



Personal Integrity Questionnaire

Read the following instructions **CAREFULLY!**

DIRECTIONS: The Sandoval County Detention Center has developed a comprehensive and intense officer selection process for its detention officer applicants. This questionnaire is designed to acquaint you with certain standards, which **MAY OR MAY NOT DISQUALIFY YOU AS A CANDIDATE DURING THIS SELECTION PROCESS**. This questionnaire is designed to save you time, money and energy early on in the selection process. Your **truthful** responses to the following questions and during the follow-up interview with your Background Investigator will help to evaluate your chances and ability in continuing the selection process. Recruiting of all candidates is done without regard to race, color, national origin, ancestry, sex, age, religion or disability in the provision of services, programs or activities. Sandoval County is an Equal Opportunity Employer. All answers on this application form are subject to verification by an intense background investigation. Deliberate inaccuracies, incomplete statements, minimization, rationalizations, omissions and misstatements must be corrected. If they are not, it may result in your disqualification from the selection process or termination from employment, if hired. It is to your advantage to respond honestly and openly to all of the following questions. Any negative factors in your background will be evaluated in terms of circumstances and facts surrounding the occurrence and its degree of relevance to the job. The Sandoval County Detention Center is looking for mature, honest people who can admit their mistakes and discuss those mistakes honestly. For example, being fired from a job or having an arrest record is not, in itself, grounds for disqualification in many cases. During your interview, your background investigator will inquire into the facts surrounding the event. An evaluation will be made of the relevance of the facts to the requirements and guidelines of the job. It is your responsibility to be truthful. **A negative factor in our background may not terminate you from the application process, but being dishonest about that negative factor will cause the immediate termination of your application.** Be honest. If you feel some event in your background is indirectly related to your application, even though it is not specifically listed then disclose it. **You will save yourself a great deal of time, money, energy and effort if you know you will have to be untruthful at any stage of the application process.**

It is your responsibility to ask for clarification of any question or word that is not perfectly clear and understandable to you. Unless otherwise stated each question refers to any time, any place, anywhere, at any age, in any jurisdiction in civilian and military life, domestic or abroad or on any military installation base or federal land. **IT IS YOUR RESPONSIBILITY TO BE HONEST AND TRUTHFUL.** It is your responsibility to write clearly and legibly. If we cannot read it, the public will not be able to read your incident report either. Remember, neatness in writing, grammar, punctuation, spelling, clarity and ability to follow written instructions are all evaluated as part of the selection process.

You will need to write a short narrative to fully **EXPLAIN EACH YES ANSWER.** Make sure your writing is clear and legible. In your narrative answer the relevant questions of Who, What, When, Where, Why, How, how often, as each questions requires.

Again, it is important that your answers are honest, as the information will be verified by an extensive background investigation.

Make sure you include sufficient detail in your responses that your background investigator can read and fully understand the circumstances of what happened and why.

Reference your **Drug AND Substance Experimentations**, make sure you list the dates first used and last used. Don't rationalize or minimize the facts. If you can't remember the exact dates put down the month and year to the best of your recollection. If you need more room to write on any given page, continue writing on a separate sheet of paper.

Personal Integrity Questionnaire continued

Personal Applicant Data:

Applicant's full name: _____

Other names used or nicknames: _____

Current Street Address: _____

City/State/Zip code: _____

Contact phone #: _____ Secondary phone #: _____

QUALIFICATIONS:

Are you currently under 18 years of age?	YES	NO
Do you have any felony convictions or arrests?	YES	NO
Do you have any D.W.I arrests in any jurisdiction?	YES	NO
Do you have any misdemeanor arrests or citations, excluding traffic, for any reason in any jurisdiction?	YES	NO
Do you currently have a valid driver's license?	YES	NO
Do you have an insurable driving record?	YES	NO
Are you currently a United States Citizen?	YES	NO

IF you have prior military service in any branch and you have been discharged was the discharge listed on your separation paper's (DD-214) characterized as honorable? YES NO

Please briefly explain the circumstances for YES answers to the first four (4) questions and NO to the last four (4) questions below:

Do you have Military experience? YES NO

IF yes, complete the following questions:

Which Branch (s): _____

Pay grade last promoted to: _____

Date first reported to active duty: _____

Date of discharge: _____

If you are currently serving (whether active duty, active reserves or guard) at what date do you expect to complete your obligation or when do you intend to resign your commission?

Personal Integrity Questionnaire continued

List the total time you have in service (include active-duty, active-reserve and guard service together):

What was your military specialty in civilian terms? _____

Character of discharge received:

- Honorable
- Medical
- General
- Dishonorable
- Bad Conduct or Dismissal

Did you ever fail any term of condition of your enlistment for any reason?	YES	NO
Were you ever declared UA, A.W.O.L, missing ships movement or deserter?	YES	NO
While in the military did you ever receiver any punishment that resulted in a written reprimand, demotion, suspension, reduction in rank, being relieved of duty, loss of pay or confinement?	YES	NO

Please briefly explain the circumstances for YES answers to the above three (3) questions below:

Event History Section:

Please answer **YES** or **NO** to each of the following questions. Each questions is asking if at anytime, anyplace, anywhere, at any age for any reason, either in civilian life or in military life, domestic or abroad, have you committed any of the following acts. It does not matter if the act was detected, undetected reported or unreported. The questions are asking if you have committed this particular act.

*It is to your benefit to be honest! Examples refer to things that have occurred other than in the line of duty for the job you were in at the time. **WE DO EXPECT EVERYONE TO ANSWER ALL OF THE QUESTIONS HONESTLY.** This section is also designed to measure your reading and comprehension ability, your vocabulary and ability to follow written directions correctly. If you have any questions or don't understand any of the following words or ideas, please ask your background investigator for assistance.*

DRUG USE AND EXPERIMENTATION:

1	Marijuana, pot, grass, weed etc.	YES	NO
	Date first used: _____ Date last used: _____		
2	Hash, hash oil, hashish etc.	YES	NO
	Date first used: _____ Date last used: _____		
3	Cocaine, crack, rock, snow, blow etc.	YES	NO
	Date first used: _____ Date last used: _____		
4	Barbiturates, downers etc.	YES	NO
	Date first used: _____ Date last used: _____		
5	Amphetamines; uppers, speed, meth crank, white crosses etc.	YES	NO
	Date first used: _____ Date last used: _____		
6	Heroin, black tar heroin, horse H etc.	YES	NO
	Date first used: _____ Date last used: _____		
7	LSD, blotter acid, any hallucinogenic drug not listed etc.	YES	NO
	Date first used: _____ Date last used: _____		

Personal Integrity Questionnaire continued

8	PCP, angel dust etc. Date first used: _____ Date last used: _____	YES	NO
9	THC, opium, morphine etc. Date first used: _____ Date last used: _____	YES	NO
10	Mushroom, Peyote Date first used: _____ Date last used: _____	YES	NO
11	Quaaludes, Ecstasy, Etc. Date first used: _____ Date last used: _____	YES	NO
12	Illegal Steroids, injected or oral Date first used: _____ Date last used: _____	YES	NO
13	Inhaled any paint, glue, solvents, and gasses for the Date first used: _____ Date last used: _____	YES	NO
14	Poppers, Amy1, nitrate, RUSH etc. Date first used: _____ Date last used: _____	YES	NO
15	Any other illegal substance not listed? Type used? _____ Date first used: _____	YES	NO
16	Have you ever abused any prescription or over the counter drugs, made out to you or anyone else, for the sole purpose of getting "HIGH" or for the drug's affect? Included are drugs such as Valium, Xanax, Codeine, Methadone, Dilaudid, Demerol, drinking Listerine mouthwash, cologne etc.?	YES	NO
17	Have you ever purchased any narcotics, illegal drugs, steroids, or marijuana without a doctor's prescription for you or anyone else? This includes giving someone else money to purchase them for you or to defray the costs etc.	YES	NO
18	Have you ever used any illegal drugs or narcotics on any job or gone to work under the influence of any illegal drug or narcotic?	YES	NO
19	Have you ever sold or received anything of value for any illegal or counterfeit drugs, including marijuana?	YES	NO
20	Have you manufactured illegal drugs or narcotics, including marijuana?	YES	NO
21	Do you currently associate with anyone who uses illegal drugs while in your presence?	YES	NO
22	Have you ever sold or traded anything of value OTHER THAN MONEY, to purchase any illegal drugs, including marijuana?	YES	NO

Please briefly explain the circumstances for YES answers to questions 1 through 22 below:

CRIMINAL EVENTS:

23	Have you ever been placed into protective custody for any reason?	YES	NO
24	Have you ever committed a burglary; residential, auto or commercial?	YES	NO
25	Have you ever received or sold any property you knew or suspected was stolen?	YES	NO
26	Have you ever committed any theft, larceny or shoplifting?	YES	NO
27	Have you ever committed murder or manslaughter, voluntary or involuntary?	YES	NO
28	Have you ever committed auto theft, including taking an automobile for a joy ride?	YES	NO
29	Have you ever been a suspect in a crime, stopped or detained and questioned in reference to any crime?	YES	NO
30	Have you ever forged any checks, credit cards or prescription with the purpose of Defrauding?	YES	NO

Personal Integrity Questionnaire continued

31	Have you ever been arrested as an adult or juvenile? (list the reasons)	YES	NO
32	Have you ever smuggled any contraband into any jail or correctional facility?	YES	NO
33	Have you ever committed aggravated assault or battery against another person?	YES	NO
34	Have you ever committed any act of physical domestic abuse against another person you have been in or are in a relationship with, such as a boyfriend/girlfriend, husband, wife or significant other?	YES	NO
35	Have you ever committed any act of bombing or dangerous use of explosive?	YES	NO
36	Have you ever issued any worthless, insufficient funds checks?	YES	NO
37	Have you ever committed any acts of graffiti, vandalism, or damage to private or public property?	YES	NO
38	Have you ever offered or accepted any bribe for any reason?	YES	NO
39	Have you ever committed any arson or negligent use of fire?	YES	NO
40	Have you ever eluded any police officer, either on foot or in a vehicle?	YES	NO
41	Have you ever committed any act of kidnapping, false imprisonment, or custodial interference?	YES	NO
42	Have you ever counterfeited any money or currency?	YES	NO
43	Have you ever made any obscene, harassing, threatening, annoying, intimidating phone calls, or any false bomb threats for any reason?	YES	NO
44	Have you ever committed any hunting, fishing or boating violation?	YES	NO
45	Have you ever carried any unlawful deadly weapon into any bar or on school premises, other than in the line of duty?	YES	NO
46	Have you ever carried any weapon on your person or in your vehicle for your own personal protection?	YES	NO
47	Have you ever failed to file an income tax report, federal or state?	YES	NO
48	Have you ever been forced to pay any back taxes or penalties for any reason, anywhere, anytime, business or personal?	YES	NO
49	Have you ever shot at any uninhabited/inhabited dwelling, building, and vehicle or at a person, other than in the line of duty?	YES	NO
50	Have you ever impersonated a police officer for any reason?	YES	NO
51	Have you ever altered or possessed a false identification, i.e. driver's license or birth certificate?	YES	NO
52	Have you ever forged another person's signature to any Bill of Sale?	YES	NO
53	Have you ever obstructed or refused to obey any policy officer?	YES	NO
54	Have you ever committed any act of perjury, either in writing or orally, at any hearing, criminal case or civil suit?	YES	NO
55	Have you ever failed to return any rental property such as tapes, tools, equipment or vehicles?	YES	NO
56	Have you ever made a false police or insurance report for any reason?	YES	NO
57	Have you ever been the target or subject of any grand jury investigation?	YES	NO
58	Have you ever knowingly committed any federal firearms violation?	YES	NO
59	Have you ever committed sabotage or espionage against the United States?	YES	NO
60	Have you ever committed blackmail, mail fraud or extortion?	YES	NO
61	Have you ever altered any vehicle VIN for any reason?	YES	NO
62	Have you ever falsely obtained any service such as food, utilities, motel, gas, cable TV or garbage without paying for it?	YES	NO
63	Have you ever illegally fired any firearm?	YES	NO
64	Have you ever obtained welfare or public assistance benefits you were not entitled to, i.e. unemployment, aid for dependent children or food stamps?	YES	NO
65	Have you ever aided or concealed a wanted felon from any policy agency?	YES	NO
66	Have you ever been the subject of any restraining order?	YES	NO
67	Have you ever caused the death of another, intentionally or unintentionally?	YES	NO
68	Have you ever been the subject of any arrest warrant?	YES	NO
69	Have you ever been the subject of any search warrant?	YES	NO
70	Have you ever committed any robbery?	YES	NO
71	Have you ever purposely provided any false information to any police officer i.e. date of birth, social security number, or name?	YES	NO
72	Have you ever been issued a misdemeanor citation for any reason other than traffic Violations?	YES	NO

Personal Integrity Questionnaire continued

73	Have you ever committed any act of embezzlement?	YES	NO
74	Have you ever been placed on court probation?	YES	NO
75	Have you ever been paroled or are you currently serving parole or probation?	YES	NO
76	Have you ever been a "look-out", "get-away driver" or aided, in any way, any illegal act or crime?	YES	NO
77	Have you ever reported or made a false fire alarm?	YES	NO
78	Have you ever tampered with any evidence for any reason?	YES	NO

Please briefly explain the circumstances for YES answers to questions 23 through 78 below:

RELATIONSHIP EVENTS:

79	Have you ever committed any forcible or criminal sex act, other than rape, against any person?	YES	NO
80	Have you ever committed any act of rape or criminal sexual contact of another?	YES	NO
81	Have you ever engaged in any type of sexual abuse?	YES	NO
82	Have you ever engaged in any type of sexual harassment?	YES	NO
83	Have you ever contributed to the delinquency of any minor by providing any liquor or illegal drugs or having sex with them?	YES	NO
84	Have you ever patronized or procured any prostitute?	YES	NO
85	Have you ever committed any act of prostitution for anything of value?	YES	NO
86	Have you ever committed any act of indecent exposure, incest or forcible sodomy?	YES	NO
87	Have you ever physically abused or sexually molested any child?	YES	NO
88	Have you every physically, sexually, or psychologically abused any mentally or physically handicapped or elderly person?	YES	NO
89	Have you ever been involved in a civil/domestic proceeding?	YES	NO

Please briefly explain the circumstances for YES answers to questions 79 through 89 below:

Personal Integrity Questionnaire continued

JOB AND WORK HISTORY:

90	Have you ever had any alcoholic beverages during work hours contrary to any company policy?	YES	NO
91	Have you ever sued any employer, past or present, in any civil action lawsuit for any reason?	YES	NO
92	Have you ever received counseling, a written reprimand, been suspended or relieved of duty for any reason, at any job you have ever had?	YES	NO
93	Have you ever been fired from, given the option to resign or resigned to avoid termination from any job?	YES	NO
94	Have you ever been refused a security clearance or have lost a security clearance at any job you have worked, or lied or misrepresented any fact in any application or process to secure a security clearance?	YES	NO

TRAFFIC RELATED EVENTS:

95	Have you ever been involved in a traffic crash in which you were the driver?	YES	NO
96	Have you ever received any traffic citations?	YES	NO
97	Have you ever had your driver's license suspended, revoked or placed on negligent operator status for any reason?	YES	NO
98	Are any vehicles currently registered to you not insured, for any reason?	YES	NO
99	Have you ever had a driver's license issued to you other than by the State of New Mexico? If yes, List the state, date licensed and license number.	YES	NO
100	Have you ever committed a hit and run accident on either public or private property?	YES	NO
101	Do you currently possess a valid driver's license? List the state, expiration date and the license number.	YES	NO
102	Have you ever been arrested for driving while intoxicated?	YES	NO

MISCELLAENEUS ISSUES:

103	Have you ever been evicted from any place you have ever lived?	YES	NO
104	Have you ever been involved in a physical fight?	YES	NO
105	Have you ever been a member of or had any gang affiliations?	YES	NO
106	Have you ever committed any animal control violations? i.e. cruelty to, abandonment or death of any domestic animal, been issued any citations or written warnings for any animal violations?	YES	NO
107	Have you ever been investigated or sued for any civil or federal rights violations?	YES	NO
108	Have you ever been the subject of any polygraph examination?	YES	NO
109	Have you ever changed your name or used another person's name for any reason?	YES	NO
110	Do you currently have any prejudices against any specific group of people that you feel you would not be able to comfortably work with?	YES	NO
111	Have you ever violated a court order of any kind or been held in contempt of court for any reason?	YES	NO
112	Have you ever applied to any other law enforcement agencies? (If you have applied with SCDC before also answer yes).	YES	NO
113	Have you ever committed any dishonest act in any police, detention or corrections officer selection process, to remain a candidate?	YES	NO
114	Have you ever attended or participated in any cock or dog fighting?	YES	NO
115	Have you ever failed any background investigation for any law enforcement position or agency?	YES	NO
116	Are you currently awaiting any court date (s) for any reason?	YES	NO
117	Have you ever been placed in a pre-prosecution program by any court, judge or court official for any reason?	YES	NO
118	Have you ever altered any serial number or ID marks?	YES	NO
119	Have you ever smuggled, transported or concealed illegal aliens?	YES	NO
120	Have you ever been a member or associated with any radical organization such as	YES	NO

Personal Integrity Questionnaire continued

READ CAREFULLY and SIGN

I have read the above questions thoroughly and completely. I understand the above questions and I have answered them truthfully. I agree to this statement of my own free will and have not been subject to any mental or physical force or coercion of any kind. I am aware that any falsification or omission of any true information made on this questionnaire may cause my name to be removed from the eligibility list or be the cause of immediate dismissal, if any employment has been made. I know and understand what I am doing. **I FULLY UNDERSTAND THE INFORMATION I HAVE PROVIDED WILL BE VERIFIED BY AN EXTENSIVE BACKGROUND INVESTIGATION BY THE SANDOVAL COUNTY DETENTION CENTER AND/OR THEIR AGENTS OR ASSIGNEES.**

Candidate's printed name: _____ Date: _____

Candidate's signature: _____

Candidate's date of birth _____ Candidate's social security number _____

NOTARY PUBLIC

State of _____

County of _____

This instrument was acknowledged before me on this _____ day of _____, 20____, by

(Notary Seal)

Notary Public



SCDC



Authorization for Release of Information and Waiver of Liability (Page 1)

I, _____ do hereby authorize a review of and full disclosure of all records and information concerning myself to any duly authorized representative of the Sandoval County Detention Center, whether said records are of a public, private, or confidential nature. This authorization does not include any medical records or worker's compensation claims. The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions, employment and pre-employment records (including background reports, efficiency ratings, Credit Check(s), internal affair investigations, or grievances filed by or against me, or complaints including sexual harassment complaints filed against me), criminal justice agency records and related information, and the records and recollections of attorneys at law, or other counsel, whether representing me or another person in any case (either criminal or civil) in which I presently have, or have had, an interest, excluding any medical malpractice cases or worker's compensation claims.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the Sandoval County Detention Center.

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Authorization for Release of Information and Waiver of Liability (Page 2)

By signing below, I also certify that any person(s) who may furnish such information concerning me shall not be held legally accountable for giving this information in any way; and I do hereby release said person(s) from any liability which may be incurred as a result of furnishing such information. Copies of this release shall be as valid as an original thereof, even though the photocopy does not contain an original writing of my signature.

Applicant Signature

Date of Birth

Social Security Number

Address/ City / State / Zip Code

NOTARY PUBLIC

State of _____

County of _____

Subscribed and sworn to before me this _____ day of _____, 20__

(Notary Seal)

Notary Public

SANDOVAL COUNTY DETENTION CENTER COMPLIANCE WITH
MANDATORY CRIMINAL HISTORY CHECKS

I, _____ (name of employee), as an employee of the Sandoval County Detention Center, understand and agree to submit to criminal background checks every one-hundred eighty (180) days. I further understand this criminal background check is a mandatory standard imposed upon Sandoval County by the United States Marshalls Service and the Sandoval County Detention Center has no power to refuse to perform these criminal background checks as long as the Sandoval County Detention Center houses federal detainees.

I further understand that a negative criminal background report may jeopardize my employment. However, no Sandoval County Detention Center employee will be discharged as a result of the criminal background check without due process of law, strict compliance with the Sandoval County Personnel Ordinance and the Standard Operating Procedures of the Sandoval County Detention Center, and a full and complete opportunity to rebut the results of the criminal background check.

By signature hereto, I am not giving up any rights granted to me by state, federal or local laws or ordinances. However, I further understand the Sandoval County Detention Center is complying with a directive of the United States Marshalls Service and the ability of Sandoval County to waive negative criminal background reports may be limited.

Failure to perform a criminal background check each one-hundred eighty (180) day period does not constitute a waiver of the right to perform such checks at any future time, without notice to the employee.

Employee signature

Employee's name (printed)

NOTARY PUBLIC

State of _____

County of _____

Subscribed and sworn to before me this _____ day of _____, 20__

(Notary Seal)

Notary Public



**Sandoval County Detention Center (SCDC)
HUMAN RESOURCES**

This position involves contact with inmates in a correctional facility (prison and jail) or lockup. As required by the Prison Rape Elimination Act of 2003 (PREA), all applicants who may have contact with an inmate in a correctional facility (prison and jail) or lockup as described in the law must answer the three questions below to determine their eligibility for this position.

In accordance with Federal law, the SCDC shall not hire nor promote anyone who may have contact with inmates who:

(A) Has engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility or other institution.

Have you engaged in sexual abuse as described in (A) above?

_____ Yes _____ No

(B) Has been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse.

Have you been convicted of engaging or attempting to engage in sexual activity as described in (B) above?

_____ Yes _____ No

(C) Has been civilly or administratively adjudicated (there was a formal finding and a judgment or decision was rendered in a civil or administrative proceeding) to have engaged in the activity described in (B) above?

Have you been civilly or administratively adjudicated to have engaged in the activity described in (B) above?

_____ Yes _____ No

I certify that my responses to the questions in this questionnaire are true and correct to the best of my knowledge, and I agree and understand that any misstatements of material facts herein may cause forfeiture of all rights to any employment in the service of the State of New Mexico.

Print Name

Date

Signature