



CFA SRIC

June 15, 2022
1:00 PM

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Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 4.02M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

4.02M

A written directive requires that *members* who are authorized to carry lethal or less-lethal weapons; receive copies of and are instructed in the agency's use of force policy before they are authorized to carry lethal or less-lethal weapons.

I. Bullets

- A. Receive copies of the agency's use of force policy;
- B. Are instructed in the use of force policy before they are authorized to carry any weapon; and
- C. Subsequently receive use of force training in accordance with CJSTC Rule.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Receipt of use of force policy prior to authorization/ assignment (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Documentation of training prior to authorization/assignment (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Documentation of use of force refresher training (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Interviews

III. Required References

CJSTC Rule 11B-27.00212

IV. Assessor Guidelines

Assessor should review documentation and interview both sworn and non-sworn members

V. Accreditation Manager Notes

Rationale for revision.

This standard deals with the use of force policy, but the refresher training requirement for the policy was contained in 10.10M, which deals primarily with the training requirements of the weapons themselves. The content of 10.10M Bullet B was moved to this standard. This recommended change consolidates like topics.

Proposed by: Gary Robinson, Palm Beach County Sheriff's Office

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 10.10M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

10.10M

A written directive requires members authorized to carry weapons and firearms receive *in-service training* which includes:

I. Bullets

- A. Annual demonstration of proficiency with all firearms authorized to carry;
- ~~B. Annual use of force training in accordance with CJSTC Rule;~~
- ~~C.B.~~ Annual Dart-Firing Stun Gun training in accordance with Florida Statute;
- ~~D.C.~~ Biennial less-lethal weapon training (for weapons other than the Dart-Firing Stun Gun); and
- ~~E.D.~~ Qualification with firearms authorized to carry in accordance with CJSTC Rule.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Proof of training for each element of the standard. (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Interviews

III. Required References

CJSTC Rule 11B-27.00212

Florida Statute 943.1717

IV. Assessor Guidelines

View lesson plans for each training topic identified in the standard (not necessary to be in the file); Remember to verify training for civilian members carrying weapons, e.g., batons, OC spray, etc.

V. Accreditation Manager Notes

Proofs will show compliance for a variety of ranks.

Proficiency may be shown in various formats to include, but not limited to live fire of firearms, simunitions, reality-based training scenarios, and physical manipulation of inert or training facsimiles of firearms authorized for the member to carry.

Rationale for revision.

This standard deals primarily with the training requirements of the weapons themselves, while 4.02M deals with the use of force policy, including required initial training before authorization to carry any lethal or less-lethal weapon. The content of Bullet B was added to 4.02M in a separate Standards Revision Form submission. This recommended change consolidates like topics.

The addition of “all” to bullet A is to clarify the intent of the language “firearms authorized to carry.”

Proposed by: Gary Robinson, Palm Beach County Sheriff's Office

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 10.19M

New Standard	X	Revision		Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

10.19M

Every sworn and affected civilian member will complete training in behavioral threat assessment and management (BTAM), as defined by the agency.

I. Bullets

II. Proofs of Compliance

- Proof of training for all sworn and affected civilian members (Qty Initial: 3) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

The following courses meet the training requirement for this standard:

BTAM for Practitioners (CJSTC Course #1416);

BTAM for Officers (CJSTC Course #1417); or

Any other recognized course that provides at least one (1) hour of awareness level training in BTAM.

Rationale for revision.

To build and promote awareness of targeted violence prevention through the adoption and application of behavioral threat assessment and management (BTAM) within Florida's law enforcement community.

Proposed by: Joshua Quigley, Florida Department of Law Enforcement

Date submitted: 04/28/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # Chapter 12 Introduction

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

CHAPTER 12 Performance Evaluations

Performance evaluation is the measurement of the member's performance of assigned duties. A member's understanding of the duties and responsibilities of a position is essential and should be based on a written job task analysis (JTA). Job task analyses and job descriptions are useful for evaluating employee performance.

The key to the successful operation of the agency's performance evaluation system is the chief executive officer. The C.E.O. must monitor its function to ensure that it is fair and impartial and is achieving established objectives consistent with competent personnel management.

Agencies that are not mandated by law and do not use a performance evaluation system are exempt from these standards.

Rationale for revision.

If having a performance evaluation program is not mandatory by law, there should be a blanket statement in the chapter introduction allowing for an agency to be exempt from the standards.

Proposed by: Heather Blount, St. Lucie County Sheriff's Office

Date submitted: 03/24/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # Chapter 12 Introduction

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

CHAPTER 12 Performance Evaluations

Performance evaluation is the measurement of the member's performance of assigned duties. A member's understanding of the duties and responsibilities of a position is essential and should be based on a written job task analysis (JTA) ~~job task analyses and or~~ job descriptions, which are useful for evaluating employee performance.

The key to the successful operation of the agency's performance evaluation system is the chief executive officer (CEO). The ~~C.E.O.~~CEO must monitor its function to ensure that it is fair and impartial and is achieving established objectives consistent with competent personnel management. Standards in this chapter must be addressed by either compliance or election of allowed exemptions. These standards may not be taken as Not Applicable.

Rationale for revision.

Performance evaluations are an essential and useful function of a law enforcement agency.

Proposed by: Staff

Date submitted: 04/06/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.22

New Standard	X	Revision		Deletion
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Proposal (State the standard exactly as you believe it should appear in the manual).

15.22

A written directive addresses a law enforcement agency's detection, investigation, documentation, and referral of potential threats of targeted violence for behavioral threat assessment and management (BTAM). The directive will address:

I. Bullets

- A. Detecting observable and recognizable behaviors of concern for targeted violence;
- B. Investigating and documenting detected behaviors of concern for targeted violence;
- C. Referring documented incidents or situations involving behaviors of concern for targeted violence to a BTAM unit, program, or process; and
- D. Assigning investigative authority and responsibility for referring documented incidents or situations involving behaviors of concern for targeted violence to a BTAM unit, program, or process.

II. Proofs of Compliance

- Written directive addressing all elements of this standard (Qty Initial: 1) (Qty Reaccred: 1)
- Report of incident or situation involving behaviors of concern for targeted violence (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Referral of a potential threat of targeted violence to a BTAM unit, program, or process (Qty Initial: 3) (Qty Reaccred: 1 each year)

III. Required References

Florida's Strategy for Targeted Violence Prevention

FDLE's Targeted Violence Threat Reporting and Referral Form

IV. Assessor Guidelines

V. Accreditation Manager Notes

Bullet C may be satisfied via a memorandum of understanding (MOU) with either the Florida Department of Law Enforcement (FDLE) or another law enforcement agency with appropriate jurisdiction and a BTAM unit, program, or process.

Rationale for revision.

To mitigate and prevent targeted violence through the adoption and application of behavioral threat assessment and management (BTAM) within Florida's law enforcement community.

Proposed by: Joshua Quigley, Florid Department of Law Enforcement
Date submitted: 04/28/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.02M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

22.02M

A written directive requires the facility has fire equipment, prevention practices and procedures, to include:

I. Bullets

- A. ~~A fire alarm, automatic and~~ heat and smoke detection system, and lighted or reflective emergency exits; and
- B. ~~A documented~~ fire/safety inspections ~~and testing of fire and smoke alarms as required by local fire code;~~
- ~~C. Documented maintenance of fire suppression equipment pursuant to manufacturer recommendations, industry standards, or as required by the applicable fire code; and~~
- ~~D. A posted evacuation map with marked emergency exits and marked direction to exits.~~

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty initial: 1) (Qty Reaccred: 1)
- Documentation of fire/safety inspections (Qty initial: 1) (Qty Reaccred: 3~~1~~)
- ~~• Documentation of testing (Qty initial: 1) (Qty Reaccred: 3)~~
- ~~• Documentation of maintenance (Qty initial: 1) (Qty Reaccred: 3)~~
- Observation of fire alarm system, automatic detection system, and emergency exits equipment
- Observation of posted evacuation map and emergency exit signs

III. Required References

~~Florida Statute 951.23(5) Applicable fire code or governing authority~~

IV. Assessor Guidelines

V. Accreditation Manager Notes

Each fire inspection report received during the reaccreditation cycle will be included as a proof(s) of compliance in the assessment when provided by the fire inspection authority.

Rationale for revision.

Revision of this standard brings it into parity with corrections standard 31.01M.

Proposed by: Staff

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.05M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

22.05M

A written directive requires documented physical observation at least every 15 minutes for adult prisoners/detainees identified as being suicidal or a danger to themselves. ~~agency staff be available to supervise prisoners/detainees on a continual basis and includes:~~

I. Bullets

- ~~A. Documented physical observation at least every 15 minutes for adult prisoners/detainees identified as being suicidal or a danger to themselves;~~
- ~~B. Documented physical observation at least every 10 minutes for juveniles; and~~
- ~~C. Procedures for supervision of prisoners/detainees that are the opposite sex of the staff member providing supervision.~~

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of physical observations (Qty Initial: 3) (Qty Reaccred: 1 each year ~~each type~~)
- Observation of holding area

III. Required References

IV. Assessor Guidelines

The requirements for documented physical observations do~~s~~ not apply during transport.

V. Accreditation Manager Notes

Rationale for revision.

This standard deals with multiple issues, and separating each issue into individual standards provides clarity. The contents of Bullets B and C were moved to new standards in separate Standards Revision Form submissions.

Proposed by: Staff

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.16M

New Standard	X	Revision		Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

22.16M

A written directive requires documented physical observation at least every 10 minutes for juveniles.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of physical observations (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Observation of holding area

III. Required References

IV. Assessor Guidelines

The requirement for documented physical observations does not apply during transport.

V. Accreditation Manager Notes

Rationale for revision.

Standard 22.05M deals with multiple issues, and moving the content of Bullet B to a new standard provides clarity.

Proposed by: Staff

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 22.17M

New Standard	X	Revision		Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

22.17M

A written directive requires procedures for supervision of prisoners/detainees that are the opposite sex of the staff member providing supervision.

I. Bullets

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Observation of holding area

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Standard 22.05M deals with multiple issues, and moving the content of Bullet C to a new standard provides clarity.

Proposed by: Staff

Date submitted: 05/02/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 25.06M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

25.06M

Communications personnel have immediate access to the following resources:

I. Bullets

- A. Officer in charge;
- B. Duty rosters;
- C. Telephone numbers of every member; and
- ~~D. Telephone numbers of emergency service agencies; and~~
- ~~E-D.~~ Maps of the agency's current service area.

II. Proofs of Compliance

- Observation of immediate access to elements of the standard.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Bullet D of this mandatory standard requires telephone numbers for the broad category of "emergency service agencies," which are enumerated more specifically in 25.07, currently a non-mandatory standard. The remaining bullets all relate to the accredited agency, not external entities. The recommendation is to delete bullet D from this standard and, in a separate SRIC submission, make 25.07 a mandatory standard.

Proposed by: Gary Robinson, Palm Beach County Sheriff's Office

Date submitted: 05/04/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 25.07

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

25.07M

A written directive establishes procedures for procuring external services, to include:

I. Bullets

- A. Fire suppression equipment;
- B. Environmental and human services;
- C. Ambulances;
- D. Aircraft;
- E. Wreckers;
- F. Taxis; and
- G. Other services which are not a component of the agency.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty initial: 1) (Qty Reaccred: 1)
- Interviews

III. Required References

IV. Assessor Guidelines

Other services may include animal control, hazardous material disposal, railroad company, traffic engineering, street-lights, other city or county services, etc.)

V. Accreditation Manager Notes

Rationale for revision.

Standard 25.06M bullet D requires telephone numbers for the broad category of “emergency service agencies,” which are enumerated more specifically in 25.07, currently a non-mandatory standard. Assessments have shown the categories above are being met to comply with 25.06M D. The recommendation is to make 25.07 a mandatory standard, with deleting Bullet D from 25.06M contained in a separated SRIC submission. The assessor guideline “street lights” is revised to the correct “streetlights.”

Proposed by: Gary Robinson, Palm Beach County Sheriff’s Office
 Date submitted: 05/04/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 29.03M

New Standard		Revision	X	Deletion
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Proposal (State the standard exactly as you believe it should appear in the manual).

29.03M

The agency maintains medical ~~and training~~-records for each member with *occupational exposure*.

I. Bullets

II. Proofs of Compliance

- Observation of medical records confidentiality.
- Interviews.

III. Required References

GS1-SL Items #227, # 350, #19, and #162

IV. Assessor Guidelines

If any medical records are maintained by a contracted medical provider, observation of those records is not required.

V. Accreditation Manager Notes

Rationale for revision.

The training records language is redundant. 10.05 M already requires agencies to maintain “complete training records for each member.”

Not all agencies maintain all medical records, relying on contracted medical facilities to maintain all or some. These facilities are subject to the security and privacy requirements of the Health Insurance Portability and Accountability Act (HIPAA). The assessor guideline is added to exempt those records and clarify the standard only applies to records in the physical possession of the agency.

Proposed by: Gary Robinson, Palm Beach County Sheriff’s Office
Date submitted: 03/29/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 32.01M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

32.01M

A written directive establishes procedures for agency computer hardware and software and includes provisions for the following:

I. Bullets

- A. Use of email;
- B. Internet access;
- C. Installation of computer software;
- D. Access restrictions; ~~and~~
- E. Authorized use; ~~and~~
- F. Access to and use of personal identification information in accordance with Florida Statute.

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Observation

III. Required References

Florida Statute 817.568

IV. Assessor Guidelines

Assessors should confirm that the directive includes computers used for law enforcement activities conducted outside of the agency (such as SRO, Task Force members, Academy, etc.)

V. Accreditation Manager Notes

~~The directive must include access to and use of personal identification information contained in all electronic databases as defined in 817.568(1)(f).~~

Rationale for revision.

The AM notes reference information not requested in the Bullets. If we are to write policy based on Florida Statute, it should become a required reference.

Proposed by: Meghan S. Warman, St. Augustine Beach Police Department

Date submitted: March 23, 2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 32.03M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

32.03M

A written directive addresses the use of unmanned aerial vehicles, and includes the following:

I. Bullets

- A. Member responsibilities;
- B. Training;
- C. Privacy considerations;
- D. Criteria for activation;
- E. Retention of recordings; and
- F. Restrictions.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation of current training. (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

Florida Statute 934.50

FAA Small Unmanned Aircraft Regulation Part 107

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

The addition of the word "current" addresses the training requirements established in Part 107.65 (Aeronautical knowledge recency), which prohibits a person from operating a small unmanned aircraft unless they have completed specific training within the previous 24 months, which is only a portion of the accreditation cycle of 36 months. If a person's proof of training was from the 1st year of the accreditation cycle, that person would not be certified/authorized to operate the small unmanned aircraft during the 3rd year of the cycle. Since only one (1) proof of training is required for compliance, it is best practice to demonstrate current training in accordance with Part 107.

Proposed by: Lieutenant Gary Barrett, Leesburg Police Department
Date submitted: 03/28/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ Definition _____

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

CODE OF CONDUCT — ~~Specific guidelines for behavior, including prohibitions.~~

Rationale for revision.

The glossary term *code of conduct* is no longer used in the CFA standards manual.

Proposed by: Staff

Date submitted: 04/05/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ Definition _____

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

~~**INDEPENDENT AUDIT** — A methodical examination and review conducted by an entity from outside the agency.~~

Rationale for revision.

The glossary term *independent audit* is no longer used in the CFA standards manual.

Proposed by: Staff

Date submitted: 04/05/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ Definition _____

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

~~LICENSED HEALTHCARE PROFESSIONAL – A person whose legally permitted scope of practice allows him or her to independently administer the Hepatitis B vaccination.~~

Rationale for revision.

The glossary term *licensed healthcare professional* is no longer used in the CFA standards manual.

Proposed by: Staff

Date submitted: 04/05/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ Definition _____

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

~~**SEXUAL HARRASSMENT** — Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.~~

Rationale for revision.

The glossary term *sexual harassment* is no longer used in the CFA standards manual.

Proposed by: Staff

Date submitted: 04/05/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # _____ Definition _____

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

~~**UNLAWFUL HARRASSMENT** — Conduct that has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.~~

Rationale for revision.

The glossary term *unlawful harassment* is no longer used in the CFA standards manual.

Proposed by: Staff

Date submitted: 04/05/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 4.06M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

Documenting Acceptance of Supporting Materials

4.06M

A written directive establishes a method for documenting the acceptance of case supporting materials received from individuals or entities external to the Office of Inspector General. Documentation of acceptance of case supporting materials should include the following elements:

I. Bullets

- A. A description of the case supporting material(s) received;
- B. The name of the individual or entity who provided the case supporting material(s); and
- C. The date the case supporting material(s) were received.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Proof of documentation of acceptance. (Qty Initial: 1 each bullet) (Qty Reaccred: 1 each bullet for each year)

III. Required References

IV. Assessor Guidelines

Acceptance of case supporting materials documentation may be in electronic form and does not include case supporting materials generated by Office of Inspector General staff.

V. Accreditation Manager Notes

Rationale for revision.

Provides clarification that case supporting materials received from individuals or entities external to the Office of Inspector General should be documented.

Proposed by: Dawn E. Case, OCIG

Date submitted: 04/15/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 4.10M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

Other Investigative Activity

4.10M

A *written directive* requires other investigative activity, as defined by the agency, to include the following elements:

I. Bullets

- A. The complainant is contacted to obtain an understanding of their concerns prior to closure of the other investigative activity, with exceptions documented;
- B. Witnesses are contacted, with exceptions documented;
- C. Evidence or case supporting materials are reviewed, with exceptions documented;
- D. Closure documentation or memorandum summarizing the other investigative activity, with exceptions documented-; and
- E. Each other investigative activity is assigned a number for documentation and tracking purposes.

II. Proofs of Compliance

- *Written directive* addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Case file documentation demonstrating elements of the standard. (Qty Initial: 1 each bullet) (Qty Reaccred: 1 each bullet)
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Offices of Inspectors General may conduct other investigative activities that do not constitute full investigations. These activities, as defined by the agency, may be called, but are not limited to, reviews, preliminary inquiries, or investigative assists. ~~Each review, inquiry, or assist should be given an assigned number for documentation and tracking purposes.~~

Rationale for revision.

To clarify that the intent of this standard is to ensure Offices of Inspectors General contact complainants to obtain relevant information prior to closure of the other investigative activity.

This standard does not refer to contacting the complainant regarding the disposition of their complaint (which is covered in 4.01M Bullet D) or notification to the complainant of the outcome of the activity after it is closed.

Moving the accreditation manager note regarding assigned numbers and removing the word “should” makes this a required element of the agency’s written directive.

Proposed by: Major Michael Meaney, FWC-OIG

Date submitted: 04/15/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG Chapter 6 Introduction

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

CHAPTER 6 WHISTLE-BLOWER'S ACT

This chapter addresses the requirements for meeting the provisions of the Whistle-blower's Act. The Office of Inspector General has a primary role in coordinating the activities of the Act and investigating allegations made by employees of state agencies and independent contractors of state agencies who report certain violations of law. ~~Offices of Inspector General established by non-state agencies also have a primary role in coordinating the activities of the Act and investigating allegations made by employees, individuals, contractors, and/or entities within their respective jurisdiction.~~

Rationale for revision.

A new standard (6.02M) for non-state agencies is being proposed in a separate Standards Revision Form submission.

Proposed by: Dawn E. Case, OCIG

Date submitted: 05/11/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 6.01M

New Standard		Revision	X	Deletion	
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Proposal (State the standard exactly as you believe it should appear in the manual).

Whistle-blower's Act

6.01M

A written directive establishes requirements for ensuring compliance with the Florida Whistle-blower's Act for state agency Offices of Inspectors General, to include:

I. Bullets

- A. A documented review of each complaint for whistle-blower determination;
- B. Confidentiality;
- C. Timeframes, with exceptions justified and documented;
- D. ~~For state agency Offices of Inspectors General, N~~notification to the Florida Department of Law Enforcement, when applicable;
- ~~E. For non-state agency Offices of Inspectors General, notification to the appropriate law enforcement entity, when applicable;~~
- ~~F.E.~~ Provisions for whistle-blowers to respond to the final report; and
- ~~G.F.~~ Procedures for dissemination of the final report to mandated recipients.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Whistle-blower determination documentation. (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Proof of notification to law enforcement, when applicable. (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Notice of opportunity to respond. (Qty Initial: 3) (Qty Reaccred: 1 each year)
- Documentation of dissemination. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

Florida Statute 112.3187-112.31895

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

A new standard (6.02M) for non-state agencies is being proposed in a separate Standards Revision Form submission.

Proposed by: Dawn E. Case, OCIG

Date submitted: 05/11/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 6.02M

New Standard	X	Revision	Deletion
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Proposal (State the standard exactly as you believe it should appear in the manual).

Whistle-blower's Act

6.02M

A written directive establishes requirements for ensuring compliance with the Florida Whistle-blower's Act for non-state agency Offices of Inspectors General, to include:

I. Bullets

- A. A documented review of each complaint for whistle-blower determination; and
- B. Confidentiality.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Whistle-blower determination documentation. (Qty Initial: 3) (Qty Reaccred: 1 each year)

III. Required References

Florida Statute 112.3187-112.3188

IV. Assessor Guidelines

V. Accreditation Manager Notes

Offices of Inspector General established by non-state agencies may have a primary role in coordinating the activities of the Act and investigating allegations made by employees, individuals, contractors, and/or entities within their respective jurisdiction.

Rationale for revision.

Clarifying the specific provisions of the Whistle-blower's Act, F.S. 112.3187 and 112.3188, that apply to non-state agency Offices of Inspectors General, and removing the provisions in F.S. 112.3189 and 112.31895 that only apply to state agency Offices of Inspectors General and are found in 6.01M.

Proposed by: Dawn E. Case, OCIG

Date submitted: 05/11/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG Definition

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

~~**CANDIDATE AGENCY** — An agency that has completed a successful onsite assessment and is being reviewed by the Commission for accreditation or reaccreditation status.~~

Rationale for revision.

The glossary term *candidate agency* is no longer used in the IG standards manual.

Proposed by: Staff

Date submitted: 03/10/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG Definition

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual). CIVILIAN MEMBER ————— A full or part-time person who is not certified and does not possess arrest powers.

Rationale for revision. The glossary term <i>civilian member</i> is no longer used in the IG standards manual.

Proposed by: Staff
Date submitted: 03/10/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG Definition

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

COMPLIANCE KEYS — ~~Documentation or other methods used to demonstrate compliance with a standard.~~

Rationale for revision.

The glossary term *compliance keys* is no longer used in the IG standards manual.

Proposed by: Staff

Date submitted: 03/10/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG Definition

New Standard		Revision		Deletion	X
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Proposal (State the standard exactly as you believe it should appear in the manual).

RULES AND REGULATIONS — ~~Specific guidelines describing allowed and prohibited behavior, actions, or conduct.~~

Rationale for revision.

The glossary term *rules and regulations* is no longer used in the IG standards manual.

Proposed by: Staff

Date submitted: 03/10/2022