CFA IG 2.22 Time Sensitive Standards

Standard	Time Frame	Standard Requirement	Status
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	
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	Documentation showing proficiency with on-duty firearms	
3.03M	Annual	Documentation showing proficiency with personal firearms authorized to carry	
3.03M	annual	Refresher training on agency's use of force policy	
3.03M	biennial	Documentation showing biennial training with each type of less lethal weapon carried	
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	
3.07M	within 6 months	Within six months of being hired, staff members assigned to the investigative function receive training in specified areas	
3.08M	Within 12 months	Proof of training for newly appointed or assigned accreditation manager	
3.09M	Within 12 months	Proof of training for newly appointed or promoted first time supervisors	
5.04M	annual	Examination and inventory of property and evidence	
6.01M/6.02M	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	