-Along Programs | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Searches – Body Cavity | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Searches – Pat Down | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Searches – Strip | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Search and Seizure | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Service of Warrants | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Sexual Harassment | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Suicide Screening | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Transportation of Detainees / Inmates | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Use of Lethal Force | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Use of Non-Lethal Force (Chemical Sprays, Impact Projectiles and Tasers) | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Vehicle Stops and Searches | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| Volunteers | [ ]  Yes [ ]  No | [ ]  Yes [ ]  No |       |
| ***Attachment: Please Provide an electronic copy of all applicable Policies and Procedures Manuals*** |

| Policies and Procedures – General: |
| --- |
| [ ]  Yes [ ]  No | Are policies and procedures distributed to all personnel? |
| [ ]  Yes [ ]  No | Are officers required to sign that they received the Policy Manual? |
|  | When was the last policy and procedures manual update?       |
|  | How does the department stay current regarding changes in Case Law and Statutory changes impacting Department’s policies and procedures? (Select and complete all that apply.) |
|  | Legal counsel:       | Lexipol:       | CALEA:       | POST:       | Other (Specify):       |
| [ ]  Yes [ ]  No | Does the Department monitor compliance with Department policies and procedures on a regular basis? |
|  | If yes, how is it monitored?       |
|  | If no, explain:       |
| Policies and Procedures - Cameras: |
| [ ]  Yes [ ]  No | Are officers required to wear body cameras? |
|  | If yes, how long are the films retained?       |
| [ ]  Yes [ ]  No | Are vehicles equipped with cameras? |
|  | If yes, how long are the films retained?       |
| Policies and Procedures - High Speed Vehicle Pursuits: |
| [ ]  Yes [ ]  No | Is a Watch Commander required to approve the continuation of high-speed vehicle pursuits? |
| Policies and Procedures - Off-duty Employment (Moonlighting): |
| [ ]  Yes [ ]  No | Is approval from a Commanding Officer required? |
| [ ]  Yes [ ]  No | Are officers prohibited from using their Department-issued weapon while moonlighting? |
| [ ]  Yes [ ]  No | Are officers prohibited from wearing their Department uniforms while moonlighting? |
| [ ]  Yes [ ]  No | Are officers prohibited from working in bars, night clubs or similar venues? |
| Policy and Procedures - Restraints: |
| [ ]  Yes [ ]  No | Are carotid restraints permitted? |
| [ ]  Yes [ ]  No | Are officers required to document incidents where they had to restrain citizens? |
| **Policy and Procedures - Lethal Force:** |
| [ ]  Yes [ ]  No | Are officers required to document incidents where they had to draw their weapon? |
| [ ]  Yes [ ]  No | If yes, are those incidents reviewed by Department management? |
|  | If yes, how many incident reports were filed in the past 24 months?       |
| [ ]  Yes [ ]  No | Are officers required to give a verbal warning before using lethal force? |
| Policies and Procedures - Service of Warrants: |
| [ ]  Yes [ ]  No | Does the Department execute “No Knock” warrants? |
|  |  |

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| --- |
|  |
|  |  |
| Signature  |  |
|  |  |
| Title |  |
| Date Completed |  |