

**Collection Receptacle Mobile Inspection Form**

The Drug Control Division is utilizing all-inclusive mobile inspection forms that encompass multiple inspection types and business models. Inspection sections and/or inspection fields may intentionally remain blank when such sections and/or fields do not apply to the inspection type and/or business model for which the mobile inspection forms are being utilized. Please contact the Drug Control Agent who conducted your inspection if you feel an inspection section and/or inspection field was inadvertently left blank.

**Police Department Collection Receptacle**

General Questions		Yes	No	Advised
1	Does the police department have written operating procedures for the collection receptacle?			
2	Is the collection receptacle rendered immobile in the lobby of the police department?			
3	Is the collection receptacle under twenty-four-hour surveillance?			
4	Is the collection receptacle sturdy?			
5	Does the collection receptacle have a one-way access point to allow ultimate users to deposit unwanted drugs?			
6	Does the collection receptacle have two locking mechanisms for access to the collection receptacle's inner container with different keys for operating such locks for simultaneous use by two different authorized individuals?			
7	Are the different keys for operating the two locking mechanisms for access to the collection receptacle's inner container maintained on separate key holders and in separate locations?			
8	Does the collection receptacle's one-way access point have a locking mechanism to prevent the acceptance of drugs when the collection receptacle's inner container is full?			
9	Is the key for operating the locking mechanism for the collection receptacle's one-way access point maintained separate from the different keys for operating the two locking mechanisms for access to the collection receptacle's inner container?			
10	Are the keys to the collection receptacle's locks left in a location accessible to anyone other than specifically authorized individuals?			
11	Are the collection receptacle's locks kept in good working order with keys removed therefrom?			

12	Are the drugs deposited within the collection receptacle securely stored?			
13	Are the drugs deposited within the collection receptacle accessible to only authorized individuals?			
14	Do the individuals at the police department handle, count, sort, or inventory any drugs brought by ultimate users for deposit in the collection receptacle?			
15	Does the collection receptacle bear a sign that no drugs intended for return are to be left in the vicinity of the collection receptacle at any time?			
16	Does the collection receptacle bear a sign for the types of drugs permitted for deposit?			
17	Does the collection receptacle bear a sign for prohibited items?			
18	Does the police department maintain the confidentiality of ultimate users that utilize the collection receptacle?			
19	Was the police department advised to report any and all loss, theft, serious damage, or destruction of the collection receptacle or its contents within seventy-two hours of any such occurrence to the Director of Drug Control?			
20	Was the police department advised to report its intention to discontinue the use of their collection receptacle to the Director of Drug Control in writing thirty days prior to discontinuing collection activities?			
21	Was the police department advised that the drugs must be destroyed in accordance with police department policies and incineration must be the method of destruction?			
22	Was the police department advised that incineration must be performed in an authorized facility designated to perform the destruction of controlled drugs?			
23	Was the police department advised to annually report to the Department of Consumer Protection, upon renewal of the police department's collection receptacle (CBX) credential, the total weight of drugs deposited in their collection receptacle and subsequently incinerated by the police department during the previous year?			

Additional Comments		Yes	No	Advised
1	Does the inspecting agent have any additional comments with respect to this authorized collector inspection?			