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# **Annual Report of Diversity in Law Enforcement Recruitment and Hiring**

**Ocean- Ocean Township Police Department**

**Time Period: December 7, 2021 to December 31, 2021**

*Reporting Requirement: N.J.S.A. 52:17B-4.10*

Agency Name:  
Year:

Ocean- Ocean Township Police Department  
December 7, 2021 to December 31, 2021

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***Applicant and Hiring Process Summary***

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Ocean- Ocean Township Police Department is a Municipal law enforcement agency. During the time period covering December 7, 2021 to December 31, 2021 the agency did not receive applications for law enforcement officers. The agency's hiring process is not governed by Civil Service Regulations.

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For Ocean- Ocean Township Police Department in the above time period, the applicant and hiring process included the following methods of identifying applicants:

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During the hiring process, Ocean Township Police Department included the following elements to identify the most qualified applicants:

During the hiring process, Ocean Township Police Department considers an applicant to be appointed

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## Annual Summary of Law Enforcement Diversity: Applicant Summary

	# % of Total Applicants			# % of Total Applicants	
Total Applicants	0	-	Direct Hire Applicants	0	-
Total Applicants Appointed	0	-	Transfer Applicants	0	-
Total Applicants Not Appointed	0	-	Waiver Applicants	0	-
			CSC Exam Exempt Direct Hire Applicants	0	-

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## Annual Summary of Law Enforcement Diversity: Applicant Demographic Summary

		Total Applicants	% of Total	Direct Hire Applicants	Transfer Applicants	Waiver Applicants
<i>Gender</i>	Total Male	0	-	0	0	0
	Total Female	0	-	0	0	0
	Total X or Non-Binary	0	-	0	0	0
<i>Sexual Orientation</i>	LGBTQ+	0	-	0	0	0
	Not LGBTQ+	0	-	0	0	0
<i>Race/ Ethnicity</i>	Total American Indian or Alaska Native alone	0	-	0	0	0
	Total Asian alone	0	-	0	0	0
	Total Black or African American alone	0	-	0	0	0
	Total Native Hawaiian/ other Pacific Islander alone	0	-	0	0	0
	Total White alone	0	-	0	0	0
	Total Two or more races alone	0	-	0	0	0
	Total Other alone	0	-	0	0	0
	Total Hispanic or Latino	0	-	0	0	0
<i>Age</i>	Total 18-29	0	-	0	0	0
	Total 30-39	0	-	0	0	0
	Total 40-49	0	-	0	0	0
	Total 50-59	0	-	0	0	0
	Total 60-69	0	-	0	0	0
	Total 70+	0	-	0	0	0

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## Annual Summary of Law Enforcement Diversity: Applicants

### Applicants: Gender, Race & Age Demographics

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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## Annual Summary of Law Enforcement Diversity: Applicants

### Applicants: Sexual Orientation Demographics

	Male	Female	X or Non-Binary	American Indian or Alaska Native alone	Asian alone	Black or African American alone	Native Hawaiian / other P. I. alone	White alone	Two or more races alone	Other alone	Hispanic or Latino
LGBTQ+	0	0	0	0	0	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0	0	0	0	0	0

	Age: 18-29	Age: 30-39	Age: 40-49	Age: 50-59	Age: 60-69	Age: 70+
LGBTQ+	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0

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***Appointed Applicants: Gender, Race, & Age Demographics***

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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**Appointed Applicants: Sexual Orientation Demographics**

	Male	Female	X or Non-Binary	American Indian or Alaska Native alone	Asian alone	Black or African American alone	Native Hawaiian / other P. I. alone	White alone	Two or more races alone	Other alone	Hispanic or Latino
LGBTQ+	0	0	0	0	0	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0	0	0	0	0	0

  

	Age: 18-29	Age: 30-39	Age: 40-49	Age: 50-59	Age: 60-69	Age: 70+
LGBTQ+	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0



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***Not Appointed Applicants: Gender, Race, and Age Demographics***

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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***Not Appointed Applicants: Sexual Orientation Demographics***

	<i>Male</i>	<i>Female</i>	<i>X or Non-Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
LGBTQ+	0	0	0	0	0	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0	0	0	0	0	0

  

	<i>Age: 18-29</i>	<i>Age: 30-39</i>	<i>Age: 40-49</i>	<i>Age: 50-59</i>	<i>Age: 60-69</i>	<i>Age: 70+</i>
LGBTQ+	0	0	0	0	0	0
Not LGBTQ+	0	0	0	0	0	0

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***Not Appointed Applicant- Reasons***

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	<b>% of Total Not # Appointed Applicants</b>		<b>% of Total Not # Appointed Applicants</b>
Academy Failure	0 -	Failed Background check- other	0 -
Applicant Withdrawal	0 -	Failed Drug Test	0 -
Defer	0 -	Interview Panel Recommendation	0 -
Did not meet minimum qualifications	0 -	Other	0 -
Failed background check- Criminal History	0 -	Physical Qualification Exam	0 -
Failed background check- Financial	0 -	Residency Requirement	0 -
		Written Exam	0 -

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***Not Appointed Applicants- Reasons by Gender & Race***

	<b><i>Male Applicants</i></b>							
	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Academy Failure	0	0	0	0	0	0	0	0
Applicant Withdrawal	0	0	0	0	0	0	0	0
Defer	0	0	0	0	0	0	0	0
Did not meet minimum qualifications	0	0	0	0	0	0	0	0
Failed background check- Criminal	0	0	0	0	0	0	0	0
Failed background check- Financial	0	0	0	0	0	0	0	0
Failed Background check- other	0	0	0	0	0	0	0	0
Failed Drug Test	0	0	0	0	0	0	0	0
Interview Panel Recommendation	0	0	0	0	0	0	0	0
Physical Qualification Exam	0	0	0	0	0	0	0	0
Residency Requirement	0	0	0	0	0	0	0	0
Written Exam	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0

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***Not Appointed Applicants- Reasons by Gender & Race***

***Female Applicants***

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Academy Failure	0	0	0	0	0	0	0	0
Applicant Withdrawal	0	0	0	0	0	0	0	0
Defer	0	0	0	0	0	0	0	0
Did not meet minimum qualifications	0	0	0	0	0	0	0	0
Failed background check- Criminal	0	0	0	0	0	0	0	0
Failed background check- Financial	0	0	0	0	0	0	0	0
Failed Background check- other	0	0	0	0	0	0	0	0
Failed Drug Test	0	0	0	0	0	0	0	0
Interview Panel Recommendation	0	0	0	0	0	0	0	0
Physical Qualification Exam	0	0	0	0	0	0	0	0
Residency Requirement	0	0	0	0	0	0	0	0
Written Exam	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0

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***Not Appointed Applicants- Reasons by Gender & Race***

***X or Non-Binary Applicants***

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Academy Failure	0	0	0	0	0	0	0	0
Applicant Withdrawal	0	0	0	0	0	0	0	0
Defer	0	0	0	0	0	0	0	0
Did not meet minimum qualifications	0	0	0	0	0	0	0	0
Failed background check- Criminal	0	0	0	0	0	0	0	0
Failed background check- Financial	0	0	0	0	0	0	0	0
Failed Background check- other	0	0	0	0	0	0	0	0
Failed Drug Test	0	0	0	0	0	0	0	0
Interview Panel Recommendation	0	0	0	0	0	0	0	0
Physical Qualification Exam	0	0	0	0	0	0	0	0
Residency Requirement	0	0	0	0	0	0	0	0
Written Exam	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0

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***Current Officers and Promotional Process Summary***

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Ocean- Ocean Township Police Department is a Municipal law enforcement agency. During the time period covering December 7, 2021 to December 31, 2021 the agency did not receive applications for a promotional opportunity. The agency's promotional process is not governed by Civil Service Regulations.

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For Ocean- Ocean Township Police Department in the above time period, the promotional included the following methods of identifying qualified officers:

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## Annual Summary of Law Enforcement Diversity: Current Officers Summary

		#	% of Total Officers
	Total Officers	0	-
	Total Officers Eligible for Promotion	0	-
	Total Officers Applied for Promotion	0	-
	Total Officers Promoted	0	-
<i>Gender</i>	Total Male	0	-
	Total Female	0	-
	Total X or Non-Binary	0	-
	Total American Indian or Alaska Native alone	0	-
<i>Race/ Ethnicity</i>	Total Asian alone	0	-
	Total Black or African American alone	0	-
	Total Native Hawaiian or other Pacific Islander alone	0	-
	Total White alone	0	-
	Total Two or more races alone	0	-
	Total Other alone	0	-
	Total Hispanic or Latino	0	-
	<i>Age</i>	Total 18-29	0
Total 30-39		0	-
Total 40-49		0	-
Total 50-59		0	-
Total 60-69		0	-
Total 70+		0	-



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## Annual Summary of Law Enforcement Diversity: Current Officers and Promotions

### Current Officers

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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**Officers Eligible for Promotion**

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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**Officers who Applied for a Promotion**

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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### Officers Promoted

	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Male	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
X or Non-Binary	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

	<i>Male</i>	<i>Female</i>	<i>X or Non- Binary</i>	<i>American Indian or Alaska Native alone</i>	<i>Asian alone</i>	<i>Black or African American alone</i>	<i>Native Hawaiian / other P. I. alone</i>	<i>White alone</i>	<i>Two or more races alone</i>	<i>Other alone</i>	<i>Hispanic or Latino</i>
Age: 18-29	0	0	0	0	0	0	0	0	0	0	0
Age: 30-39	0	0	0	0	0	0	0	0	0	0	0
Age: 40-49	0	0	0	0	0	0	0	0	0	0	0
Age: 50-59	0	0	0	0	0	0	0	0	0	0	0
Age: 60-69	0	0	0	0	0	0	0	0	0	0	0
Age: 70+	0	0	0	0	0	0	0	0	0	0	0

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**Officers Promoted**

	<i>Promoted to Sergeant</i>				<i>Promoted to Lieutenant</i>				<i>Promoted to Captain</i>			
	<i>Male</i>	<i>Female</i>	<i>X or Non-Binary</i>	<i>Total</i>	<i>Male</i>	<i>Female</i>	<i>X or Non-Binary</i>	<i>Total</i>	<i>Male</i>	<i>Female</i>	<i>X or Non-Binary</i>	<i>Total</i>
American Indian or Alaska Native alone	0	0	0	0	0	0	0	0	0	0	0	0
Asian alone	0	0	0	0	0	0	0	0	0	0	0	0
Black or African American alone	0	0	0	0	0	0	0	0	0	0	0	0
Native Hawaiian / other P. I. alone	0	0	0	0	0	0	0	0	0	0	0	0
White alone	0	0	0	0	0	0	0	0	0	0	0	0
Two or more races alone	0	0	0	0	0	0	0	0	0	0	0	0
Other alone	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic or Latino	0	0	0	0	0	0	0	0	0	0	0	0

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### ***Additional Narrative***

**Narrative Prompts:** A detailed assessment as to whether representation has improved for any previously identified underrepresented groups  
A description of the data used to determine the existence of any underrepresentation.  
Any new or modified Program goals to be implemented in the upcoming year

INSERT SAMPLE TEXT HERE FROM AGENCY.

**SUBMITTING DEMOGRAPHIC DATA TO THE ATTORNEY GENERAL**  
*Instructions for law enforcement*

Pursuant to N.J.S.A. 52:17B-4.10 et seq. and corresponding AG Guidelines on Diversity in Law Enforcement Recruiting and Hiring issued December 7, 2021, law enforcement agencies (as defined by the statute and guidelines) must annually submit to their respective County Prosecutor and to the Attorney General the specified demographic data relating to applicants, current officers, and promoted officers.

The data for 2021 is due **by January 31, 2022**. Note, the first reporting period only includes data from December 7, 2021 through December 31, 2021.

The first report should be submitted by following the below steps.

- **Step 1.** Download the Excel spreadsheet reporting form named Appendix A to the AG Guidelines on Diversity in Law Enforcement Recruiting and Hiring, available at <https://www.nj.gov/oag/dcj/agguide/directives/Appendix-A.xlsx>.
- **Step 2.** Fill out each tab of the Excel spreadsheet—“agency fact sheet”, “applicants”, and “current officers”. Names or other personal identifiers will not be included. Detailed instructions on how to fill out the spreadsheet are available on its “Instructions” tab. Keep in mind the following:
  - DO NOT ALTER THE EXCEL SPREADSHEET IN ANY WAY.
- **Step 3.** Upload the completed Excel spreadsheet by using the box.com link associated with your specific county or state agency in the list below.

Additional Action Items:

- Follow the directions in the “annual report” tab in the Excel spreadsheet to generate a PDF containing this demographic information for use in your agency’s annual report.
- Each County must submit a point of contact and their email address for direct communication regarding these reports. Please submit this POC no later than January 31, 2022 to DAG Robyn Mitchell and DAG Sarah Luciano (email addresses below).

*For questions, please contact Division of Criminal Justice, Prosecutors Supervision and Training Bureau DAG Robyn Mitchell ([MitchellR@njdcj.org](mailto:MitchellR@njdcj.org)) and DAG Sarah Luciano ([LucianoS@njdcj.org](mailto:LucianoS@njdcj.org)).*

**Instructions**  
Annual Law Enforcement Diversity Reporting Form | N.J.S.A. 52:17B-4.10

*Agency Fact Sheet*

COLUMNS	
<b>Instructions</b>	Provide information about your agency's applicant and promotional processes and methods for the time period.
<b>Column D</b>	Select "Yes" or "No" for each question or process or method element. These responses will automatically populate in your Annual Report.

*Applicant Sheet*

COLUMNS	
<b>Instructions</b>	Provide information about all applicants.
<b>Column C</b>	Type the birth year of the applicant formatted as YYYY.
<b>Column D</b>	You do not need to enter anything into this field. This field will automatically calculate the age of the applicant as of 12/31 of the previous year.
<b>Column E</b>	Select the Race of the applicant from the drop down: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or other Pacific Islander, White, Two or more races, or Other
<b>Column F</b>	Select the Ethnicity of applicant from the drop down: Hispanic or Latino, Not Hispanic or Latino
<b>Column G</b>	Select the Gender of the applicant from the drop down: Female, Male, X or Non-Binary
<b>Column H</b>	Indicate whether the applicant identifies as LGBTQ+: Yes or No
<b>Column I</b>	Select the method of application from the drop down: Direct Hire, Transfer, Waiver, or CSC Exam Exempt Direct Hire Applicants
<b>Column J</b>	Select the Application Outcome for the applicant: Appointed to Agency or Not Appointed to Agency
<b>Column K</b>	Select the Reason for not appointing the applicant from the drop down: Academy Failure, Applicant Withdrawal, Defer, Did not meet minimum qualifications, Failed background check-Financial, Failed background check-Criminal History, Failed background check-Other, Failed Drug Test, Interview Panel Recommendation, Other, Physical Qualification Exam, Residency Requirement, Written Exam

**SAMPLE APPLICANT FORM**

Time period: **January 1, 2021 to December 31, 2021**  
 Agency: **Example Police Department**  
 County: **Mercer**

No.	Applicant Demographics						Application Outcome		
	Year of Birth	Age	Race	Hispanic Origin	Gender	LGBTQ+	Applicant type	Outcome	Reason for No Appointment
1	1956	64	Black or African American	Not Hispanic or Latino	Male	Yes	Direct Hire	Not Appointed to Agency	Did not meet minimum qualifications
2	1975	45	American Indian or Alaska Native	Not Hispanic or Latino	X or Non-Binary	No	Transfer	Appointed to Agency	

*Annual Report*

<b>Instructions</b>	The Annual Report will automatically populate based on the information entered into the "Agency Fact Sheet", "Applicant Sheet" and "Current Officer Sheet" WITH TWO EXCEPTIONS. Should you wish to enter an additional narrative regarding hiring or promotions, you may do so on the last page of the Annual Report.  NOTE: THESE BOXES WILL REMAIN HIGHLIGHTED UNLESS TEXT IS ENTERED INTO THE BOX. YOU MAY ENTER "N/A" SHOULD YOU NOT WISH TO PROVIDE ADDITIONAL INFORMATION. You may also provide a separate document with your assessment of improvement and future goals if more space is needed.
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*Current Officer Sheet*

COLUMNS	
<b>Instructions</b>	Provide information about all current officers.
<b>Column C</b>	Type the birth year of the officer formatted as YYYY.
<b>Column D</b>	You do not need to enter anything into this field. This field will automatically calculate the age of the officer as of 12/31 of the previous year.
<b>Column E</b>	Select the Race of the officer from the drop down: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or other Pacific Islander, White, Two or more races, or Other
<b>Column F</b>	Select the Ethnicity of officer from the drop down: Hispanic or Latino, Not Hispanic or Latino
<b>Column G</b>	Select the Gender of the officer from the drop down: Female, Male, X or Non-Binary
<b>Column H</b>	Select Yes or No: Was the officer eligible for promotion during the preceding calendar year?
<b>Column I</b>	Select Yes or No: Did the officer apply for a promotion during the preceding calendar year?
<b>Column J</b>	Select Yes or No: Was the officer promoted during the preceding calendar year?
<b>Column K</b>	Select the old rank of the promoted officer.
<b>Column L</b>	Select the new rank of the promoted officer.

**SAMPLE CURRENT OFFICER FORM**

Time period: **January 1, 2021 to December 31, 2021**  
 Agency: **Example Police Department**  
 County: **Mercer**

No.	Officer Demographics						Current Year Promotion			
	Year of Birth	Age	Race	Hispanic Origin	Gender	Eligible for Promotion	Applied for Promotion	Promoted	Old Rank	New Rank
1	1987	33	White	Not Hispanic or Latino	Male	No	No	Yes	Chief	Sergeant
2	1990	30	White	Hispanic or Latino	Female	Yes	Yes	Yes	Corporal	Lieutenant