




INTEROFFICE CORRESPONDENCE

TO: Chief Ron Palmer, CHF
FROM: Gerald W. Konkler, HQ 
DATE: May 11, 2009
SUBJECT: Public Accreditation File-Revision

This interoffice was originally sent in June 2003. The information has been updated to reflect a change in the location of the Public Accreditation File and changes in CALEA requirements.

According to the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA) Process and Programs Guide, agencies seeking accreditation/reaccreditation are required to maintain a public accreditation file in their offices. The file contains, when available and developed:

- A copy of the *Standards for Law Enforcement Agencies*;
- A copy of the Agreement between the agency and the Commission;
- A copy of the agency's Self-assessment Logs;
- The name of the person within the agency in charge of accreditation;
- The name of the agency's public information contact;
- Assessors' names and schedule upon notification of these by the Commission;
- Copies of the public/agency employee comment news release and notice; and
- A copy of the agency's accreditation letter, if accredited;
- Written correspondence received from the public during the reaccreditation period.

Hard copies of the available information for the file will be maintained in the Accreditation Work Group (AWG) Office in the Police-Courts Building at 600 Civic

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Center, Room 302 and will be available for review during regular business hours or at other times as arranged. In addition, information will be placed on the Tulsa Police Department web site at www.tulsapolice.org.

The person in charge of accreditation is Accreditation Manager, Gerald W. Konkler, who can be reached at 918.596.1300. The public information contacts are Officer Jason Willingham who can be reached at 918.596.1336 or Officer Leland Ashley who can be reached at 918.596.9189.

Citizens and employees are encouraged to contact Gerald Konkler for information regarding the accreditation process and progress.

GK:gk

cc: Major Eric Dalglish
Public Accreditation File
Officer Jason Willingham
Officer Leland Ashley