CFA 5.30 Time Sensitive Standards

Standard	Time Frame	Standard Requirement	Status
1.01	As changes occur	Organizational Chart	
1.04	Annual	Documented strategic plan review	
2.06M	Annual	A documented annual administrative review of complaints related to biased policing	
3.02M	Annual	Report to CFA regarding compliance with standards by January 31st each year	
4.02M	Annual	Refresher training on agency use of force policy	
4.02M	Annual	Use of Force training in accordance with CJSTC	
4.06M	Biennial	Less-lethal weapon training (for weapons other than the dart firing stun gun)	
4.09M	Annual	Administrative review and analysis of reports	
4.11M	Monthly	Use of force data to FDLE	
4.12M	Annual	Documented inspection of less-lethal weapons to ensure functionality and/or expiration dates are not exceeded	
5.01M	Monthly	Balances at the commencement of the monthly period	
5.02M	Quarterly	Accounting of agency cash activities	
5.05M	Quarterly	Internal audit and report of expenditures to the CEO or designee	
5.06M	Quarterly	Internal audit of funds administered for the civil process function	
10.10M	Annual	Members authorized to carry firearms - Proficiency with firearms	
10.10M		Firearm qualification as required by CJSTC	
10.12M	Within 12 months	Proof of training for newly appointed or promoted first line sworn supervisors	
10.13M	Periodic	First aid refresher training	
10.17M	Annual	Initial and Ongoing training	
10.17M		Weapon and Firearm inspection in accordance with Florida Statute	
10.17M		Firearm qualification in accordance with Florida Statute	
10.17M	Quarterly	Reporting of scheduled guardian training to FDLE when required	
10.17M	Within 30 days	Participants meeting eligibility requirements reported to FDLE	
10.18M	Within 12 months	Proof of training for newly appointed or assigned accreditation manager	
10.19M	Annual	Proof of training (initial and annual refresher) – Active Assailant Event	
10.20M	Annual	Members authorized to carry-dart firing stun gun training	
12.01	Annual	Performance evaluations	
12.06	At least once	Documented completed sworn probationary members evaluations	
14.04M	Annual	Approval of victim/witness rights documents by the Office of the Governor	

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15.03M	Annual	Documented administrative review of agency practices	
15.09M	Within 24 hours	Reports of domestic and dating violence sent to nearest domestic violence center	
15.12M	Within 2 hours	Entry into FCIC/NCIC	
15.12M	Within 90 days	Biological specimen obtained	
15.12M	After 30 days missing	Dental records obtained for inclusion of NCIC dental file	
15.13M	Initial/periodic	Eyewitness Identification training	
15.18M	Initial/periodic	Autism training	
17.01M	Periodic	Training or operational exercise - unusual occurrences	
17.04M	Quarterly	Team training – tactical team	
22.13M	Monthly	Documented inspection of first aid kit(s) with supplies replenished as needed – Holding Areas	
23.05M	Daily	Documented inspections of courtrooms for contraband prior to use	
23.08	Daily	Documented check of duress alarms each day court is in session	
25.10M	Monthly or in conformance with manufacturer recommendations	Documented testing of emergency power source	
25.15M	Within 12 months	Documentation of trainee's 911 Public Safety Telecommunicator certification	
27.03M	Periodic	Refresher training - If the agency has designated specialists to perform crime scene evidence processing, they will receive *specialized training* in the equipment, computer programs and techniques used by the agency.	
27.13M	Annual	Examination of the property and evidence function is conducted by a member not routinely or directly connected with control of evidence	
27.13M	Annual	Inventory of property and evidence is conducted by the property custodian and a designee of the CEO.	
27.14M	Within 30 days	Submit evidence collected in sexual offense investigations	
27.16M	Periodic	Refresher training - If the agency has designated specialists to perform crash scene evidence processing, they will receive *specialized training* and periodic refresher training in the equipment, computer programs and techniques used by the agency.	
29.01M	Annual	Review of exposure control plan	
29.02M	Annual	Infectious disease refresher training	