

## Facility Classification Form

To ensure proper classification of facilities for the purpose of compliance monitoring under the Juvenile Justice and Delinquency Prevention Act (JJDP) of 2018, as amended, the Criminal Justice Coordinating Council (CJCC) requests your facility completes this form.

*If your facility operates more than one facility, please complete a separate form for each facility.*

Name of Facility: \_\_\_\_\_

Name of Facility Contact and Title: \_\_\_\_\_

Facility Contact Phone: \_\_\_\_\_ Facility Contact E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Please check all that apply to determine the classification of the facility listed above.

\_\_\_\_\_ Inside your facility at the above address there are no holding cells.

\_\_\_\_\_ Inside your facility there are holding cells, but they are not used to detain juveniles or adults for any reason (for example they are being used for storage or are empty). Your facility has either issued a memo that the cells will not be used or has policies and procedures that contain this directive.

\_\_\_\_\_ This facility contains an interview room or office which is used to question adults or juvenile offenders.

\_\_\_\_\_ The interview room or office has no locks on the door and is not used to securely detain any person our agency takes into custody.

\_\_\_\_\_ The interview room or office has a lock on the door, but it is only functional from inside the room or office, thus no one can be locked in.

\_\_\_\_\_ There are no cuffing rings, cuffing benches, or other stationary objects that officers use to detain or hold individuals from leaving.

\_\_\_\_\_ This facility's written policy and procedures contains directives that individuals will not be cuffed to a stationary object inside.

\_\_\_\_\_ This facility utilizes holding cells.

CERTIFICATION: I hereby certify that the accuracy of the information provided are true to the best of my knowledge. If any of the above information changes, please contact the CJCC Juvenile Detention Compliance Monitor to review classification status.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CLASSIFICATION (CJCC Use Only):** Based on the certified information provided, the facility named above is currently classified as  Non-secure or  Secure.



Signature

Print

Date