Internship Program

Mission Statement:

The goal of the Weld County Sheriff’s Office is to provide a safe working and educational environment for all Interns (students) participating in this program. We will encourage each student to explore the many facets of a rewarding career in Law Enforcement.

Acceptance into the program:

Students wishing to enter into the Weld County Sheriff’s Office Intern Program will be required to submit a volunteer application and go through a criminal history and background investigation. In addition, each new intern must participate in a selection process which includes:

Personal Resume

Personal Essay of approximately 200-250 words answering the following questions:

- Why are you interested in a Weld County Sheriff’s Office internship?
- What can you offer the Weld County Sheriff’s Office as an intern?
- What do you expect to learn from your internship?
- Why have you selected your preferred internship assignments?

It must be noted a criminal conviction before or after entry into this program will be grounds for immediate dismissal. Other criminal activities, without conviction, before or after entry into the program, may also be grounds for program denial or dismissal, and will be judged on a case-by-case basis. All Interns will be subject to the Weld County Sheriff’s General Directive governing Professional Standards and applicable to Sheriff’s Office Employee Applicants.

Internship requests will be processed throughout the year. Acceptance into the program will be dependent upon successful completion of the entire application process and is left to the discretion of the Intern Program Coordinator (IPC). Once the application process is complete, the applicant will be notified of the dates the Sheriff’s Office is able to support the student within the program. The student is responsible to inform the IPC which semester and dates they wish to participate. The student is also responsible to ensure they submit their background package in a timely manner.

Requirements:

In order for a student to be admitted, and retain membership, in the Weld County Sheriff’s Office Internship Program, students must be enrolled as a full-time student at an accredited college or
university and must be able to maintain a minimum 2.5 GPA. Students will be allowed to participate in the program throughout the year. Internships must be completed within the boundaries of their University’s semester and hours per credit requirements and semester time frames. It is the student’s responsibility to provide the IPC with your school’s requirements and semester time frames. Some internship assignments might require the student to work rotating shifts or a tour-of-duty outside normal business hours prior to accepting the internship. Students may be employed part-time provided their work hours do not interfere with their Weld County Sheriff’s Office assignments and work hours. All students will complete professional paper detailing a project they completed or program they participated in to be graded as pass/fail by the IPC. Interns are encouraged to use this requirement to complete at least one major project while at the Sheriff’s Office that they will be able to use as an example of their work for future job endeavors. All students will attend a formal exit interview.

Academic requirements are an agreement between the intern’s college or university and the intern. The intern will be solely responsible for meeting the requirements of the college or university.

Rules:

Interns will, at all times, conduct themselves appropriately as a representative of the Law Enforcement community.

All students will be subject to the Sheriff’s Office Policies and Procedures Manual, which will be made available upon acceptance into the internship program. Students should review the manual prior to reporting for duty. Students will practice good moral judgment and present themselves in a professional manner. In addition, interns must be in good physical condition in order to meet the everyday demands of the law enforcement field.

Interns accepted into the program will be provided with an overview of the Weld County Sheriff’s Office which will include a tour of the entire office and introduction to appropriate division personnel.

Interns will be required to follow Weld County Sheriff’s Office policy {2.6.0 PERSONNEL, http://colocode.com/weld/weld_03.pdf } in regards to their attire when reporting for duty. Please note that, “employees are expected to dress neatly and appropriately and practice good grooming and hygiene.” Additionally, “employees…with public contact are not authorized to wear blue denim jeans to work except on the day before the 4th of July…and on the Friday of the week of the County Fair. Shorts are not authorized to be worn by any County employees while at work.”

An intern is a college student working as a non-paid volunteer for the Weld County Sheriff’s Office. Interns work with commissioned police professionals who provide supervision, training, and direction. Interns provide their duties under the general authority of the Sheriff.

Intern responsibility will normally be limited to observing and reporting. The intern will not take enforcement action except in those situations which would afford citizens the authority to affect
a citizen’s arrest of a person suspected of committing a crime, or at the direction of a peace officer.

Interns will participate in several Ride Along opportunities. During these opportunities they will abide by all rules and governances covered in the Weld County Sheriff’s Office Ride Along Information and Application packet as if they were in fact participating in the Ride Along program singularly.

### Proposed Weld County Sheriff’s Office Intern Program Outline

- **Week 1** – 10 hour 911/Dispatch Observation Dispatch Day / Swing Shift
- **Weeks 2 & 3** – 20 hours Ride Along District / Patrol Deputy Day / Swing / Night Shifts
- **Week 4** – 10 hours Ride Along Traffic Deputy Swing Shift
- **Weeks 5 & 6** – 20 hours CRO Deputy Day Shift
- **Weeks 7 & 8** – 20 hours Investigations Deputy Day Shift
- **Weeks 9 & 10** – 20 hours Crime Analysis Day Shift
- **Week 11** – 10 hour Records Day / Swing Shift
- **Weeks 12-15** – 40 hour Area of Interest Deputy Day/Swing Shift
Weld County Sheriff’s Office – Intern Program

INTERN INFORMATION

Name: ______________________________ Date of Birth: ______________________________
Address: ____________________________ Telephone: (      )      -
____________________________________ School: _____________________________
Emergency Contact: ___________________ School Telephone/Contact: (      )      -

CONDITIONS OF INTERNSHIP

1. During your internship, you will work in various divisions within the Sheriff’s Office. The police officers with whom you will be working will be assigned their normal duties. These duties often involve danger or serious risk. The police officers will NOT avoid hazardous situations simply because you are present. While every effort will be made to ensure your safety, the first responsibility of any officer is to carry out his/her duties.

2. In case of emergency, you must immediately and without question comply with any orders or directions given to you by any police officer. This is for your safety.

3. All Ride Along participants will remain in the front seat of the patrol unit unless permitted by the assigned Deputy to exit the vehicle on on-hazardous calls.

4. All interns are reminded that their role is strictly that of an observer, at no time will you present yourself in fact or in spirit as an employee of the Weld County Sheriff’s Office or as a Deputy.

RELEASE AND INDEMNIFICATION

1. I understand that the program is inherently dangerous and involves risks including, but not limited to, bodily injury, personal injury, psychological injury, sickness, disease, death, or properly damage and/or loss. I further understand that such risks may arise from a variety of foreseeable and unforeseeable circumstances connected with my participation in the Program, including, but not limited to the following: vehicular accidents, use of weapons, unlawful acts or forcible resistance, law violators or suspected law violators, assault, riot, breach of the peace, fire, explosives, gas, electrocution, or the escape of hazardous substances.

2. I do hereby agree that the County of Weld, Sheriff John Cooke, his sureties, all members of the Weld County Sheriff’s Office, their sureties, and each of them shall not be responsible or Liable for any injury, damage, loss or expense, either to me or my property, incurred while riding in any vehicles assigned to the weld County Sheriff’s Office or while accompanying any member or members of said department during the performance of their official duties and resulting from any negligent act or omission on the part of any member of the Weld County Sheriff’s Office.
3. For myself, my heirs, executors, administrators, and assignees to defend and indemnify the County of Weld, Sheriff John Cooke, all members of the Weld County Sheriff’s Office, their sureties and each of them, against any and all manner of actions, causes of actions, suites, debts, claims, demands, or damages or liability or expense of every kind and nature incurred or arising by reason of any actual or claimed negligent or wrongful act or omission while riding in any vehicle assigned to the Weld County Sheriff’s Office or while accompanying any member or members of said Sheriff’s Office during the performance of their official duties.

Signature (Full Name)____________________________________________ Date ________________________

PRINT FULL NAME: _____________________________________________

Subscribed and sworn to before me this ________ day of ________________, 20____.

__________________________________________
NOTARY PUBLIC

My Commission expires: ______________
RELEASE AND WAIVER

To Whom It May Concern:

I hereby authorize any Deputy Sheriff or other authorized representative of the Weld County Sheriff’s Office bearing this release, or a copy of it, within one year of its date, to obtain any information in your files pertaining to my employment, credit or educational records including, but not limited to academic achievement, attendance, athletic, personal history, performance report, background investigations, Criminal History, Law Enforcement contacts, criminal records, polygraph examination results, any and all internal affairs investigations and disciplinary records, and credit records.

I also hereby authorize any Deputy Sheriff or other authorized representative of the Weld County Sheriff’s Office bearing this release or a copy of it, within one year of its date, to obtain any Worker’s Compensation records in the files of my current or former employer(s) or any current or former physician(s), or both, which pertain to my employment.

I hereby direct you to release this information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for the official use of the Weld County Sheriff’s Office.

Consent is granted for the Weld County Sheriff’s Office to furnish the information described to third parties in the course of fulfilling its official responsibilities. I further understand that I waive any right or opportunity to read or review any background investigation report by the Weld County Sheriff’s Office.

I hereby release you, as the custodian of such records, and any school, college, university, or other educational institution, credit bureau, lending institution, consumer reporting agency, Law Enforcement Agency or retail business establishment including its officers, employees, or related personnel both individually and collectively, from any and all liability for damage of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. Should there be any questions as to the validity of this release, you may contact me as indicated below.

____________________________________________________
_________________________
Signature (Full Name)       Date

PRINT FULL NAME: _____________________________________________
CURRENT ADDRESS:  _______________________________________________________________________

PHONE: DAY ( ) __________________________  NIGHT ( )

Subscribed and sworn to before me this _________ day of ____________________, 20_____.

__________________________________________
NOTARY PUBLIC
1950 “O” Street
Greeley, CO 80634

My Commission expires: _______________
**Internship Application**

Fill out this application completely. Please type or print neatly in ink. Return to:

**Weld County Sheriff’s Office**  
1950 “O” Street  
Greeley, CO 80631

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**PERSONAL INFORMATION**

| Full Legal Name:______________________________________________________________ |
| (Last) (First) (Middle) |

ATTACH ON PAPER IF OTHER NAMES HAVE BEEN USED

<table>
<thead>
<tr>
<th>Date of Birth:<em><strong>/</strong></em>/____</th>
<th>Place of Birth:________________________________________</th>
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<tr>
<th>Driver’s License Number:____________________</th>
<th>State:______</th>
<th>Exp Date:<em><strong>/</strong></em>/____</th>
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<tr>
<th>Social Security Number:_____________________</th>
<th>Email Address:_____________________</th>
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<tr>
<th>Emergency Contact Name:______________________________________________________</th>
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<table>
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<tr>
<th>Phone Number:__________________________</th>
<th>Relationship:_________________________</th>
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<tr>
<th>Home Phone:_________________________</th>
<th>Work/Cell Phone:________________________</th>
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</table>

| Current Address:______________________________________________________________ |
| (Number) (Street) (Apt #) |

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<tr>
<th>(City) (State) (Zip Code)</th>
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<tr>
<th>How long at this Address?:________________</th>
<th>If less than 5 years, please attach others.</th>
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<table>
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<tr>
<th>Are you a resident of Weld County?</th>
<th>Yes ☐ / No ☐</th>
<th>How Long?:___________</th>
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</thead>
</table>

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<tr>
<th>Do you have access to personal transportation?</th>
<th>Yes ☐ / No ☐</th>
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</table>

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<tr>
<th>Have you ever been convicted of a crime?</th>
<th>Yes ☐ / No ☐</th>
<th>If yes, please explain on back.</th>
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</thead>
</table>

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<tr>
<th>Are you Colorado State POST* Certified?</th>
<th>Yes ☐ / No ☐</th>
<th>If yes, attach copy.</th>
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</thead>
</table>

*Peace Officers Standards & Training

| State of Colorado Certificate Number:_____________________________________________ |
Internship Memo of Understanding

To Whom It May Concern;

I ______________________________ have applied for an unpaid internship with the Weld County Sheriff’s Office. I understand that this is an unpaid, volunteer position. At no time will I present myself in fact or in spirit as an employee of the Weld County Sheriff’s Office or as a Deputy.

As part of my internship I understand that I will present myself at all times in a professional manner, this includes but is not limited to, maintaining a professional appearance while interning, adhering to the Weld County and Sheriff’s Office dress codes, and abiding by all standards set forth for volunteers and employees in the County Handbook and Sheriff’s Office Manual.

I understand that while I am interning my conduct outside of the Sheriff’s Office may reflect upon the Sheriff’s Office and conduct violating the Weld County or Sheriff’s Office Employee Handbooks or bringing disrepute upon the Sheriff’s Office or Weld County may result in expulsion without credit from the Internship Program at the Sheriff’s Office.

I understand that I am interning at a law enforcement agency. Therefore, there may be circumstances that could result in expulsion from the Internship Program that may not exist at other internship programs. These circumstances may include, but are not limited to, behavior that could result in a felony charge, illegal drug use, underage or illegal alcohol use or behavior stemming from underage or illegal alcohol use, guilty plea to any legal charge, or breach of confidentiality of privy Sheriff’s Office information.

By signing below, I affirm that I have read or have had explained to me all of the rules and regulations of the Internship Program at the Weld County Sheriff’s Office. I also understand that these rules and regulations may be adjusted as needed and that I will be informed of any changes in writing.

_________________________________________  _________________________
Signature (Full Name)    Date

PRINT FULL NAME: _____________________________________________

Subscribed and sworn to before me this _________ day of _____________, 20____.

__________________________________________  
NOTARY PUBLIC

My Commission expires: ________________
Professional Standards

Directive Number: TBD  Effective Date: December 1, 2008

Title: Applicant Qualifications & Disqualifications

References: Weld County Code; Weld County Sheriff’s Office Policy Manual (2007)

Rationale:

Applicant pre-screening must be initially evaluated to ensure applicants meet minimum qualifications and have desired personal characteristics consistent with Weld County Sheriff’s Office Guiding Principles.

Purpose:

The purpose is to reduce potentially large candidate pools to a more manageable number that can be progressed through different testing and assessment phases in the Weld County Sheriff’s Office hiring practices. The Weld County Sheriff’s Office strives to pick the best candidates based on personal qualifications and personal history.

Criteria for Effective Screening:

Efficiency – With large candidate pools, it is important that each applicant’s personal information is evaluated effectively and efficiently. Manual reviews are problematic, time consuming and burdensome.

Validity – Validity deals with the accuracy of predicting successful job performance based on the information collected.

Legal Defensibility – Weld County Sheriff’s Office collects only non discriminatory information during the application stage. For example, it is unlawful to ask an applicant for their date of birth or age but it would be lawful to ask if the candidate is 18 years old or older. Detailed and specific questions may be asked once the applicant phases into the “candidate” stage.

Fairness – Weld County Sheriff’s Office is compliant with all provisions of equal employment opportunity laws. Recruiting and selection are based on the applicant’s ability, knowledge and skills. Weld County Sheriff’s Office recruits and selects employees without regard to race, sex, religion, color, age, national origin, disability or veteran status.
Coverage – Weld County Sheriff’s Office uses all relevant applicant information in the decision making process regarding progression of applicants from step to step in the applicant hiring process.

Procedure:

The concept of NeoGov is a progressive step process in which an applicant is advanced to the next step after successfully completing the previous step.

The applicant makes initial application through NeoGov and answers a questionnaire establishing required credentials for the position the applicant is applying for. The questionnaire also seeks information from the applicant regarding undesirable characteristics. (See appendix)

Once the applicant has submitted his or her application, a filtering effect is applied to the applications. The applications meeting basic requirements and have no undesirable characteristics are passed to the next step. The applications which do not meet minimum standards are reviewed by the Internal Affairs / Professional Standards Commander who will make the decision to disqualify the applicant or to allow the applicant to advance to the next step. In some instances, immediate disqualification is made and in other instances, more information is needed to render an informed decision regarding an applicant’s disqualification.

The Internal Affairs / Professional Standards Commander will review the on-line applications through NeoGov and will advance those applicants who meet minimum qualifications. The applicants who do not meet minimum requirements will be disqualified and notified either by email or direct mailing, a choice the applicant makes during the application process.

The applicants who participate in testing or formal interviews and are deemed to have not passed testing or the formal interview will be notified of the disqualification either by email or direct mailing, a choice the applicant makes during the application process.

In some instances, an applicant may be immediately disqualified during the Polygraph Examination, not necessarily for failing the polygraph, but for confessing to or revealing disqualifying information to the examiner. The Polygraph Examiner has the authority to make immediate disqualification decisions and will notify the applicant of the disqualification and the reasons they were disqualified. If the applicant is not immediately disqualified, the Internal Affairs / Professional Standards Commander will review the polygraph report, compile a formal recommendation of disqualification, and send the document to the Sheriff via Chain of Command. If the disqualification is approved by the Sheriff, the applicant will be notified either by email or direct mailing, a choice the applicant makes during the application process.

Applicant disqualification may also occur at the recommendation of the Background Investigator or the Department Psychologist. In these instances, the Internal Affairs / Professional Standards Commander will review the report and any associated documentation from the Background Investigator or Department Psychologist. If the recommendation for disqualification is warranted, the Internal Affairs / Professional Standards Commander will compile a formal recommendation of disqualification and send the document to the Sheriff via Chain of Command. If the disqualification is approved by the Sheriff, the applicant will be notified either by email or direct mailing, a choice the applicant makes during the application process.

If the applicant wishes to appeal the disqualification, he or she may do so in writing to the Internal Affairs / Professional Standards Commander. The Internal Affairs / Professional
Standards Commander will attached the appeal from the applicant and written documentation supporting the disqualification to the Sheriff through the Chain of Command.

The Internal Affairs / Professional Standards Commander will notify the applicant of the outcome of the appeal by direct mailing.

Weld County Code 3-2-10 Equal Employment Opportunity; Section B; #4 indicates any applicant who applies for a job with Weld County and feels there may have been illegal discrimination on the basis of race, color, religion, sex, national origin, belief, age or disability during the application/job selection process may appeal the alleged discrimination in writing to the Weld County Director of Finance and Administration.

Specific Job requirements can be referenced in the individual job descriptions maintained by the Personnel Technician.

The following two charts depict basis disqualifying attributes regarding criminal behavior, tendencies and drug use history.
<table>
<thead>
<tr>
<th>Criminal History / Activity</th>
<th>Disqualification Period</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Prior 12 Months</td>
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<td></td>
<td>Prior 36 Months</td>
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<td>Prior 60 Months</td>
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<td></td>
<td>Individual Review</td>
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<td></td>
<td>Permanent DQ</td>
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<tr>
<td>Current member or supporter of any group which seeks to alter the form of government of the United States of America by unconstitutional means <em>(Reference C.R.S 18-11-101 through 18-11-205)</em></td>
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<tr>
<td>Current member or supporter of any group which advocates unlawful, anarchistic &amp; seditious associations <em>(Reference C.R.S 18-11-203)</em></td>
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<tr>
<td>Self admitted felonious behavior or activity as defined by federal, state or local statute. Statute of Limitation may apply.</td>
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<tr>
<td>Felony conviction (any federal, state or local jurisdiction, except juvenile convictions to be reviewed individually)</td>
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<tr>
<td>Self admitted behavior or activity equating to a class 1 or class 2 misdemeanor as defined by Colorado Revised Statute excluding substance abuse related driving offenses. Statutes of Limitation may apply.</td>
<td></td>
</tr>
<tr>
<td>Criminal Conviction equating to a class 1 or class 2 misdemeanor(s) as defined by Colorado Revised Statute excluding substance abuse related driving offenses</td>
<td>X</td>
</tr>
<tr>
<td>Criminal misdemeanor conviction relating to DUI, DUI Per Se, DWAI <em>(Reference C.R.S. Title 42 Traffic Code)</em></td>
<td></td>
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<tr>
<td>(Positions not requiring Driving privilege)</td>
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<tr>
<td>Self admitted behavior or activity relating to DUI, DUI Per Se, DWAI DWAI <em>(Reference C.R.S. Title 42 Traffic Code)</em></td>
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<tr>
<td>FTA Warrant for traffic related violation not including alcohol or drug related offenses; FTA Warrant for Petty Offenses</td>
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<tr>
<td>Sustained Internal Affairs Investigations (High risk areas such as, but not limited to excessive use of force, integrity, lack of judgment, conduct violating public trust )</td>
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<td>Perjury or providing official false statements <em>(Reference C.R.S. 18-8-501 through 18-8-614)</em></td>
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<tr>
<td>Knowingly falsified requested information during a selection process; Knowingly falsified documentation of college degree, transcripts, or specialized training or certification;</td>
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<tr>
<td>Patterns of financial instability</td>
<td></td>
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<tr>
<td>Patterns of culpability regarding excessive traffic violations/Careless or reckless driving/suspended or revoked driving privilege/Hit &amp; Run</td>
<td></td>
</tr>
<tr>
<td>(Positions requiring Driving privilege)</td>
<td></td>
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<tr>
<td>Involvement/Activity</td>
<td>DISQUALIFICATION PERIOD</td>
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<td>-------------------------------------------------------------------------------------</td>
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<tr>
<td><strong>Reported/Unreported facts that would be a violation of CRS §18-13-122 Illegal possession or consumption of ethyl alcohol by an underage person (&lt;21 years of age)</strong></td>
<td>X</td>
</tr>
<tr>
<td><strong>Reported/Unreported procurement of ethyl alcohol for underage person(s) that would be a violation of CRS §18-13-122 Illegal possession or consumption of ethyl alcohol by an underage person (&lt;21 years of age)</strong></td>
<td>X</td>
</tr>
</tbody>
</table>
| **Controlled Substances defined in CRS §18-18-203 through §18-18-204, Schedules I-IV:**  
  *Unlawful minimal possession* (3 doses or less) or *unlawful experimental use* (3 times or less), of a controlled substance including, but not limited to, the following-  
  A. Hallucinogenic substances (LSD, mescaline, psilocybin, peyote, hallucinogenic mushrooms), tetrahydrocannabinols; and/or,  
  B. Gamma hydroxybutyrate GHB; and/or,  
  C. Opium and opium derivatives (codeine, hydodcodone, morphine, oxycodone, cocaine); and/or,  
  D. Synthetic opiates (methadone); and/or,  
  E. Stimulants (amphetamines, methamphetamines, phentermine); and/or,  
  F. Depressants (amobarbital, secobarbital, diazepam, phenobarbital); and/or,  
  G. Anabolic steroids, human growth hormone (HGH) and ketamine. | X                       |
| **Unlawful possession or use of controlled substances listed in CRS §18-18-203 through §18-18-204, Schedules I-IV (More than 3 doses or use more than 3 times)** | X                       |
| **Marihuana and marihuana concentrate-CRS §18-18-406:**  
  *Minimal possession* (less than 1 ounce or 3 times or less) or *experimental use HOWEVER slight* (3 times or less) | X                       |
| **Marihuana and marihuana concentrate-CRS §18-18-406:**  
  Possession of more than 1 ounce one time or less than one ounce more >3 times but <21 times, use HOWEVER slight >3 times but <21 times | X                       |
| **Marihuana and marihuana concentrate-CRS §18-18-406:**  
  Possession OR use HOWEVER slight >20 times of any amount | X                       |
| **Unlawful distribution, manufacture, dispensing or sale of controlled substances listed in CRS §18-18-203 through §18-18-204, Schedules I-IV AND/OR marihuana and marihuana concentrate. ALSO INCLUDES UNCONTROLLED MATERIALS REPRESENTED AS CONTROLLED SUBSTANCES, MARIHUANA OR MARIHUANA CONCENTRATE.** | X                       |
| **Abuse of toxic vapors:** CRS §18-18-412 Knowingly smelling or inhaling the fumes of toxic vapors for the purpose of causing a condition of euphoria, excitement, exhilaration, stupefaction, or dulled senses of the nervous system <4 times.** | X                       |
| **Abuse of toxic vapors:** CRS §18-18-412 more than 3 times. | X                       |
| **Sobriety following successful completion of a licensed substance abuse treatment program resulting from ANY of the substances listed.** | X                       |
GREELEY/WELD COUNTY PUBLIC SAFETY
CONFIDENTIALITY OF INFORMATION

And

SYSTEM USER AGREEMENT

I, _______________________________________, have been informed by ____________________________,
(please print clearly)
during my employment/assignment with the Weld County Sheriff’s Office, I may have access to confidential
law enforcement information, including but not limited to, information concerning arrests, criminal
investigations and details from official police reports. I understand that any unauthorized dissemination of
any confidential information to anyone by me may result in employment disciplinary action up to and
including termination, civil liability and/or criminal action against me. I understand my responsibility and
possible adverse consequences for unauthorized dissemination of information and specifically agree to keep
obtained information confidential to the best of my ability.

I have also been advised the Greeley/Weld County Public Safety computer and messaging systems are the
property of the City of Greeley and Weld County and are intended only for use in conducting official business.
After receiving training, I am authorized to utilize the computer system and messaging devices whenever
necessary. Appropriate sanctions will be taken for those users utilizing the system for other than business
purposes.

**OSN number issued to personnel for CCIC/NCIC access**

I understand the CCIC system is for official criminal justice purposes only. Weld County Sheriff’s Office
prohibits access to CCIC/NCIC from non-agency controlled computers. I will not use the CCIC/NCIC
system to obtain information, criminal or otherwise, for personal use, gain, benefit or remuneration.

I understand all transactions which I perform on a CCIC terminal are recorded at the Colorado Bureau
Investigation and printouts of those transactions may be requested by authorized personnel for review at any
time.

SIGNED: ________________________________________ DOB: __________________

BADGE OR SYSTEM USER ID#: _______ ______________________ DATE: ____________

WITNESS: ______________________________________ DATE: _______________

“...to provide an environment designed to maintain and enhance the general
health, welfare, and safety of the people of Weld County.”

Main Office, Greeley
1950 “O” Street
Greeley, CO 80631
Phone (970) 356-4015
Fax (970) 304-6467

Fort Lupton Sub Station
2950 9th Street, PO Box 330
Fort Lupton, CO 80621
Phone (303) 857-2465
Fax (303) 857-3027

Southwest Complex
4209 WCR 24 ½
Longmont, CO 80504
Phone (720) 652-4215
Fax (720) 652-4217

North Jail Complex
2110 “O” Street
Greeley, CO 80631
Phone (970) 356-4015 x3922
Fax (970) 304-6467