



Skiatook Police Department
PRE-EMPLOYMENT POLYGRAPH BOOKLET

Full Legal Name: _____

Date of Birth: _____

Social Security Number: _____

Driver License Number: _____

Position For Which You Are Applying: _____

Date: _____

If you have ever taken a polygraph examination before, please give the date and reason for the examination below.

DATE	AGENCY OR BUSINESS	RESULTS (Pass, Fail, or Inconclusive)

PREFACE

The information contained in this booklet is an integral part of your application process, which will be used by your polygraph examiner and background investigator. The information you provide in the forthcoming pages is confidential but will be viewed by the polygraph examiner, the background investigator, and commissioned members of the Departmental chain of command for review and hiring purposes.

We realize that it would be a rarity for any applicant to have no mistakes or personal indiscretions in their past. Therefore, we place a high degree of value on your honesty and integrity in answering the following questions truthfully. We ask you to be **completely honest in each and every area** of this booklet. **Do not minimize, alter, or exclude** any details about any information in this booklet. If you are uncertain about a particular issue in any of these areas specific to your situation, you should err on the side of caution and include the information about the issue. The polygraph examiner is authorized by this Department to ask any and all questions relating to the information in this booklet or other information they deem necessary. During the polygraph examination, you will have an opportunity to give an explanation on any and all information you disclosed.

In reference to the area of work history, the term “**reprimand**” refers to any verbal or written reprimands or disciplinary actions. In the areas of criminal activity and illegal drugs, the polygraph examiner understands that there may be information you are reluctant to provide or apprehensive to disclose. However, your failure to disclose **all** information in these areas **will definitely** have an adverse impact on the results of your polygraph examination and application for employment with the Skiatook Police Department.

INSTRUCTIONS: Answer all questions completely. If the question is not applicable, write "N/A." Only write "UNKNOWN" if you do not know the answer and cannot obtain the answer from personal records. Booklets with blank areas will not be accepted.

Position applied for:

PERSONAL BACKGROUND

1. Full Name: _____
(First) (Middle) (Last)

Other Names (Aliases, maiden names, nick names, etc.): _____

2. Residence Address: _____
(Street and Number) (City) (State) (Zip)

3. Home Telephone: _____ Office: _____ Cell: _____

4. Last 4 SSN _____ DL No. _____ State of Issue: _____ E-mail Address: _____

RESIDENCES

1. Have you ever left a prior residence on questionable terms with the property owner (damaged property, non-payment, possible eviction, or as a result of threats/violence, etc.)? Yes ☐ No ☐

If yes, then give a summary of those incidents:

EDUCATIONAL HISTORY

1. Did you ever receive any type of academic or any other disciplinary action while in college? Yes ☐ No ☐

If yes, then give a summary of those incidents:

WORK HISTORY

1. Describe any disciplinary actions (verbal, written, suspensions, days off, etc.) taken against you at a place of employment.

Employer #1: _____ **When?** _____

Why?

Employer #2: _____ **When?** _____

Why?

Employer #3: _____ **When?** _____

Why?

Employer #4: _____ **When?** _____

Why?

2. Describe any incidents that resulted in your being fired or asked to resign:

Employer #1: _____ **When?** _____

Why?

Employer #2: _____ **When?** _____

Why?

Employer #3: _____ **When?** _____

Why?

- List any former employers who would give you a negative job reference, such as for work performance, personality conflicts, quitting without giving sufficient (2-3 weeks) notice, or **any** other reasons:
- 3.

Employer #1: _____ When? _____

Why?

Employer #2: _____ When? _____

Why?

Employer #3: _____ When? _____

Why?

4. Describe **any** incidents in which you accessed pornography at work (including by iPad, iPhone, or by any other means):

Employer #1: _____ When? _____

Number of Hours: _____

Describe the materials:

Employer #2: _____ When? _____

Number of Hours: _____

Describe the materials:

Employer #3: _____ When? _____

Number of Hours: _____

Describe the materials:

MILITARY RECORD (Including Reserve or National Guard Service)

1. Have you ever applied and been rejected for military service? Yes ☐ No ☐
When? _____ What branch of service? _____
2. List all types of disciplinary actions, if any, while in the military (active, reserve, etc.), including arrest, letter of reprimand, oral reprimand, court martial, captain's mast, company punishment, Article 15, loss of rank/rating or received less than an honorable discharge, etc.

Charge	Date	Age at Time	Disposition

THE POLYGRAPH EXAMINER IS AUTHORIZED TO ASK YOU QUESTIONS REGARDING THE TRUTHFULNESS OF YOUR STATEMENTS ABOUT PRIOR WORK-RELATED DISCIPLINARY ACTION.

ACTIVITY INVOLVING PERSONS OR PROPERTY

Have you ever engaged in any of the following?

- | | | |
|--|------------------------------|-----------------------------|
| 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 act, after turning 19 years old, of knowingly making sexual contact or sexual penetration, including fondling of breast or genitals for sexual gratification; sexual intercourse; oral sexual or anal sexual penetration; or exposing your genitals or anus to another person who was more than three years younger than you. | Yes ☐ | No ☐ |
| 4. Any act, after turning 20, of knowingly making sexual contact or sexual penetration to include fondling of breast or genitals for sexual gratification, sexual intercourse, oral sexual, or anal sexual penetration with another person who was less than 17 years of age, or exposing your genitals or anus to another person who was less than 17 years of age. | Yes ☐ | No ☐ |
| 5. Any act of exposing your genitals or anus in public to arouse sexually or to gratify yourself or another person. | Yes ☐ | No ☐ |
| 6. Any act causing bodily injury to another person. | Yes ☐ | No ☐ |
| 7. Any act of violence against a member of your family or household (including slapping, kicking, pushing, punching, choking or restraining). | Yes ☐ | No ☐ |
| 8. Any engagement in any type of sex act with an animal. | Yes ☐ | No ☐ |
| 9. Any engagement in a sex act with another, without that person's permission. | Yes ☐ | No ☐ |
| 10. Any act of sexual assault, either by force or threats of injury, including using a position of authority to persuade someone to have sex with you. | Yes ☐ | No ☐ |
| 11. Any performance of a sex act while on the job. | Yes ☐ | No ☐ |
| 12. Received any type of payment for a sex act. | Yes ☐ | No ☐ |
| 13. Have you ever participated in any type of commercial sexual activity (including prostitution, escort service, or massage parlor), either in the US or in another country? | Yes ☐ | No ☐ |
| 14. Any incestuous act of knowingly making sexual contact or sexual penetration to include fondling of breast or genitals for sexual gratification, sexual intercourse, oral sexual, anal sexual penetration, or exposing your genitals or anus to your natural child, stepchild or child by adoption; natural grandchild, step-grandchild or grandchild by adoption; sister or half-sister, brother or half-brother, niece or nephew. | Yes ☐ | No ☐ |
| 15. Any act involving hurting, harming or attempting to hurt or harm another person using a firearm, knife, club or any other deadly weapon. | Yes ☐ | No ☐ |
| 16. Any act of causing, planning or starting a fire or an explosion to damage or destroy vegetation, fences or structure on open land; a building, habitation or vehicle belonging to another person; or a building, habitation, vehicle or property belonging to you which was insured. | Yes ☐ | No ☐ |
| 17. Any act involving the intentional damage or destruction of any property belonging to another person. | Yes ☐ | No ☐ |
| 18. 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 ☐ |

19. Any act involving breaking into a building, habitation, or any portion of a habitation or building in order to take or steal cash, property, or merchandise; or with the intent of committing any other criminal act. 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 commit theft or any other felony. Yes ☐ No ☐
21. Any act that deprives an individual of property, cash, or merchandise through theft by check, theft by false pretext, theft from a person, swindling, embezzlement, extortion, changing price tags, receiving stolen property, or stealing vehicles or vehicle accessories, or any other form of theft—including making a false claim to an insurance company. Yes ☐ No ☐
22. Any act involving forgery of any writing, document, signature, money, any legal document, license, contract, credit card, check, security agreement, will, deed, or any deed of trust with the intention to defraud or harm any person or business. Yes ☐ No ☐
23. Any act involving use of a vehicle without the owner's consent or joy-riding in a stolen vehicle. Yes ☐ No ☐
24. Any act involving bribing or attempting to bribe any governmental officer or employee. Yes ☐ No ☐
25. Any act involving telling any lie, falsehood or misrepresentation of any act while under oath or a sworn or notarized document. Yes ☐ No ☐
26. Any act related to filing a false report to any peace officer. Yes ☐ No ☐
27. Any act involving impersonating a peace officer, official or other governmental official. Yes ☐ No ☐
28. Any act involving evading, resisting or interfering with any peace officer in making any arrest or detention of any person, including yourself. Yes ☐ No ☐
29. Any act involving the unlawful possession of any explosive weapon, machine gun, short-barreled firearm, armor piercing ammunition, silencer, switchblade knife, metal knuckles, chemical dispensing device, or zipgun. Yes ☐ No ☐
30. Any act involving the unlawful carrying of a handgun, illegal knife or club. Yes ☐ No ☐
31. Any act involving possession, downloading or accessing of obscene materials that contain images of a child (under 18 years of age). Yes ☐ No ☐
32. Any act involving illegal gambling, including promotion of a gambling house or possessing a gambling device. Yes ☐ No ☐
33. Any act involving any participation in any criminal enterprise or organized activity which seeks to further murder, arson, robbery, burglary, theft, kidnapping, aggravated assault, forgery, gambling, prostitution, promotion or distribution of drugs, promotion or sale of obscene materials, rape, or any other criminal act. Yes ☐ No ☐
34. Any type of activity that resulted in arrest, police investigation, or questioning by a law enforcement agency, including any instance where charges were filed, warrants issued, and/or bond posted. Yes ☐ No ☐
35. Any type of activity that resulted in your being a victim of a crime that resulted in arrest, police investigation, or questioning by a law enforcement agency, including any instance where charges were filed, warrants issued, and/or bond posted. Yes ☐ No ☐
36. Any type of smuggling (humans, cigarettes, weapons, other illegal contraband, etc.)? Yes ☐ No ☐

Yes ☐ No ☐

[illegible]

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ACTIVITY INVOLVING THEFT/FINANCES

Have you ever engaged in any of the following?

- | | | |
|---|------------------------------|-----------------------------|
| 1. Theft of services (cable, meals, etc.). | Yes ☐ | No ☐ |
| 2. Shoplifting or other theft of merchandise, including but not limited to, failing to pay for merchandise at a place of employment. | Yes ☐ | No ☐ |
| 3. Theft of cash. | Yes ☐ | No ☐ |
| 4. Theft from an employer (including borrowing company money or goods without permission). | Yes ☐ | No ☐ |
| 5. Theft of military items including but not limited to, equipment, weaponry, ammunition, etc | Yes ☐ | No ☐ |
| 6. Theft of intellectual property (computer music, videos, software, etc.). | Yes ☐ | No ☐ |
| 7. Any Other forms of theft not listed above, including but not limited to, theft from a co-worker, cheating on an expense account, short changing a customer, overcharging a customer, deliberately damaging an employer's property. | Yes ☐ | No ☐ |
| 8. Have you ever had property repossessed, pay garnished, been 30 days or more late on any payment, been behind or failed to pay child support, written bad checks, or cheated on income taxes? | Yes ☐ | No ☐ |

In the space below, explain all "yes" answers that you have given to questions 1 through 8. Include date and location of incidents, number of times, estimated dollar value, and/or other circumstances.

ITEM #	EXPLANATION

THE POLYGRAPH EXAMINER IS AUTHORIZED BY THE DEPARTMENT OF PUBLIC SAFETY TO ASK YOU QUESTIONS ABOUT ANY DETECTED OR UNDETECTED CRIME IN WHICH YOU HAVE BEEN INVOLVED.

ACTIVITY INVOLVING DRUG USE AND/OR DISTRIBUTION

In recent years, drug use has become common in our society. The Department recognizes that it would be almost impossible to hire anyone who has not experimented with some drugs. However, it is important that the Department be aware of your prior experimentations because, as a peace officer, you may in the future be called to testify as a witness in a criminal prosecution of an individual charged with illegal drug activities, and the defense could ask about your own personal drug use in an effort to attack or impeach your credibility.

In addition, the Department needs to assess your involvement in the sale of drugs to another person (with or without profit to you); delivery of drugs to another person; transportation of drugs to be sold; trading of drugs for anything of value; manufacturing of drugs; cultivation of drug plants; or any other manner of involvement in a transaction involving drugs.

1. Have you ever experimented with any other drug, including, but not limited to, marijuana, K2, spice, bath salts, steroids, prescription drugs with or without a prescription, ecstasy, methamphetamine, or any other type of drug? If yes, for each drug you experimented with, use the space provided below to identify the drug, the number of times you experimented with it, when and where you experimented with it, the last time you experimented with it, and the last time you were around someone else using that drug. Yes ☐ No ☐
2. Have you ever experimented with drugs, including marijuana, while employed as a law enforcement or custodial officer? Yes ☐ No ☐
3. Have you ever sold, manufactured, cultivated, transported, delivered any type of drug or falsified any type of prescription for any reason? If yes, use the space provided below to describe the activity, the number of times you engaged in that activity, and when you engaged in that activity. Yes ☐ No ☐
4. Have you ever lived with anyone who used or experimented with any drug? Yes ☐ No ☐

ITEM #	EXPLANATION

THE POLYGRAPH EXAMINER IS AUTHORIZED BY THE SKIATOOK POLICE DEPARTMENT TO ASK YOU QUESTIONS TO DETERMINE IF YOU WERE TRUTHFUL ABOUT YOUR INVOLVEMENT WITH ILLEGAL DRUGS.

OTHER ACTIVITY

1. Have you ever been a member of any group or organization that advocates violent dissent or the overthrow of the United States government? Yes ☐ No ☐
2. Have you ever been a member of, or affiliated with, a group or organization that advocates violence, racism, or illegal activities, including, but not limited to, the Aryan Brotherhood, Bandidos, Mongels, Crips, MS-13, Tangos, or Texas Syndicate, etc? Yes ☐ No ☐
3. Did you apply with the Department of Public Safety for any reason other than gainful employment? Yes ☐ No ☐
4. Have you done anything in your past that, if known by the Department, could possibly affect your application for employment? Yes ☐ No ☐
5. Have you been arrested for DUI/DWI? Yes ☐ No ☐
6. Have you ever driven while intoxicated or under the influence of drugs or alcohol? Yes ☐ No ☐
7. Have you driven with a suspended, revoked, or cancelled driver license? Yes ☐ No ☐
8. Do you have now or have you ever had any unpaid traffic tickets? Yes ☐ No ☐
9. Has your vehicle insurance ever been cancelled? Yes ☐ No ☐
10. Have you ever been involved in any hit-and-run accidents or unreported accidents? Yes ☐ No ☐
11. Have you ever been refused insurance or your insurance cancelled? Yes ☐ No ☐
12. Have you ever been involved in an accident where any person was injured or killed? Yes ☐ No ☐
13. Have you deliberately omitted or concealed any information on this questionnaire? Yes ☐ No ☐
14. Did you understand all of the above questions? Yes ☐ No ☐
15. Did you answer all of the above questions 100% truthfully? Yes ☐ No ☐

ITEM #	EXPLANATION

IF ADDITIONAL SPACE IS NEEDED COMPLETE ON SEPARATE SHEET OF PAPER

PLEASE READ, SIGN, AND DATE

You have now completed the polygraph pre-test booklet/personal history statement. You should stop for a moment and think about your answers to ensure that you have accurately provided all of the information that was requested. Review your answers. if you now recall any information that was requested that you did not include in the booklet, go back and make the correction.

I certify that the foregoing answers are true, correct, and complete to the best of my knowledge and belief. I have not withheld, falsified, or misrepresented **any** information requested in this booklet. I hereby grant authorization to the Skiatook Police Department to contact any person or organization for information and/or documents to verify the validity of any previous statement.

Signed at _____, _____, on _____
(City) (State) (Date)

(Signature of Applicant)

END OF BOOKLET