

**MARIN COUNTY SHERIFF'S DEPARTMENT
GENERAL ORDER MANUAL**

**CHAPTER 2 - PERSONNEL
GO-02-13
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**DATE
8/14/2017**

PRE-EMPLOYMENT TRUTH VERIFICATION TESTING

POLICY

It is the policy of this department to administer pre-employment truth verification tests to all sworn and non-sworn applicants for employment. In addition, all volunteers and interns over the age of 18 will be given a truth verification test. It is the Sheriff's determination that he has a compelling interest to protect the public by requiring a pre-employment truth verification test as a tool to screen persons who may be attempting to conceal undetected criminal activity. Currently, the Marin County Sheriff's Office utilizes one of two methods of a truth verification, a Computerized Voice Stress Analysis (CVSA), or a Polygraph examination.

Topics to be covered in the truth verification test will include, but are not be limited to: 1) Falsifying employment information 2) Applying for the job for subversive purposes 3) Theft from employers 4) Drug use 5) Involvement in illegal sex acts 6) Involvement in Domestic Violence 7) Intentionally withholding information, and 8) Committing a crime not disclosed.

The pre-employment truth verification testing is simply a tool utilized by the Sheriff's Department to detect behavior in individuals that is not detectable through other conventional testing techniques. The truth verification testing also ensures the applicant was truthful in their interviews and information provided in their Personal History Statement.

The pre-employment truth verification testing is required for all positions within the Marin County Sheriff's Office. Every employee hired by the Marin County Sheriff's Office regardless of rank or position will be subjected to a truth verification test must pass a subsequent vigorous pre-employment background investigation.

With respect to applicants for employment in the Marin County Jail, the unique nature of this employment requiring truth verification testing is based upon the employee's participation in the care and custody of penal inmates, their access to very sensitive information, access to any number of possible items that could be utilized as weapons by inmates, the need for the utmost security in the Jail, and for certain personnel, the medical care of prisoners, which includes rendering drugs to inmates and sensitive bodily contact during treatment of inmates.

All applicants, whether applying for a job, or a volunteer position, will be informed that they are required to subject themselves to a truth verification examination in the beginning of the selection process. All applicants will be given at least 24 hours notice of the date and time of the truth verification examination.

The question will be the same for all applicants, with the exception of lateral police officer applicants. Lateral police officer applicants will be asked additional questions pertaining to their past conduct as a police officer.

DEFINITIONS

Computer Voice Stress Analysis (CVSA) - An instrument that:

- (a) Records, detects, measures, and displays changes in voice frequency.
- (b) Is used, or the results of which are used, for the purpose of rendering a diagnostic opinion regarding the veracity of any statement made by the person examined.

Polygraph - An instrument that:

- (a) Visually, permanently, and simultaneously records cardiovascular activity, respiratory activity, and changes in skin resistance; and
- (b) Is used, or the results of which are used, for the purpose of rendering a diagnostic opinion regarding the veracity of any statement made by the person examined.

PROCEDURE

The truth verification test will be administered by a certified examiner. The results of the truth verification test will not be used as the sole justification for denying employment but may be used in conjunction with other disqualifying information. In the event the results of the truth verification examination are contested, the Sheriff will be the final determining authority.

Truth verification test results will be maintained by the Professional Standards Unit as part of the restricted personnel background files.

RELATED STANDARDS

Fair Labor Standards Act
Labor Code

AFFECTED DIVISIONS:

All

DATE OF REVISIONS:

03/02/17
12/15/1998

By order of


ROBERT T. DOYLE
SHERIFF-CORONER