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

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| **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 / Procedure In Place** | **Annual Training Required** | **Training Frequency If 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 |  | |