

March 22, 2011

MEMORANDUM NO: 011-21HR

TO: Agency Administrators

FROM: Bobbie Chappell

VIA: Rip Colvin, Executive Director

RE: 011 State Loss Prevention Program Evaluation

Risk Management is introducing an updated and newly named State Loss Prevention Program Evaluation Survey, formally named the Annual Safety Program Survey. They have added sections on Civil, General, and Automobile Liabilities and deleted the section that was devoted to Risk Management's Customer Satisfaction Survey. The revised Survey will be used in evaluating your agency's loss prevention program from calendar year **January 1, 2010 through December 31, 2010**.

This year we are asking all agencies to access Survey Monkey to complete the survey, which is available at: <http://www.surveymonkey.com/s/TF7SHN8>. The survey should take less than 20 minutes to complete.

Also, we are being asked by Risk Management to send one response from JAC and the agencies that we administratively serve. Responses will be averaged for each survey question and sent to Risk Management. However, we will retain a record of all responses.

The deadline for completion of the survey is **March 29, 2011 at 5:00 p.m. eastern time**. Please contact Andy by email at [SnuggsA@justiceadmin.org](mailto:SnuggsA@justiceadmin.org) if you have any questions.

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