



# Cook County Sheriff's Office

## FOIA Documents Maintained by CCSO Departments

*Below is a list of the documents typically maintained by each Department for purposes of compliance with Section 5 of the Illinois Freedom of Information Act. 5 ILCS 140/5. This list is not intended to be exhaustive and instead reflects the most popularly-requested documents based on what is traditionally maintained in the normal course of business.*

### Cook County Sheriff's Police Department

- Cook County Sheriff's Police Incident and Arrest Reports
- Investigative and/or Case Files
- Accident Reports/Accident Reconstruction Reports
- 911 Audio Records
- Evidence Inventory

### Court Services Department

- Deputy Sheriff Reports
- Service of Process Records
- Daily Lock-up Logs

### Department of Communications

- Press Releases

### Merit Board

- Merit Board Complaints and Decisions

### Office of the Inspector General

- CCDOC, CCSPD, and Cook County Courthouse Video Records
- Office of Professional Review Investigative Files

### Bureau of Information and Administration

- CCSO Data Reports
- Vehicle History and Maintenance Files

### Department of Corrections

- Booking and Mittimus records for inmates
- CCDOC Incident Reports
- CCDOC Inmate Disciplinary Reports
- CCDOC Inmate Grievances
- Divisional records including Rosters and Commander Logs

### Bureau of Training and Education

- Training Instructor's Guides and Program Files
- Training Programs, Workshops and Seminars
- Training Applications and Class Rosters
- Gun Registration and Qualification Records

### Bureau of Human Resources

- CCSO Employee Personnel Files
- Time Cards/Attendance Records
- Medical Call Reports/Employee Absence Records
- CCSO General Orders, Policies, and Procedures

### Bureau of Fiscal Administration

- CCSO Contracts
- Ledgers, Requisitions, Disbursements
- Budget Development Files
- Overtime Reports
- Grant Files/Federally Funded Projects