*If your agency operates more than one facility, please complete a separate form for each facility.*

To ensure proper classification of law enforcement facilities for the purpose of compliance monitoring under the Juvenile Justice and Delinquency Prevention Act of 2002, as amended, the Department of Public Safety (DPS) requests your agency complete this form. It will then be included in the North Carolina Monitoring Universe as documentation for the federal Office of Juvenile Justice and Delinquency Prevention (OJJDP).

Law Enforcement Agency \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person and Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact E-Mail Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facility Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facility Address (if different from Agency Address) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City / County\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please mark **all** items below as True (T), False (F) or Not Applicable (NA) to determine classification of the facility listed above.

\_\_\_\_\_ Within our facility at the above address there are no holding cells.

\_\_\_\_\_ Within our facility there are holding cells, but they are not used to detain juveniles or adults for any reason (perhaps they are being

 used for storage or are empty).

\_\_\_\_\_ Our agency has either issued a memo that the cells will not be used or has policies and procedures

 that contains this directive.

\_\_\_\_\_ Within our facility there is an interview room/s which we use for victim interviews and/or suspect interrogations.

\_\_\_\_\_ The interview room/s has no locks on the door and is not used as secure holding for any person our agency takes into custody.

\_\_\_\_\_ The interview room/s has a lock on the door but no officer can lock it (for example, they don’t have keys).

\_\_\_\_\_ The interview room/s has a lock on the door but the lock is only operational from the inside, therefore, the suspect or victim can

 lock themselves in but officers cannot lock the room from the outside.

\_\_\_\_\_ Within our facility there are no cuffing rings, cuffing benches or other stationary objects that officers use to cuff people to prevent them from

 leaving the room or building.

 \_\_\_\_\_ Within our facility there are cuffing rings, cuffing benches, or other stationary objects that officers use to prevent subjects

 from leaving the facility.

\_\_\_\_\_ Included in our agency’s written policies and procedures are directives that suspects will not be cuffed to a stationary object within

 the facility

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_

 Chief or Sheriff’s Name (Type or Print) Signature of Chief or Sheriff Date

**CLASSIFICATION (DPS Use Only):** Based on the certified information provided, the facility named above is currently classified as

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 DPS Compliance Monitor’s Name Signature of DPS Compliance Monitor Date