



## **Commission for Florida Law Enforcement Accreditation, Inc.**

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### MEMORANDUM

Date: June 27, 2018

From: Lori Mizell, Executive Director

Subject: IG Standards Manual Change Notice 2.05

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The following revisions were approved by the Commission at the June 20, 2018 meeting. They are effective as of that date. Agencies have one year to come in to compliance with new or amended standards, unless otherwise directed by the Commission.

## **2.01M**

A written directive requires investigators assigned to conduct investigations to have:

### **I. Bullets**

- A. A baccalaureate degree from an accredited college or university; or
- B. Relevant employment experience as determined by the agency.

### **II. Proofs of Compliance**

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Diploma, official transcript, or electronic confirmation of degree, if applicable. (Qty Initial: 3) (Qty Reaccred: 3)
- Application or resume. (Qty Initial: 3) (Qty Reaccred: 3)
- Employment verification documentation. (Qty Initial: 3) (Qty Reaccred: 3)

### **III. Required References**

### **IV. Assessor Guidelines**

The requirements of this standard may be satisfied by meeting either Bullet A or Bullet B.

Only the applicable proofs for either bullet must be provided. Diploma and official transcripts apply to Bullet A. The Application or resume and employment verification will satisfy the requirement of Bullet B.

### **V. Accreditation Manager Notes**

For reaccreditation, show proof for new staff members only.

## **CHAPTER 4 INVESTIGATION PROCESS**

This chapter addresses the procedures for reviewing and processing complaints, conducting investigations, and preparing and disseminating reports. This chapter also addresses the responsibility of the Office of Inspector General to exercise due professional care throughout the investigative process.

If the Inspector General is the sole investigator, they may act as both investigator and supervisor for the provisions of standards 4.01M, 4.02M, 4.03M, 4.05M, and 4.07M.