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# *PUBLIC SERVICE AND LEGAL*

*Correction-Officer  
New York City Correction Officer Certification Exam*

## **Questions & Answers PDF**

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## Question: 1

Put these procedures for using the Mobile Command Center (MCC) in order:

1. Complete Form 362, documenting any damage the MCC sustained while in your custody.
2. Obtain official approval before using the MCC.
3. Fill out the sign-out log form in full before starting up the MCC and leaving the facility.
4. Notify Tactical Fleet Unit when the MCC is no longer needed and on its way back to the hangar.
5. Notify Tactical Fleet Unit when the MCC is powered up on location.

- A. 5, 1, 3, 2, 4
- B. 2, 1, 5, 4, 3
- C. 2, 3, 5, 4, 1
- D. 3, 2, 5, 4, 1

<b>Answer: C</b>
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Explanation:

The correct order is 2,3,5,4,1. 2) Obtain official approval before using the MCC. 3) Fill out the sign-out log form in full before starting up the MCC and leaving the facility. 5) Notify Tactical Fleet Unit when the MCC is powered up on location. 4) Notify Tactical Fleet Unit when the MCC is no longer needed and on its way back to the hangar. 1) Complete Form 362, documenting any damage the MCC sustained while in operation.

## Question: 2

A police department has issued these basic procedures for a supervisor to follow at the scene of a homicide. Put them in order:

1. He or she will then examine the body, and interview the officer or officers who were first on the scene.
  2. The supervisor will either remain on the crime scene until the Homicide Unit has finished processing the scene, or he or she will designate another supervisor to take command before leaving the scene.
  3. After getting the basic information from the officers, the supervisor will make sure that no one else enters the scene until the Homicide Unit arrives.
  4. The first supervisor to arrive on the scene will take command.
  5. After the Homicide Unit arrives, the supervisor will then assign an officer to complete Form 95, logging all information about any personnel allowed to enter the crime scene, the time of their entrance, the reason they were approved for entry, and the time they left the scene.
- 2) The supervisor will either remain on the crime scene until the Homicide Unit has finished processing the scene, or he or she will designate another supervisor to take command before leaving the scene.

- A. 3, 2, 4, 1, 5
- B. 3, 4, 5, 1, 2

- C. 4, 1, 3, 5, 2  
D. 4, 2, 1, 3, 5

**Answer: C**

Explanation:

The correct order is 4,1,3,5,2.4) The first supervisor to arrive on the scene will take command. 1) He or she will then examine the body, and interview the officer or officers who were first on the scene. 3) After getting the basic information from the officers, the supervisor will make sure that no one else enters the scene until the Homicide Unit arrives. 5) After the Homicide Unit arrives, the supervisor will then assign an officer to complete Form 95, logging all information about any personnel allowed to enter the crime scene, the time of their entrance, the reason they were approved for entry, and the time they left the scene. 2) The supervisor will either remain on the crime scene until the Homicide Unit has finished processing the scene, or he or she will designate another supervisor to take command before leaving the scene.

### Question: 3

These are your department's official procedures for submitting pills and capsules as drug evidence for analysis. Put them in their proper order.

1. Seal the bag and weigh it.
2. Weigh the pills before bagging.
3. After weight and count are written on the bag mark the bag with the names and badge numbers of both the officer and the supervisor.
4. On the outside of the bag, write the number of pills, the weight before bagging. and the weight including the bag.
5. Put the pills in an official evidence bag.

- A. 2, 5, 1, 4, 3  
B. 2, 1, 5, 4, 3  
C. 5, 2, 1, 4, 3  
D. 1, 3, 4, 2, 5

**Answer: A**

Explanation:

The correct order is 2,5,1,4,3. 2) Weigh the pills before bagging. 5) Put the pills in an official evidence bag. 1) Seal the bag and weigh it. 4) On the outside of the bag write the number of pills, the weight before bagging, and the weight including the bag. 3) After weight and count are written on the bag, mark the bag with the names and badge numbers of both the officer and the supervisor.

### Question: 4

Put these procedures for Road Squad Preparations in order:  
The Lead Correctional Officer will:

1. Make sure the Road Squad van is inspected for contraband and that it is both safe and mechanically reliable before any inmates are loaded.
2. Notify the Officer-in-Charge of the location of the day's work site and request a Road Squad van.
3. Assign an officer to drive the inspected Road Squad van to the inmate pickup area.
4. Conduct a head count and roll call before leaving the work site to return to the facility.
5. Make sure that each inmate assigned to the Road Squad is completely searched before leaving the facility to enter the Road Squad van.

- A. 1, 2, 3, 4, 5
- B. 2, 1, 3, 4, 5
- C. 2, 1, 3, 5, 4
- D. 3, 1, 2, 5, 4

**Answer: C**

Explanation:

The correct order is 2,1,3,5,4. 2) Notify the Officer-in-Charge of the location of the day's work site and request a Road Squad van. 1) Make sure the Road Squad van is inspected for contraband and that it is both safe and mechanically reliable before any inmates are loaded. 3) Assign an officer to drive the inspected Road Squad van to the inmate pickup area. 5) Make sure that each inmate assigned to the Road Squad is completely searched before leaving the facility to enter the Road Squad van. 4) Conduct a head count and roll call before leaving the work site to return to the facility.

### Question: 5

These are some of your departments official procedures for dealing with junk or abandoned vehicles. Put them in the correct order.

1. When 48 hours have passed, attach an Abandoned Vehicle Sticker (AVS) to the driver's side window.
2. Run the vehicle's license plate and vehicle identification numbers through the system to locate the owner.
3. Mark the tires to start the 48-hour window the owner has to move the vehicle.
4. Attempt to contact the owner to tell them to move the vehicle. If unsuccessful, proceed to next step.
5. Enter the AVS serial number into the Abandoned Vehicle Log.

- A. 5, 3, 2, 1, 4
- B. 2, 4, 5, 3, 1
- C. 2, 4, 3, 1, 5
- D. 3, 2, 1, 4, 5

**Answer: C**

Explanation:

The correct order is 2,4,3,1,5. 2) Run the vehicle's license plate and vehicle identification numbers through the system to find the owner. 4) Attempt to contact the owner to tell them to move the vehicle. If unsuccessful, proceed to next step. 3) Mark the tires to start the 48-hour

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window the owner has to move the vehicle. 1) When 48 hours have passed, attach an Abandoned Vehicle Sticker (AVS) to the driver's side window. 5) Enter the AVS serial number into the Abandoned Vehicle Log.

### Question: 6

False alarms from home alarm systems are a growing problem for police departments across the country, and many cities are now fining homeowners if their system causes police to respond to a false alarm. Here is the outline of procedures for one department's False Alarms Response Unit (FARU). Put them in order.

FARUwi11:

1. Send a bill to the homeowner or business owner for the false alarm as authorized by City Ordinance 10-5927.
2. Amend the False Alarm Report record as necessary to match the ECC summary.
3. Double check every False Alarm Report for completeness and accuracy as soon as received.
4. Compare the False Alarm Report with the official computerized summary of alarm runs from the ECC.
5. Enter the information from the False Alarm Report into the alarm billing system database.

- A. 1, 3, 2, 4, 5
- B. 3, 2, 4, 5, 1
- C. 2, 4, 3, 5, 1
- D. 3, 4, 2, 5, 1

**Answer: D**

Explanation:

The correct order is 3,4,2,5,1. 3) Double check every False Alarm Report for completeness and accuracy as soon as received. 4) Compare the False Alarm Report with the official computerized summary of alarm runs from the ECC. 2) Amend the False Alarm Report record as necessary to match the ECC summary. 5) Enter the information from the False Alarm Report into the alarm billing system database. 1) Send a bill to the homeowner or business owner for the false alarm as authorized by City Ordinance 10-5927.

### Question: 7

Here are the procedures established by the police department of a large city for dealing with snow emergencies:

After being notified by the City Manager that an official snow emergency has been declared, Emergency Communications Center (ECC) will record the time the notification was received, and will then inform the Patrol Bureau Commander, or their designated substitute, and all police units by radio and teletype, that an official snow emergency is in effect.

ECC will then inform the city's Director of Communications, who will become the official spokesperson and media liaison for the city for the duration of the snow emergency.

ECC will then inform newspapers, radio stations, and television stations, via email and voicemail, that a snow emergency has been declared. They will also post this information on various forms of social media.

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ECC will notify the on-duty Traffic Unit supervisor of the snow emergency, who will become the snow emergency vehicle removal detail supervisor.

Finally, ECC will request two wreckers from the rotation list for each District be deployed to the Public Services Garage, at a time determined by the Public Services Department.

In which of these sequences is the step in which citizens would be able to read the official snow emergency declaration on Face book in the correct spot in the sequence?

- A. 1, 2, 4, 5, 3
- B. 2, 4, 5, 3, 1
- C. 5, 1, 3, 2, 4
- D. 4, 3, 2, 1, 5

<b>Answer: C</b>
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Explanation:

Step 3 says that the ECC will post the declaration on social media. Answer choice C is the only answer choice which has Step 3 in the third position.

### Question: 8

A Spontaneous Alert will be initiated when a riot or other civil unrest breaks out unexpectedly.

In the event of a Spontaneous Alert, Emergency Command Center will:

1. In the Computer Dispatch System (CDS) display, highlight each Hostile Area as reports of hostilities come in.
2. Notify all non-essential personnel on the Spontaneous Alert notification list.
3. Dispatch cars to a Hostile Area only when requested by the Officer-in-Charge of that Hostile Area.
4. Notify all essential personnel in all sections, districts, and units, using both radio and teletype, that a Spontaneous Alert is in effect.
5. Order all officers on routine runs to cancel their runs and await further instructions.

Which of these shows the correct order of the above procedures?

- A. 4, 2, 5, 1, 3
- B. 5, 4, 2, 1, 3
- C. 3, 4, 1, 2, 5
- D. 1, 4, 2, 3, 5

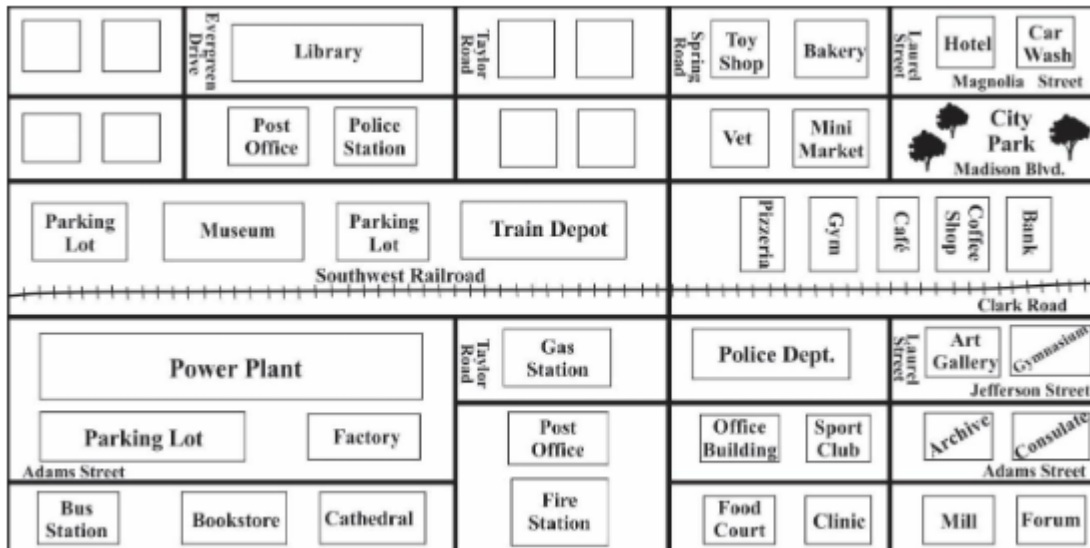
<b>Answer: A</b>
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Explanation:

The correct order is 1,3,4) Notify all essential personnel in all sections, districts, and units, using both radio and teletype, that a Spontaneous Alert is in effect. 2) Notify all non-essential personnel on the Spontaneous Alert notification list. 5) Order all officers on routine runs to cancel their runs and await further instructions. 1) In the Computer Dispatch System (CDS) display, highlight each Hostile Area as reports of hostilities come in. 3) Dispatch cars to a Hostile Area only when requested by the Officer-in-Charge of that Hostile Area.

## Question: 9

Officer Chavez is between the hotel and the car wash when he is dispatched to investigate a car accident in front of the parking lot of the power plant. Which of these would be the shortest route between the hotel and the power plant parking lot?



- A. Drive south on Spring Road, west on Jefferson Street, south on Taylor Road, and west on Adams Street.
- B. Drive west on Clark Road, south on Laurel Street, east on Jefferson Street, south on Spring Road, and east on Adams Street,
- C. Drive west on Magnolia Street, south on Taylor Road, east on Madison Boulevard, south on Spring Road, west on Jefferson Street, south on Taylor Road, and west on Adams Street.
- D. Drive west on Magnolia Street, south on Spring Road, west on Clark Road, south on Taylor Road, and west on Adams Street.

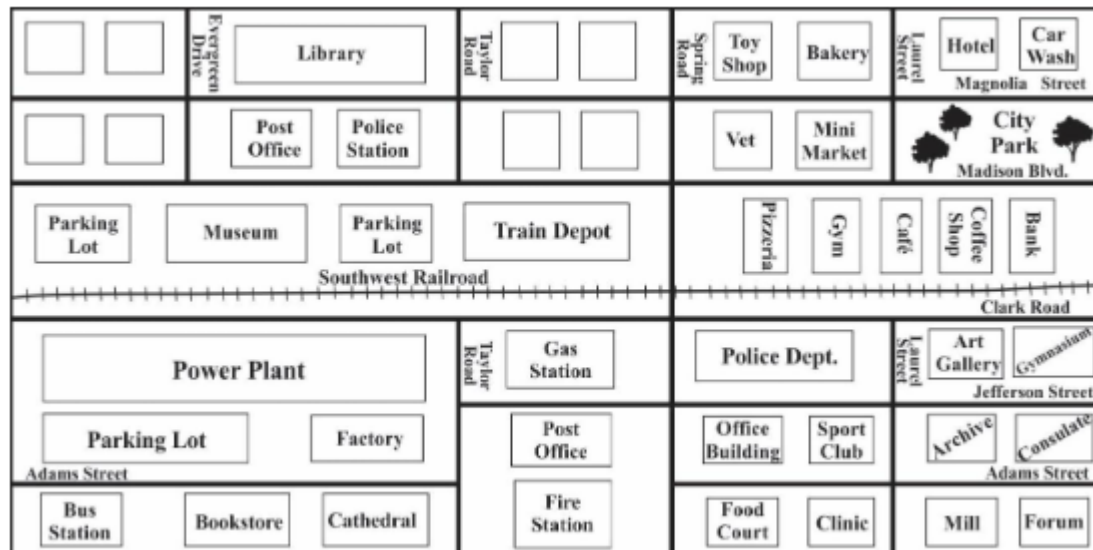
**Answer: D**

Explanation:

Drive west on Magnolia Street, south on Spring Road, west on Clark Road, south on Taylor Road, and west on Adams Street. A is incorrect because the first step is to drive south on Spring Road, and since Officer Chavez is on Magnolia Street, two intersections down from Spring, it's impossible for that to be the first step. B is wrong for the same reason—the first step is driving west on Clark Road, which is impossible, because Officer Chavez's first action can only be to drive east or west on Magnolia Street. C is wrong because after driving west on Magnolia, the next steps are to drive south on Taylor Road, east on Madison Boulevard, and South on Spring Road. But this is unnecessary and involves too much travel, as Spring Road comes before Taylor Road when you're traveling west on Magnolia, and Officer Chavez should simply go South on Spring Road instead of traveling too far and then doubling back.

## Question: 10

Officer Randall is at the Post Office that is one block south of the library, and needs to get to the art gallery to investigate a break-in. Which of these would be the shortest route between the Post Office and the art gallery?



- A. Drive north on Taylor Road, east on Magnolia Street, south on Spring Road, and east on Jefferson Street.
- B. Drive west on Jefferson Street, north on Spring Road, and west on Madison Boulevard.
- C. Drive east on Madison Boulevard, south on Spring Road, and east on Jefferson Street.
- D. Drive east on Madison Boulevard, south on Spring Road, and east on Adams Street.

**Answer: C**

Explanation:

Drive east on Madison Boulevard, south on Spring Road, and east on Jefferson Street. A is wrong because the first step is driving north, and the art gallery is south of the Post Office and library. B is incorrect because the first step is driving west, and the art gallery is east of the Post Office and library. D is wrong because it involves turning east on Adams Street from Spring Road, but you can only go west on Adams from Spring Road, and Adams is a block south of the Art Gallery on Jefferson, so that would involve even more unnecessary travel.





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