

Lafayette Police Department Pre-Polygraph / C.V.S.A. Booklet

Please answer the following questions completely:

Full Legal Name: _____

Date of Birth: _____ Age: _____

Position for which you are applying: _____

If you have ever taken a Polygraph / C.V.S.A. examination before please give the date and the reason for the examination below.

| Date | Reason for Examination |
|-------|------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

*****CONFIDENTIAL*****

Examiner: _____ Date: _____ Time: _____

Pretest Review: _____ Date: _____ Time: _____

Post Test Review: _____ Date: _____ Time: _____

Lafayette Police Department

Pre-Polygraph / C.V.S.A. Booklet

READ THE FOLLOWING VERY CAREFULLY

You are taking a Polygraph / C.V.S.A. pretest for the purpose of employment with the Lafayette Consolidated Government. Throughout the remainder of this booklet you will be asked to make admissions about your prior life history. Based on those admissions, the Polygraph / C.V.S.A. Examiner will ask a series of questions, including relevant or irrelevant questions, for the purpose of determining if you have been completely and totally truthful in regards to your answer. It will be difficult for you to successfully complete the Polygraph / C.V.S.A. step of your process if you falsify, misrepresent, or lie about facts or if you leave out, neglect to mention, or purposely withhold any information about your background.

Your Polygraph / C.V.S.A. examination will only cover the issues addressed in this booklet. There will be no surprise or prying question. However, in every area you must be sure that you are completely up-front and totally honest in answering all questions.

If you have any questions about any of the sections in this booklet, ask the Investigator who issued you the test or the Polygraph / C.V.S.A. Examiner. **YOUR FAILURE TO ASK QUESTIONS WILL BE CONSTRUED AS UNDERSTANDING THE QUESTIONS.**

IF THERE IS A NEED FOR ADDITIONAL SPACE IN ORDER TO ANSWER A QUESTION COMPLETELY, CHECK THE APPROPRIATE BOX AND WRITE THE ADDITIONAL COMMENTS ON THE BACK OF THE PAGE

Be sure to read each line carefully as there are boxes that must be checked in the text of this booklet.

If for any reason you show deception during the Polygraph / C.V.S.A. examination, you will be allowed to retake the test again in 1 year.

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Section 1- Employment /Application Information

Employment Information: If you have been fired or have been asked to resign from any job since your 15th birthday, please complete the following.

Employer: _____

Address: _____

Dates of employment: _____

Reason for leaving: _____

Employer: _____

Address: _____

Dates of employment: _____

Reason for leaving: _____

Employer: _____

Address: _____

Dates of employment: _____

Reason for leaving: _____

Check this box if you need additional space and continue on the back of this page

Check this box if you have **never** been fired or asked to resign from a job

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Application Information: If you have applied with other law enforcement agencies, please complete the following.

| Agency | Date | Disposition |
|--------|-------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

- Check this box if you need additional space and continue on the back of this page
- Check this box if you have **never** applied with another law enforcement agency

The Polygraph / C.V.S.A. Examiner is authorized by the Lafayette Police Department to question you if you have been truthful in listing all jobs from which you have been fired or asked to resign from along with if you have listed all police agencies with which you have applied.

Before going to the next section be sure that you have not forgotten to list any police agencies for which you have applied for employment which you have been fired or asked to resign from.

Section 2- Theft from Employers

Many people have taken things from a place where they worked which they did not have permission to take. The items taken may be cash, merchandise or property. Whether you realize it or not, the act of taking any of these items from an employer is theft. You may have simply borrowed one of these items and forgotten to return it, given merchandise to another person, or padded your expense account; however if you have taken anything from an employer which you did not have permission to take, then you committed a theft. The Lafayette Police Department is concerned about incidents of theft from an employer that you may have committed since your 15th birthday.

In the space provided below please list everything you have ever taken from an employer since your 15th birthday which you did not have permission to take. Please include the item such as cash, merchandise, or property. Also include the value, the date, and length of time in months that you were employed by the employer.

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| Item Taken | Value | Date | Employer | Length of Employment |
|------------|-------|-------|----------|----------------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

Check this box if you need additional space and continue on the back of this page.

Check this box if you have **never** taken anything from an employer.

The Polygraph / C.V.S.A. Examiner is authorized to ask you questions about your failure to list any thefts from an employer in which you have neglected to list above.

Before completing the next section, be sure that you have not failed to list any thefts from an employer that you might have committed.

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Section 3 – Criminal Activity

You are applying for a position in which you may be responsible for upholding the law, consequently the Lafayette Police Department is concerned with your participation in or commission of any crime listed below. If since your 15th birthday you have committed, attempted, or participated in any of the act listed below, you must check the box indicating the participation in the act. The Lafayette Police Department does accept certain levels and types of criminal behavior; however you must admit those acts to successfully complete the Polygraph / C.V.S.A. phase.

Following this section you will be given ample opportunity to explain your participation in these acts. Again be sure to acknowledge participation, commission, arrest, conviction, or questioning for any of the following acts which occurred after your 15th birthday.

1. Any act of unlawfully taking the life of another human being
YES NO
2. Any act of unlawfully abducting another person
YES NO
3. Any sex act including sexual intercourse, oral sex, anal sex, or touching of the genitals, breasts, or anus of another person in public
YES NO
4. Any sex act after you were age 17 including sexual intercourse, oral sex, anal sex, or touching the genitals, breasts, or anus of another person, who was less than 17 years of age at the time of the act
YES NO
5. Any act of exposing your anus or genitals in public to sexually arouse or gratify yourself or another person
YES NO
6. Any act of battery by striking another person with the intent to commit bodily injury to that person
YES NO
7. Any act of rape, either by force or threat of injury
YES NO
8. Any act of involving hurting, harming, bruising, striking, or injuring any person under the age of 15
YES NO

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9. Any act involving hurting, or attempting to hurt or harm another person using a firearm, knife, club, or any other deadly weapon

YES NO

10. Being married to two persons at the same time

YES NO

11. Have you ever received a judicial judgment against you which resulted in you receiving either a temporary or permanent restraining order which banned you from being in contact with someone? YES NO

If yes, who was the party that obtained the restraining order against you? _____

12. Have you ever obtained a temporary or permanent restraining order against some?

YES NO

If yes, who was the party that you obtained the order against? _____

13. Any sex act including sexual intercourse, oral sexual intercourse, or anal sexual intercourse with a member of your immediate family, including your mother, father, stepmother, stepfather, sister, brother, half-brother, half-sister, son, daughter, grandparents, grandchildren, uncles, aunts, nieces, or nephews

YES NO

14. Any act involving taking or keeping a child under the age of 18 out of state in which the child resides, in violation of a judgment or order of a court which interferes with the child's custody

YES NO

15. Any act of starting a fire or causing an explosion to damage or destroy a building, habitation, or vehicle belonging to another person or building, habitation, or vehicle belonging to you which was insured

YES NO

16. Any act involving the intentional damaging or destruction of any property belonging to another person

YES NO

17. Any act involving the use of a firearm, knife, club, deadly weapon, physical force, threats, or intimidation in order to steal or take property from another person

YES NO

18. Any act involving breaking into a building, habitation, or any portion of a habitation or building in order steal cash, property, and / or merchandise

YES NO

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19. Any act involving breaking into a coin operated device in order to steal property, merchandise, or cash
YES NO
20. Any act involving breaking into or entering a vehicle of any kind, including cars, pickups, trucks, trailers, box cars, vans, or motor homes in order to steal cash, property, or merchandise
YES NO
21. Any act involving entering or remaining on the property of another knowing that you did not have permission of the owner to do so
YES NO
22. Any act which unlawfully deprives an individual of property, cash, or merchandise through appropriation, theft, theft by false pretext, theft from a person, shoplifting, swindling, passing worthless checks, embezzlement, extortion, changing price tags, receiving stolen property, unlawfully receiving a service without paying for it, stealing vehicle accessories, or any form of theft. This does not include previously mentioned thefts from an employer.
YES NO
23. Any act involving forgery of any document, signature, money, any legal document, license, contract, credit card, check, security agreement, will, deed, any deed of trust with the intention to defraud or harm any person or business.
YES NO
24. Any act, whether attempted or completed in which you utilized someone else's personal identifying information such as a social security number, driver's license number, checking or savings account number, credit card number, debit card number, electronic identification number, birth certificate, date of birth, or mothers' maiden name without permission or authorization to fraudulently obtain money, credit, services, or anything else of value
YES NO
25. Any act involving stealing a credit card, presenting a credit card to obtain property or service, fraudulently using a credit card without the consent of the person to whom the credit card was issued, using an expired card, using a fictitious card number, using a stolen credit card, buying a credit card, selling a credit card, forgery of a signature on a credit card receipt, or in any way attempts to commit a theft or to steal from anyone by using a credit card
YES NO

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26. Any act involving a theft of a vehicle, use a vehicle without the owner's consent, or joy riding in a stolen vehicle
YES NO
27. Any act involving bribing or attempting to bribe any governmental officer or employee
YES NO
28. Any act involving telling a lie, falsehood, or misrepresentation of any fact while under oath giving a sworn statement or notarized document
YES NO
29. Any act relating to filling a false report to any peace officer
YES NO
30. Any act involving impersonating a peace officer, police officer, law enforcement official, or other governmental official
YES NO
31. Any act involving resisting a police officer or any other peace officer in making any arrest or detention of any person including yourself
YES NO
32. Any act involving fleeing from, running from, evading by any means, including on foot or by vehicle, a police officer who is attempting to arrest, detain you or any other person
YES NO
33. Any act involving disturbing the peace, including using abusive, profane, or vulgar language to incite a breach of peace, fighting in a public place, threatening another in a public place, or looking into the window or any opening of a building or structure for lewd purposes
YES NO
34. Any act involving the production, sale, promotion, or possession with the intent to sell any picture, magazine, film, device, tape, book, or any other item which depicts any potentially offensive sexual acts involving any form of copulation, masturbation, excretory functions, sadism, masochism, lewd exhibition
YES NO
35. Any act involving engaging in any sex act, including intercourse, oral intercourse, anal intercourse, or sexual contact with the genitals, breasts, or anus of another person in return for cash, property, merchandise or anything of value
YES NO

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36. Any act involving the receipt of compensation or anything of benefit for any act of prostitution committed by any person, or forcing any person by threat or physical force to commit any act of prostitution
YES NO
37. Any act involving gambling, except gambling in a private place in which all persons engaged in gambling have an equal chance of winning or losing and no person receives anything other than his own winnings, including promotions if gambling, keeping a gambling house, or possessing a gambling device, excluding dice or cards
YES NO
38. Any act involving the unlawful possession of any explosive device, machine gun, sawed off shotgun or rifle, armor piercing ammunition, or silencer
YES NO
39. Any act involving participation in any criminal enterprise or organized crime activity which seeks to facilitate murder, arson, robbery, burglary, theft, kidnapping, aggravated assault, forgery, gambling, prostitution, promotion of prostitution, distribution of illegal arms, sale or distribution of drugs, or promotion of sales reference to obscene material
YES NO
40. Have you ever acted alone or in concert with another to intentionally harm a person because of their race, religion, sexual orientation?
YES NO

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Before going any further be sure that you have checked "Yes" in all areas that you recall having participated in by means of actual commission, attempt, arrest, conviction, or being questioned about.

In the space provided below you must explain any "Yes" answers that you have given to any of the above items. Give the date of the incident, circumstances and value of the property involved.

Question Number

Explanation

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Check this box if you need additional space and continue on the back of this page.

Check this box if you have **never** been involved in any above listed categories of criminal activity.

The Polygraph / C.V.S.A. Examiner is by the Lafayette Police Department authorized to ask you questions regarding your truthfulness about your involvement in criminal activity.

Before continuing the next section, be sure you have listed all areas of criminal behavior in which you recall being involved.

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Section 4 – Drug Sales

The sale of drugs in our society is quite common. The Lafayette Police Department for the purpose of employing police officers, is concerned about the selling of drugs, that is, the selling of drugs to another person with or without profit to you, delivery of drugs to another person, transporting drugs to be sold, trading drugs for anything of value, manufacturing drugs, growing drug plants, or in any other way being involved in a transaction involving drugs. For the purpose of this section, drugs shall include legal and illegal drugs.

In the space provided below, please list the type of drug sold, the amount of drug sold, and the number of times you sold drug

| Type of Drug | Amount of Drug | Age | Number of Times |
|--------------|----------------|-------|-----------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Check this box if you need additional space and continue on the back of this page.

Check this box if you have never sold or delivered drugs for any reason

Before continuing on this booklet, be sure that you have listed all drug sales in which you recall being involved in.

The Polygraph / C.V.S.A. Examiner is authorized by the Lafayette Police Department to ask questions regarding your truthfulness about the sale of drugs.

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Section 5 – Drug Usage

In recent years, drug usage has become extremely common in our society. The Lafayette Police Department recognizes that it would be almost impossible to hire anyone as a police officer who has not experimented with drugs. Before continuing let's discuss what we mean by usage. With drugs such as amphetamines, we are interested in the number of times that you have taken one of these pills. With drugs such as cocaine, we are interested in the number of times you snorted, have eaten, or injected the drug. With the drug marijuana, we are interested in the number of times you smoked marijuana. That includes taking a hit, puff, or toke from a joint of marijuana. Each of these is examples of one use of these drugs. For instance, if during your life you smoked five (5) marijuana cigarettes; then you have used marijuana five (5) times.

We are also interested in identifying exactly when you used a drug. You will be given an opportunity to explain the first date that you used each drug and the last time you used each drug. You must also explain how you used the drug. If the drug was smoked, snorted, injected, eaten, or used in any other manner, you must explain how it was used.

When asked to give the maximum number of times that you have used the drug, you must give the ABSOLUTE MAXIMUM NUMBER OF TIMES YOU USED THE DRUG. For instance, if you have snorted cocaine six (6) times and you state that you have used cocaine five (5) times you will appear to be deceptive when questioned on the Polygraph / C.V.S.A. examination. Likewise, if you are not sure how many time you used a drug such as marijuana, enter the ABSOLUTE MAXIMUM NUMBER OF TIMES YOU USED THE DRUG.

Next, please complete the following chart explaining if you have used each of the drugs listed.

Please indicate the first date (month-year) you used each drug, the last date (month-year) you used the drug, the maximum number of times you used the drug, your age at the last time you used the drug, and the manner in which the drug was used. Subsequently, if you have never used one of the listed drugs then check the appropriate box i.e. (never). Please list only drugs not prescribed to that you have used since your 15th birthday.

| Drug | Date Used First – Last Mo-Yr / Mo Yr | | Maximum Possible Times Used | How Used | Age Used | Never |
|--------------------------|--|--|-----------------------------------|-------------|-------------|-------|
| Marijuana | | | | | | |
| Lortab | | | | | | |
| Morphine | | | | | | |
| Hydrocodone | | | | | | |
| Cocaine (powder/rock) | | | | | | |

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| Drug | Date Used | | Maximum Possible Times Used | How Used | Age Used | Never |
|---------------|--------------|---------------|-----------------------------|----------|----------|-------|
| | First – Last | Mo-Yr / Mo Yr | | | | |
| Heroin | | | | | | |
| Opium | | | | | | |
| L.S.D. | | | | | | |
| Mushrooms | | | | | | |
| Peyote | | | | | | |
| Mescaline | | | | | | |
| Uppers | | | | | | |
| Downers | | | | | | |
| Amphetamines | | | | | | |
| Speed | | | | | | |
| Amphetamines | | | | | | |
| Tranquilizers | | | | | | |
| P.D.P. | | | | | | |
| Angel Dust | | | | | | |
| Phenobarbital | | | | | | |
| Crystal Meth | | | | | | |
| Others: | | | | | | |

If you there are any other drugs that you have used since your 15th birthday, please list them below:

Check this box if you need additional space and continue on the back of this page.

Check this box if you have never sold or delivered drugs for any reason.

Before continuing on this booklet, be sure that you have not forgotten to list any drug usage which you can recall.

The Polygraph / C.V.S.A. Examiner is authorized by the Lafayette Police Department to ask questions in order to determine if you were truthful about your drug usage.

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Section 6 – Traffic Violations

In applying for all position with the Lafayette Consolidated Government it is required that an individual have adequate driving skills, consequently, the Lafayette Police Department requires information about your traffic behavior since your 15th birthday.

Please list below all traffic citation, arrests, detentions, tickets, questioning, or driver's license revocations you have received for any traffic violation of any type you might have committed since your 15th birthday. The date (month and year only), the violation, and the disposition (guilty or not guilty, no contest, fines, jailed, etc.)

| Violation | Date | Disposition |
|-----------|-------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

- Check this box if you need additional space and continue on the back of this page.
- Check this box if you have never received any type of traffic violation.

Before continuing think for a moment to be sure that you do not recall another traffic violation which you may have committed.

The Polygraph / C.V.S.A. Examiner is authorized by the Lafayette Police Department to ask if you have been truthful in revealing all traffic violations which you may have committed.

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Section 7 – Prior Police Service

Check this box if you have never served in a position as a sworn or commissioned law enforcement officer, police officer, sheriff's deputy, state or federal agent, commissioned reserve officer, or any other position charged and sworn to uphold the law.

If you checked this box go the last page of this booklet.

Check this box if you have prior police service and please complete the following questions.

These questions deal only with your employment as a police officer.

While on duty as a police officer did you commit or attempt any felony or misdemeanor violations which would have been punishable by incarceration? Yes No

If yes, please explain below:

While Employed as a police officer did you ever abuse a prisoner or violate a prisoner's civil rights? Yes No

If yes, please explain below:

Have you ever been terminated or resigned from a position as a police officer as a result of an internal affairs investigation or allegation of misconduct? Yes No

If yes, please explain below:

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While employed as a police officer, did you ever confiscate property or a prisoner's property and make personal use of it? Yes No

If yes, please explain below:

While employed as a police officer, did you receive any disciplinary action? Also, were you ever under formal investigation for misconduct, suspended, or received a written reprimand?

Yes No If yes, please explain below:

Check this box if you need additional space and continue on the back of this page.

Check this block if you have never been involved in any of the above listed acts as a police officer.

Before continuing be sure that you have not failed to list any of the information requested in the preceding questions which you may recall.

The Polygraph / C.V.S.A. Examiner is authorized by the Lafayette Police Department to ask questions regarding your truthfulness regarding your admissions about your prior police service.

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PLEASE READ, SIGN, AND DATE

You have completed the Polygraph / C.V.S.A. pretest booklet. You should stop for a moment and think about your answers. You should ensure that you have accurately portrayed all of the information that was requested. Should you now recall any information that was requested which you did not place in the booklet, go back now and make the correction(s).

All of the information that I have revealed in this booklet is true, correct, and complete. I have not withheld, falsified, or misrepresented any information requested in this booklet. If for any reason I show deception during the Polygraph / C.V.S.A. examination, I understand that I will be allowed to retake the test in 1 year.

Applicant's Signature

Date