

Policy & Procedures and Job Description Workbook Listings

- 1. Law Enforcement Policy & Procedures Manual
- 2. Jail & Detention Center Policy & Procedures Manual
- 3. Communications Center Policy & Procedures Manual
- 4. Law Enforcement Job Descriptions Workbook
- 5. Jail & Detention Center Job Descriptions Workbook



Law Enforcement Policy & Procedures Manual

Policy Title, Policy Number

- Abuse of Position, 3.05
- Accident or Injury of Employee, 4.02
- Active Shooter, 6.08
- Aircraft Incident or Accident, 7 10
- Appearance & Grooming, 4.04
- Arrest Procedures, 5.14
- Awards & Recognition, 4.01
- Bail Access & Bondsmen, 9.05
- Bicycle & Personal Transported Patrol, 5.31
- Blank Policy Format, 0.00
- Bloodborne Pathogens & Other Infectious Diseases, 5.20
- Body Armor, 6.02
- Body Worn Cameras, 8.16
- Bombs & Mass Destruction -Attachment II, 7.06c-2
- Bombs & Weapons of Mass Destruction [WMD], 7.06
- Bombs & WMD Call Questionnaire - Attachment I, 7.06b-1
- Canine Encounters, 5.26
- Canine Operations, 5.25
- Canons of Law Enforcement Ethics, 3.02
- Chemical Agent Oleoresin Capsicum (OC), 6.03
- Child Abuse Investigations, 8.03
- Civil Litigation, 3.09
- Civil Rights & Constitutional Warnings, 5.07
- Communications Center 911, 5.05
- Community Relations, 5.02
- Corruption Prevention, 3.06
- Court Appearance, 4.05
- Covert & Undercover Investigations, 8.10

- Covert Electronic Recording -Consent to Search Form, 8.11b-1
- Covert Electronic Recording, 8.11
- Crime, Accident, & Incident Scenes, 8.02
- Criminal Investigations, 8.01
- Criminal Investigator Support to Prosecution, 8.05
- Criminal Justice Information Systems, 5.06
- Critical Incident Reporting, 3.07
- Death or Serious Injury Notification, 5.18
- Delegation of Authority, 2.04
- Delirious or Drug-Induced Subject Response, 5.22
- Demonstrations, Civil Disturbances, & Crowd Management, 7.04
- Disabled Persons, 5.10
- Discipline & Accountability, 4.19
- Domestic Abuse Response & Investigations, 8.04
- Drug-Free Workplace Program, 4.07
- Ebola & Other Infectious Virus Diseases, 5.21
- Electronic Control Device, 6.06
- Electronic Media Security, 4.17
- Emergency Call-Out Procedure, 7.03
- Emergency Management -Handling a Crisis Attachment, 7.02b-1
- Emergency Management & Incident Command System,
- Emergency Vehicle Operations, 5.35

- Employee & Confidential Records, 4.15
- Employee Grievance Procedures, 4.22
- Employee Selection & Placement, 4.10
- Equipment & Inventory Control, 5.47
- Evidence Collection, Control,
 & Storage, 5.15
- Evidence Form, 5.15b-1
- Eyewitness Validation & Lineups, 8.06
- Field Identification Form, 8.06c-2
- Field Interviews & Warrantless Searches, 5.13
- Field Training & Evaluation Program, 4.12
- Fire Scene, 7.01
- Firearms Training & Proficiency Demonstration, 4.11
- Fitness for Duty, 4.08
- FTC ID Theft Affidavit -Attachment I, 8.07c-2
- FTC Instructions for ID Theft Affidavit - Attachment I, 8.07b-1
- General Orders, 3.01
- Glossary of Terms, 1.00
- Handgun License Inspections, 5.46
- Haz-Mat Incident, 7.11
- Highway Incident Traffic Control. 5.33
- Homeland Security & Terrorism, 7.07
- Hostage or Barricaded Suspect, 6.10
- How to Use This Manual, 1.03
- Identity Crimes, 8.07
- Informant Management, 8.08
- Insubordination, 4.20

- Internal Compliance Enforcement [ICE] - Garrity Rights Form, 8.18b-1
- Internal Compliance Enforcement [ICE], 8.18
- Intoxicated, Mental, or Medically Impaired Subjects, 5.23
- IRS ID Theft Affidavit -Attachment I, 8.07d-3
- Jurisdiction & Authority, 2.05
- Juvenile Curfew Violations, 5.28
- Juvenile Procedures, 5.27
- Knives & Edged Weapons, 6.07
- Letter from Agency Head [Sample], 1.01
- Light Duty Assignments, 4.16
- Lines of Communication, 2.07
- Lineup Viewing Form, 8.06b-1
- Lockup & Intake of Detainees, 9.03
- Lockup Medical Screening & Care, 9.01
- Management Philosophy & Goals, 2.03
- Medical Screening & Care -Attachment I, 9.02b-1
- Medical Screening & Care, 9.01
- Mental Disability & Suicide Intake, 9.03b-1
- Mentally III Persons, 5.24
- Merge Codes Template, 0.00
- Missing Persons Investigations Form, 8.09b-1
- Missing Persons Investigations, 8.09
- Mission Statement, 2.01
- Motor Vehicle Accident Investigation, 5.39
- Multi-Agency Task Force Participation, 4.14
- Mutual Aid & Inter-local Agreements, 7.12
- Naloxone [Narcan] Carry & Deployment, 7.13
- News Media Relations, 5.03
- Oath of Office, 2.08
- Objective Statements, 2.02
- Off-Duty Conduct, 4.23
- Off-Duty or Secondary Employment - A – Non-Law Enforcement, 4.24
- Off-Duty or Secondary Employment - B – Agency Management, 4.24

- Off-Duty or Secondary Employment - C - Shared Management, 4.24
- Officer Involved Deadly Force Event, 5.19
- Orders & Instructions, 2.06
- Overt Electronic Recording [1-Party State], 8.12
- Overt Electronic Recording [2-Party State], 8.13
- Patrol Functions & Tactics, 5.01
- Personal Communications or Electronic Media Devices, 4.13
- Policy & Procedure Management System, 1.02
- Polygraph & Voice Stress Analyzer Interviews, 8.17
- Professional Conduct, 3.03
- Quality Assurance, 3.08
- Racial & Bias Profiling, 5.08
- Radio Procedures, 5.04
- Receipt for Policies & Procedures Manual, 1.06
- Recording Police Activity, 8.15
- Religious Head Coverings, 9.04
- Report Writing, 5.16
- Reporting for Duty & Absenteeism, 4.21
- Request for Review or Comment, 1.04
- Ride-Along Program
 Application Form, 5.44b-1
- Ride-Along, 5.44
- Rifles & Shotguns, 6.09
- Roadblocks & Checkpoints, 5.37
- Robbery or Alarm Response, 5.09
- Rules of Conduct, 3.04
- School Liaison & Response,
 5.29
- Search of Motor Vehicle -Consent to Search Form, 5.12b-1
- Search of Motor Vehicles, 5.12
- Severe Weather, 7.09
- Sex Offender Registration, 5.17
- Social Media, 4.18
- Special Munitions -Distraction Devices, 6.04
- Special Munitions Less Than Lethal, 6.05

- Special Weapons & Tactics (SWAT), 5.32
- Strikes & Labor Disputes, 7.05
- Suggestion Form, 1.05
- Take Home Vehicle Program, 5.41
- Traffic Stops & Enforcement, 5.30
- Training & Proficiency Demonstrations, 4.09
- Transporting Arrested Persons, 5.34
- Uniforms, 4.03
- Unmanned Aircraft Operations, 5.45
- Use of Force & Deadly Force, 6.01
- Use of Force Report Form, 06.01b-1
- Vehicle Inventory Form (Car)
 Attachment I, 5.42b-1
- Vehicle Inventory Form (Mini-Van) - Attachment I, 5.42c-2
- Vehicle Inventory Form (Miscellaneous) - Attachment I. 5.42h-7
- Vehicle Inventory Form (Motorcycle) - Attachment I, 5.42d-3
- Vehicle Inventory Form (Panel Truck) - Attachment I, 5.42e-4
- Vehicle Inventory Form (Semi-Truck) - Attachment I, 5.42f-5
- Vehicle Inventory Form (Truck) - Attachment I, 5.42g 6
- Vehicle Maintenance Form, 5.38b-1
- Vehicle Maintenance, 5.38
- Vehicle Seizure, Removal, Towing, & Storage, 5.42
- Vehicle Use & Accidents, 5.40
- Vehicular Pursuit A -Discretionary, 5.36
- Vehicular Pursuit B -Restrictive, 5.36
- Vehicular Pursuit C -Prohibitive, 5.36
- Video & Audio Vehicle Recordings, 8.14
- VIP Protection, 7.08
- Volunteer Program, 5.43
- Warrant & Warrantless Searches, 5.11
- Workplace Harassment, 4.06



Jail & Detention Center Policy & Procedures Manual

Policy Title, Policy Number

- Abuse of Position, 2.13
- Accident or Injury of Employee, 3.21
- Accountability of Inmates, 5.08
- Appearance & Grooming of Staff, 3.10
- Armory, 5.12
- Average Daily Population Log, 5.08b-1
- Awards & Recognition, 2.02
- Bail Access & Bondsmen, 4.08
- Blank Policy Format, 0.00
- Bloodborne Pathogens & Other Infectious Diseases, 11.07
- Chemical Agents Oleoresin Capsicum (OC), 8.02
- Civil Litigation, 2.07
- Civil Rights & Constitutional Warnings, 4.07
- Classification Audit [Report], 4.03h-7
- Classification Audit [Worksheet], 4.03g-6
- Classification Notice, 4.03b-1
- Classification of Inmates, 4.03
- Clothing, Bedding & Linen Supplies, 9.04
- Code of Ethics for Jail Officers & Employees, 2.11
- Commissary Plan, 12.07
- Community Relations, 3.15
- Contraband Control, 5.04
- Corruption Prevention, 2.14
- Court Appearance by Staff, 3.12
- Crime, Accident & Incident Scenes, 6.06
- Criminal Activity Reporting, 6.04
- Critical Incident Reporting, 2.05

- Custody Assessment Scale [Initial], 4.02b-1
- Custody Reassessment Scale, 4.02c-2
- Delegation of Authority, 2.04
- Dental Services, 11.05
- Disabled Persons in Jail, 3.11
- Discipline Procedure & Notice Form, 6.01b-1
- Drug-Free Workplace Program, 3.02
- Ebola & Other Infectious Virus Diseases, 11.08
- Education & Rehabilitation Plan, 12.04
- Electronic Control Device, 8.07
- Electronic Media Security, 3.19
- Emergency Operation Plans, 7.01
- Employee & Confidential Records, 3.17
- Employee Grievance Procedures, 3.07
- Employee Insubordination, 3.06
- Employee Selection & Placement, 2.09
- Escape Plan, 7.03
- Escape Report, 7.03b-1
- Escorted Trips & Transport, 5.05
- Evacuation Plan, 7.04
- Facility Structure, 13.06
- Field Training Evaluation Program, 3.14
- Financial Records of Inmates, 2.16
- Fire Prevention Program, 13.03
- Fire Protection & Life Safety Programs, 13.01
- Fire Response Plan, 7.05
- Firearms Security & Issue, 8.03

- Firearms Training & Proficiency Demonstration, 3.04
- Fitness for Duty, 3.13
- Food Service Operations, 10.01
- Forced Cell Movement, 8.06
- General Orders, 1.07
- Generator Test Report, 7.01b-1
- Glossary of Terms, 1.00
- Grievance Appeal Form, 12.10c-2
- Grievance Procedures Form, 12.10b-1
- Grievance Procedures -Inmates, 12.10
- Hazardous Material Response Plan, 13.05
- Hazardous Materials Control & Use, 13.04
- Health Care Services, 11.01
- Hostage Response Plan, 7.06
- How to Use This Manual, 1.03
- Hygiene, 9.01
- Infectious Disease Control, 11.06
- Informant Management, 6.07
- Inmate Correspondence, 12.09
- Inmate Discipline, 6.01
- Inmate Employment, 12.02
- Inmate Personal Property, 5.09
- Inmate Record Keeping, 4.01
- Inmate Rules & Prohibited Acts, 6.02
- Inmate Rules & Prohibited Acts, 6.02b-1
- Internal Compliance Enforcement [ICE] - Garrity Rights Form, 02.08b-1
- Internal Compliance Enforcement [ICE], 2.08
- Jail Admission & Intake, 4.02
- Key & Lock Control, 5.10

- Letter from Department Head [Sample], 1.01
- Library Plan, 12.05
- Light Duty Assignments, 3.22
- Lines of Communication, 2.06
- Management Philosophy & Goals, 2.03
- Mass Arrests, 7.08
- Media Relations, 3.16
- Medical Emergencies, 7.07
- Medical Experimentation Prohibition, 11.07
- Mental Disability & Suicide Intake, 4.03f-5
- Mental Health Care, 11.04
- Merge Codes Template, 0.00
- Mission Statement, 1.04
- Monthly Inmate Report, 5.08d-3
- Monthly Inmate Roster, 5.08e-4
- Monthly Life Safety Equipment Inspection Log, 13.01b-1
- Movement Control of Inmates, 5.07
- Mutual Aid & Inter-local Agreements, 7.09
- Nutritional Standards Program, 10.02
- Oath of Office, 1.08
- Objective Statements, 1.05
- Observation Log, 5.02b-1
- Off-Duty Conduct, 3.08
- Off-Duty or Secondary Employment - A – Non-Law Enforcement, 3.09
- Off-Duty or Secondary
 Employment B Agency
 Management, 3.09
- Off-Duty or Secondary
 Employment C Shared
 Management, 3.09
- Offense Report, 6.04b-1
- Officer & Employee Discipline & Accountability, 3.05
- Orders & Instructions, 1.06

- Personal Communications or Electronic Media Devices, 3.23
- Policy & Procedure Management, 2.01
- Policy Suggestion Form, 1.10
- Polygraph & Voice Stress Analyzer Interviews, 5.14
- Population Report, 5.08c-2
- Primary Security Level Assessment, 4.03c-2
- Professional Conduct for Corrections Personnel, 2.12
- Quality Assurance, 2.10
- Quarterly Fire Prevention Checklist, 13.03b-1
- Rape Prevention & Reporting, 6.08
- Rape Prevention Screening Form, 6.08b-1
- Receipt for Policies & Procedures Manual, 1.02
- Reclassification Tree, 4.03d-3
- Recreation & Exercise Program, 12.03
- Recreation Log, 12.03b-1
- Release & Transfer of Inmates, 4.05
- Release of Inmate to Transport Officers, 5.06
- Religious Head Coverings, 9.05
- Religious Practices Plan, 12.08
- Request for Review or Comment, 1.09
- Restraint Chair, 6.05
- Restraint of Pregnant Inmates, 8.08
- Riot Control & Response Plan, 7.02
- Safety & Health Inspections, 13.02
- Sanitation, 9.02
- Searches, 5.03
- Searching & Detaining Non-Inmates, 5.11
- Security Inspections, 5.02

- Security Level Reassessment, 4.03e-4
- Security Program Management, 5.01
- Segregation of Inmates, 4.06
- Severe Weather, 7.10
- Sick Call Request Form, 11.02b-1
- Sick Call, 11.02
- Social Media, 3.20
- Special Munitions -Distraction Devices, 8.05
- Special Munitions Less Than Lethal, 8.04
- Staff Conduct Rules, 2.15
- Substance Abuse Testing of Inmates, 6.03
- Suicide Prevention, 11.03
- Take Home Vehicle Program, 3.25
- Telephone Access & Security Plan, 12.06
- Tool Control & Accountability, 5.13
- Training & Proficiency Testing, 3.03
- Transgender Classification & Management, 4.04
- Uniforms Staff, 3.18
- Use of Force & Deadly Force [Response to Resistance], 8.01
- Use of Force [Response to Resistance] Report Form, 8.01b-1
- Vehicle Use & Accident Prevention, 3.24
- Visitation Visitor Notice & Rules, 12.01b-1
- Visitation & Access to Inmates, 12.01
- Volunteer Program, 2.17
- Waste Disposal & Vermin Management, 9.03
- Workplace Harassment, 3.01



Communications Center Policy & Procedures Manual

Policy Title, Policy Number

- 24-Hour Emergency Call Support (9-1-1), 2.18
- Abuse of Position, 2.13
- Action Guides for Communicators, 6.01
- Aircraft Accident & Incidents, 6.02
- Alarm Signal, 6.03
- Animal Attacks & Bites, 6.04
- Answering Calls for Service, 5.10
- Assault & Battery, 6.05
- Assist Other Agency, 6.06
- Back-Up Systems, 5.15
- Bomb or Explosive Device, 6.07
- Bomb Threat & WMD Checklist, 6.07b-1
- Burglary, 6.08
- Canceling Response Calls, 5.08
- Canons of Ethics for Communicators, 2.11
- Certifications Local, State & National, 2.04
- Chemical Spill or Gas Leak, 6.09
- Child Abandonment & Welfare, 6.10
- Child Mischief, 6.11
- Civil Litigation, 2.08
- Collapse of Structure, 6.12
- Communicators Roles & Responsibilities, 5.02
- Corruption Prevention, 2.14
- Criminal History Warrants & Data Searches, 6.13
- Critical Incident Planning, 4.02
- Critical Incident Reporting, 2.06
- Customer Disturbance, 6.14
- Death Unattended, 6.15
- Disabled Person, 6.16

- Discipline & Accountability, 3.05
- Disturbance Public, 6.17
- Domestic Disturbance, 6.18
- Driving Reckless, 6.19
- Drug-Free Workplace Program, 3.03
- Drunk or Intoxicated Driver, 6.20
- Electronic Media Security, 3.10
- Emergency Message, 6.21
- Employee Related Records, 3.12
- Employee Selection & Placement, 2.09
- Evacuation & Severe Weather, 4.01
- Explosion, 6.22
- FCC Regulations, 2.16
- Fight, 6.23
- Fire & Rescue, 6.24
- Fireworks, 6.25
- For Official Use Only, 5.14
- Forgery or Counterfeit, 6.26
- Gas Leak or Odor, 6.27
- Gasoline Theft, 6.28
- General Orders, 1.09
- Glossary of Terms, 5.01
- Hang Up & Open Line Calls, 5.11
- Hazardous Material, 6.29
- Hit & Run Vehicular Assault, 6.30
- How to Use this Manual, 1.03
- ICE Garrity Rights Warning Form, 3.07b-1
- Indecent Exposure, 6.31
- Information Gathering Enforcement Calls, 5.07
- Insubordination, 3.06
- Internal Communications, 2.07
- Internal Compliance Enforcement, 3.07

- Kidnapping, 6.32
- Letter to Agency Head, 1.01
- Lock-Out or Lock-In. 6.33
- Loud Noise or Disturbance, 6.34
- Management Philosophy & Goal, 2.03
- Media Relations, 3.08
- Medical Emergency, 6.35
- Missing Child, 6.36
- Missing Person or Found Person, 6.37
- Mission Statement, 1.04
- Neighbor Trouble, 6.38
- Objective Statements, 1.05
- Officer Needs Assistance Emergency, 6.39
- Officer Needs Assistance Routine, 6.40
- Open Door or Window, 6.41
- Orders & Instructions, 1.06
- Organizations Local, State & Other, 2.05
- Overdose or Poison, 6.42
- Parking Violation, 6.43
- Perception & Discretion, 5.06
- Phone System Special Features, 5.09
- Phonetic Alphabet, 5.04
- Plain Speak, 5.05
- Policy & Procedure Management System, 2.01
- Professional Conduct, 2.12
- Prowler, 6.44
- Public Intoxication, 6.45
- Quality Assurance, 2.10
- Racial & Bias Profiling, 2.15
- Radio Communications, 5.12
- Receipt for Policies & Procedures, 1.02
- Request for Review or Comment, 1.07
- Retrieve Property or Eviction, 6.46
- Road Hazard, 6.47

- Robbery, 6.48
- Rules of Conduct, 3.01
- Searches for Persons, 6.49
- Severe Weather, 6.50
- Sexual Assault, Rape, or Abuse, 6.51
- Shared Information Systems, 2.17
- Shooting, 6.52
- Shoplifter, 6.53
- Staffing Analysis, 2.02
- Suggestion Form, 1.08

- Suicide Threat or Completion, 6.54
- Suspicious Person, 6.55
- Telephone Procedures, 5.03
- Theft of Vehicle, 6.57
- Theft, 6.56
- Threats, 6.58
- Traffic Accidents, 6.59
- Traffic Control, 6.60
- Training & Proficiency Evaluation Form, 3.04b-1
- Uniforms & Attire, 3.09

- Unit Assignment & Dispatch, 5.13
- Vandalism, 6.61
- Vehicle Monitoring & Reporting Systems, 5.16
- Vehicles Towing, 6.62
- Weapon Threat or Use, 6.63
- Welfare Check, 6.64
- Work or Shift Trade, 3.11
- Workplace Harassment, 3.02



Law Enforcement Job Descriptions Workbook

Job Description Title, Job Description Number

- Introduction, 1.0
- In Appreciation, 1.01
- Suggestion Form, 1.02
- Steps to Preparing a Job Description, 2.0
- Merge Data MS Word 2003, 2.01
- Merge Data MS Word 2000 & Prior, 2.02
- Law Enforcement Job Description
 Questionnaire Sample, 3.0
- Job Analysis of Law Enforcement Tasks, 4.0
- General Duties & Position Requirements of Law, Enforcement Officers, 5.0
- Essential Functions for Law Enforcement Officers. 6.0
- Equipment Used to Perform Law Enforcement Officer Essential Tasks, 7.0
- Overview of Job Description Samples, 8.0
- A Sworn Law Enforcement Officer, 9.0

- Animal Control Officer, 9.01
- Chief Deputy, 9.02
- Chief of Police, 9.03
- Compliance Officer, 9.04
- Corporal FTO, 9.05
- Investigator, 9.06
- Lieutenant, 9.07
- Lockup or Jail Officer, 9.08
- Narcotics Investigator, 9.09
- Property Control Officer, 9.10
- Records & Statistical Analysis
 Officer, 9.11
- Secretary & Receptionist, 9.12
- Sergeant, 9.13
- Sheriff, 9.14
- Support Services Division Captain, 9.15
- Training Officer, 9.16
- Uniformed Services Division Captain, 9.17
- Making Supplemental Job Descriptions, 10.0

- Blank Job Description Work Sheet, 11.0
- Staffing Structures Samples, 12.0
- Model Police Department Staffing Structure, 12.01
- Model Sheriff's Office or Department Staffing Structure, 12.02
- Incentive Step Pay Plan Sample, 13.0
- Essential Functions for Entry Level Jailers, 14.0
- Americans with Disabilities Act [ADA], 15.0
- Civil Rights Act of 1991, 15.01
- EEOC Uniform Guidelines, 15.02
- Cannons of Police Ethics, 16.00
- Peel's Nine Principles of Policing, 16.01
- OSS Support Order Form, 16.02



Jail & Detention Center Job Descriptions Workbook

Job Description Title, Job Description Number

- Introduction, 1.0
- In Appreciation, 1.01
- Suggestion Form, 1.02
- Steps to Preparing a Job Description, 2.0
- Merge Data MS Word 2003, 2.01
- Merge Data MS Word 2000 & Prior, 2.02
- Jail Job Description Questionnaire •
 Sample, 3.0
- Job Analysis of Jail Tasks, 4.0
- General Duties & Position Requirements of Jail Officers, 5.0
- Essential Functions for Entry Level Jail Officers, 6.0
- Equipment Used to Perform Jail Officer Essential Tasks, 7.0
- Overview of Jail Job Description Samples, 8.0
- A Certified Jailer, 9.0
- Assistant Jail Administrator, 9.01 •
- Booking Officer, 9.02
- Booking Sergeant, 9.03
- Central Control & Dispatch, 9.04
- Classification Officer, 9.05
- Classification & Booking Lieutenant, 9.06
- Classification Sergeant, 9.07
- Cook. 9.08
- Cook Jailer, 9.09
- Corporal FTO, 9.10
- Court Security Officer, 9.11

- Criminal Records Clerk, 9.12
- Detention Response Team (DRT) Team Leader, 9.13
- Discipline Officer, 9.14
- Grievance Officer, 9.15
- Inmate Records Clerk, 9.16
- Inmate Work Program Officer, 9.17
 - Inmate Work Program Sergeant, 9.18
- Investigations & Compliance Officer, 9.19
- Jail Administrator, 9.20
- Kitchen Supervisor, 9.21
- Kitchen, Laundry, Property, & Supply Lieutenant, 9.22
- Kitchen, Laundry, Property, & Supply Officer, 9.23
- Maintenance Specialist, 9.24
- Operations Captain, 9.25
- Physical Plant Manager, 9.26
- Records Clerk, 9.27
- Rover, 9.28
- Secretary & Receptionist, 9.29
- Shift Lieutenant, 9.30
- Shift Sergeant, 9.31
- Staff Support Captain, 9.32
- Store Clerk or Commissary Officer, 9.33
- Tower & Control Room Officer, 9.34
- Transport Officer, 9.35

- Warehouse Clerk, 9.36
- Making Supplementary Job Descriptions, 10.0
- Blank Jail Job Description, 11.0
- Model County Jail Staffing Structure (Part 1 of 3), 12.00
- Model County Jail Staffing Structure (Part 2 of 3), 12.00
- Model County Jail Staffing Structure (Part 3 of 3), 12.00
- Model City Jail Staffing Structure (Part 1 of 3), 12.01
- Model City Jail Staffing Structure (Part 2 of 3), 12.01
- Model City Jail Staffing Structure (Part 3 of 3), 12.01
- Incentive Step Pay Plan For Agencies Operating Jails – Sample, 13.0
- Essential Functions of Entry Level Law Enforcement Officer, 14.0
- Americans with Disabilities Act [ADA], 15.00
- Civil Rights Act of 1991, 15.01
- EEOC Uniform Guidelines, 15.02
- Code of Ethics for Jail Officers & Employees, 16.00
- Peel's Nine Principles of Policing, 16 01
- OSS Support Order Form, 16.02