



## CFA IG 2.16 Time Sensitive Standards

<u>Standard</u>	<u>Time Frame</u>	<u>Standard Requirement</u>	<u>Status</u>
1.03M	annual	All staff receive a copy of and abide by a code of ethics	
1.04M	annual	Distributed or posted organizational chart, with updates as changes occur	
1.05M	annual	Annual attestation of independence from impairments	
1.08M	annual	Annual report to the Commission to report compliance efforts	
1.11M	at least 30 days prior	The agency notices the public at least 30 days prior to an assessment	
2.04M	annual	Annual performance evaluation of each investigative staff member	
3.01M	within 6 months	Within six months of being hired, staff members assigned to the investigative function receive training in specified areas	
3.02M	every 2 years	Investigators, Director of Investigations, and the Inspector General receive a minimum of 40 hours continuing education every two years	
3.03M	annual	Demonstration of proficiency with firearms for staff members authorized to carry weapons and/or firearms	
3.03M	annual	Refresher training on agency's use of force policy	
3.03M	biennial	Less-lethal weapon training for staff members authorized to carry weapons	
3.03M	biennial	Qualification with firearms for staff members authorized to carry firearms	
3.04M	periodic	All sworn staff members will receive periodic first aid refresher training	
3.05M	annual	Annual investigative staff member training	
3.06M	annual	Annual Dart-Firing Stun Gun training for members authorized to carry	
5.04M	annual	Audit, inspection, and inventory of evidence	
6.01M	timeframes specified by statute, rule, ordinance, or policy	Provisions for whistle-blowers to respond to the final report	
7.01M	timeframes specified by statute	Entities contracting with the state who are the subject of an investigation are provided notification that they may submit a written response after receipt of the findings	
7.02M	timeframes specified by agency	Entities contracting with the non-state agencies who are the subject of an investigation are provided notification that they may submit a written response after receipt of the findings	
7.03M	timeframes specified by statute	Individuals substantially affected by the findings, conclusions, or recommendations of a state agency OIG investigation, but who are not currently afforded an existing right to an independent review process, are notified in writing that they may submit a written response after receipt of the findings	
7.04M	timeframes specified by agency	Individuals substantially affected by the findings, conclusions, or recommendations of a non-state agency OIG investigation are notified in writing that they may submit a written response after receipt of the findings	
9.04M	timely notification	Documented timely notification to law enforcement when there is reasonable grounds to believe a criminal violation has occurred	