



Kansas Law Enforcement Accreditation Program KLEAP



Accreditation Assessment Agreement

Please Select: Initial Reaccreditation

On behalf of the,

I hereby request an on-site assessment be scheduled for my Agency by the Kansas Law Enforcement Accreditation Program guided and directed by the Kansas Accreditation Kansas. In making this request, I formally certify that:

- 1) The agency's Policies and Procedures needed to meet all the KLEAP Standards have been fully implemented and in effect for a minimum of three months.
- 2) All revisions in our Agency's Policies and Procedures have been distributed to appropriate personnel to include newly hired employees.
- 3) All forms, tracking logs, or worksheets referred to in our Agency's written directives are available for review by the Assessors and have been in use for a minimum of three months.
- 4) There is a separate PDF electronic file available for review for each KLEAP Standard.
- 5) For initial accreditation only, the mandatory Pre-Assessment (Mock) review has been completed.
- 6) The applicable Assessment Checklist has been reviewed and all components have been met.
- 7) Additionally, I agree to be present and available to assess potential problems throughout the entire on-site assessment review. Key personnel will also be present and available during the entire on-site assessment review to answer any questions that the assessment team may have.
- 8) I have made the necessary arrangements to ensure the on-site assessment team will have adequate work space.
- 9) Should some unforeseen event occur that impacts this agreement in any way, I will contact the KLEAP Manager at once and request that the assessment be postponed.

Signature of Chief Law Enforcement Officer

Date

**Return Completed form to: KLEAP | 11009 S Hornet | Hutchinson, KS 67501 or Email to KLEAP@kletec.org
Contact the KLEAP Manager: (620) 694-1549**