



CFA SRIC

February 23, 2022
1:00 PM

Agenda

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8.01M	Enterkin
8.02	Enterkin
10.09M	Jewell
10.10M	Robinson
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Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 3.02M

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

3.02M

The agency electronically submits an annual accreditation report to the Commission to report compliance efforts by January 31 each year.

I. Bullets

II. Proofs of Compliance

- Annual Reports (Qty Initial: N/A) (Qty Reaccred: 1 each year)
- Documentation verifying submission of annual reports (Qty Initial: N/A) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

The annual report form, available on the Florida Accreditation website, is required for each calendar year, January 1 – December 31.

Rationale for revision.

Ensures proofs of compliance include a copy of the report and verification of submission of the report, not just a copy of the report itself.

Proposed by: Staff

Date submitted: 12/06/2021



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 to carry lethal or less-lethal weapons receive copies of ~~and are instructed in~~ the agency's use of force policy and before they are authorized to carry lethal or less-lethal weapons.

I. Bullets

- A. Are instructed in the use of force policy before they are authorized to carry any weapon; and
- B. Subsequently receive annual 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 annual 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 annual 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: 12/20/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 8.01M

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

8.01M

If the agency has individuals assigned to *recruitment activities*, they are trained in *equal employment opportunity*.

I. Bullets

II. Proofs of Compliance

- Documentation of training for members assigned to *recruitment activities*. (Qty Initial: 1) (Qty Reaccred: 1)

III. Required References

IV. Assessor Guidelines

Training of Personnel or Human Resource members may qualify to meet this standard.

V. Accreditation Manager Notes

Training should be for everyone involved in the recruiting function, including employees not assigned to the agency.

Rationale for revision.

Not all agencies have individuals assigned to recruitment activities; therefore, those agencies should have the ability to N/A this standard.

Proposed by: Captain Wayne Enterkin, Santa Rosa Sheriff's Office

Date submitted: 11/30/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 8.02

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

8.02

~~If~~ ~~the~~ agency has a recruitment plan to develop racial, ethnic, and gender diversity, ~~that the~~ plan includes the following:

I. Bullets

- A. A statement of objectives;
- B. An action plan designed to achieve the objectives;
- C. Annual evaluation of progress towards objectives; and
- D. Updates or revisions as necessary.

II. Proofs of Compliance

- Recruitment plan which addresses elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Annual evaluation of progress. (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Recruitment plans can be an unnecessary paperwork exercise by smaller agencies who do not actively recruit. Therefore, agencies who do not actively recruit should be able to N/A this standard. Additionally, all agencies are required to submit an EEO Utilization Report bi-annually for the USDOJ. This report compels the agency to detail objectives and steps to achieve those goals as well as a detailed evaluation towards the objective to maintain racial, ethnic, and gender diversity within the agency.

Proposed by: Captain Wayne Enterkin, Santa Rosa Sheriff's Office

Date submitted: 11/30/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 10.09M

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

10.09M

Agency instructors teaching CJSTC *high liability topics* will meet CJSTC requirements for high liability instructors, except for completing the internship requirement and being affiliated with a *training school*.

I. Bullets

II. Proofs of Compliance

- Observe high liability instructors' ATMS records.

III. Required References

CJSTC Guidelines Rule 11B-20

IV. Assessor Guidelines

V. Accreditation Manager Notes

Active certifications are not required for instructors teaching in-service courses.

See 10.13M for instructors teaching other than CJSTC First Aid curriculum.

Rationale for revision.

This standard is meant for those instructors teaching the CJSTC high liability topics. Standard 10.13M relates only to teaching First Aid and points back to this standard. If standard 10.13M allows for other than CJSTC certified instructors, then the added Accreditation Manager Note is to clarify when the exception applies, which is for non-CJSTC first aid classes, such as American Heart Association, Red Cross or American Safety and Health Institute.

Proposed by: Areaka Jewell, Sarasota Police Department

Date submitted: 12/30/2021



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 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.

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

Date submitted: 12/20/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 10.13M

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

10.13M

A *written directive* requires all sworn members receive first aid refresher training, as defined by the agency, on a periodic basis.

I. Bullets

II. Proofs of Compliance

- *Written directive* addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1)
- Proof of training (Qty Initial: 1) (Qty Reaccred: 3)
- Instructor qualifications (Qty Initial: 1) (Qty Reaccred: 3)
- Interview sworn members

III. Required References

~~CJSTC Rule 11B-20.0014(2)(d)5,6~~

IV. Assessor Guidelines

Instructors will possess active CPR or First Aid Instructor Certification for the training curriculum defined by the agency. ~~as outlined in the Required References.~~

V. Accreditation Manager Notes

~~Instructors must either meet requirements of standard 10.09M, or be exempt as outlined in the Required References.~~

Rationale for revision.

Using the CJSTC Rule as a required reference, which is for academy instructors, puts more requirements on the instructors than was intended by this standard. If this standard was meant to allow for other-than-CJSTC certified instructors, such as nurses, paramedics or other entities certified to teach American Heart Association/Red Cross CPR, then the required reference and the AM note should be removed. Leaving the Assessor Guidelines, requiring the instructor possess active CPR/First Aid Instructor Certification and adding "for the training curriculum defined by the agency" allows for either the CJSTC First Aid instructors or other certified instructors to teach this topic, as defined by the agency.

Proposed by: Areaka Jewell, Sarasota Police Department

Date submitted: 12/30/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 12.07

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

12.07

A written directive describes the agency's exit interview process for employee separations. The exit interview will be:

I. Bullets

- A. Completed by the end of the employee's final day of employment; and
- B. Reviewed by the chief executive or designee.

II. Proofs of Compliance

- Written directive addressing elements of the standard (Qty: Initial 1) (Qty Reaccred: 1)
- Completed Exit Interview forms, if applicable (Qty: 1 each) (Qty Reaccred: 1 each)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Proofs should reflect both civilian and sworn employees.

Rationale for revision.

The final opportunity to collect information from employees is the exit interview. This opportunity can help address workplace satisfaction and identify issues that may have an impact on retention as well as future recruitment for the organization. Collecting exit interview data from both civilian and sworn employees provides insight for the chief executive of the department.

Proposed by: Captain Charles Eades, Ocala Police Department

Date submitted: 11/30/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 14.09M

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

14.09M

~~A written directive describes members' use of safety belts in all agency vehicles.~~

~~I. — Bullets~~

~~II. — Proofs of Compliance~~

- ~~• — Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)~~

~~III. — Required References~~

~~Florida Statute 316.614~~

~~IV. — Assessor Guidelines~~

~~V. — Accreditation Manager Notes~~

~~This standard applies to all personnel.~~

Rationale for revision.

This is covered under general traffic enforcement law.

Proposed by: Kimberly Wachter, DFS DIFS

Date submitted: 12/14/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 14.12M

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

14.12M

If the agency uses narcotics for K-9 training, a written directive establishes an accounting system to include:

I. Bullets

- A. Procedures for the issuance and disposition of narcotics used for K-9 training to include when packaging has been compromised;
- B. Security, storage, and accountability of issued training narcotics when not in use;
- C. A documented unannounced inventory of narcotics used for K-9 training is conducted as directed by the agency's CEO; and
- D. Follow-up investigative procedures for lost, missing, or stolen narcotics.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documented issuance/disposition of agency issued narcotics. (Qty Initial: 3) (Qty Reaccred: 3)
- Inventory documentation. (Qty Initial: 1) (Qty Reaccred: 3)

III. Required References

IV. Assessor Guidelines

Inventory - The act or process of cataloging through a full or partial accounting, as defined by the agency, of the quantity of goods or materials on hand.

V. Accreditation Manager Notes

Bullet C – one unannounced inventory each assessment year

Rationale for revision.

Bullet C does not require a specified number of inventories, yet the proof of compliance requires documentation of 3. This accreditation manager note clarifies the requirements of Bullet C.

Proposed by: Kimberly Wachter, DFS DIFS

Date submitted: 12/14/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.10M

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

15.10M

A written directive addresses how law enforcement personnel respond to incidents of sexual violence. The directive will include:

I. Bullets

- A. Initial response, investigations and report writing;
- B. Obtaining medical/counseling assistance for victims;
- C. Evidence collection/preservation; and
- D. Follow-up investigation and supplemental reports.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- ~~Completed reports. (Qty Initial: 3) (Qty Reaccred: 1 each year)~~
- Interviews.

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Rationale for revision.

Completed sexual violence reports should not be included in assessment files which are public record. Any oversights in the redaction of such reports for inclusion as proofs has the potential of making confidential and exempt information available to unauthorized persons. It could also have Marsy's Law complications. Interviews of members responsible for the response and investigation of these types of incidents should be sufficient.

Proposed by: Captain Wayne Enterkin, Santa Rosa Sheriff's Office

Date submitted: 01/13/2022



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.11M

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

15.11M

If the agency conducts surveillance operations, undercover operations, decoy operations, or raids, the agency has a written directive which addresses the following:

I. Bullets

- A. Level or authority that can approve an operation;
- B. Designating a single person to command the operation; and
- ~~C. Notifying the patrol supervisor responsible for the target area;~~
- ~~D. Confirming target location;~~
- ~~E. Identifying and making contact with suspects; and~~
- ~~F.C.~~ Documentation, as required by the agency.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- ~~• Completed agency documentation, e.g. after-action reports, operations plans, incident reports. (Qty Initial: 1) (Qty Reaccred: 1 each year)~~
- Interviews.

III. Required References

IV. Assessor Guidelines

~~Surveillance in this standard is a pre-planned operation as part of a formal criminal investigation.~~

~~Agency is not compelled to notify, but must have parameters for when notification is required or not necessary. (Bullet C)~~

V. Accreditation Manager Notes

Rationale for revision.

The changes are to ensure that applicable exemptions to the Florida statutes are afforded to law enforcement agencies.

Proposed by: Kimberly Wachter, DFS DIFS

Date submitted: 10/15/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 15.21M

New Standard	X	Revision	Deletion
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<p>Proposal (State the standard exactly as you believe it should appear in the manual).</p> <p>15.21M</p> <p>A written directive requires that investigations conducted when a law enforcement officer's use of force results in the death of any person or the intentional discharge of their firearm results in injury or death must be reviewed by an outside entity.</p> <p>I. Bullets</p> <p>II. Proofs of Compliance</p> <ul style="list-style-type: none"> • Written directive addressing elements of the standard (Qty Initial: 1) (Qty Reaccred: 1) <p>III. Required References</p> <p>Florida Statute 943.1740</p> <p>IV. Assessor Guidelines</p> <p>V. Accreditation Manager Notes</p> <p>The written directive must incorporate a requirement for the reviewing entity to complete an independent report. The independent report shall be submitted to the state attorney of the judicial circuit in which the use of force occurred.</p>
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<p>Rationale for revision.</p> <p>In response to Florida Statute 943.1740 Standards for use of force investigations</p>

Proposed by: Staff
 Date submitted: 01/24/2022



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;
- B. ~~A~~ Documented fire/safety inspections ~~and testing of fire and smoke alarms as required by local fire code~~; and
- C. Documented quarterly fire and evacuation drills, ~~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 quarterly fire and evacuation drills ~~testing~~. (Qty initial: ~~4~~2) (Qty Reaccred: ~~3~~2 per year for each year)
- ~~• 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

The actual movement of prisoners/detainees to areas outside of the holding areas is not required.

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: Jeannine West, Highlands County Sheriff's Office

Date submitted: 12/14/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # Chapter 22 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 22 Holding Areas

Standards in this chapter apply to agencies operating short-term holding areas to maintain custody of prisoners/detainees. These areas are designed as temporary collection points prior to transport to a jail or medical facility and include courthouse areas used to temporarily hold prisoners awaiting court or anyone remanded into custody during court proceedings. If these holding areas are staffed by ~~detention~~ trained agency personnel, the standards do not apply. All agencies that operate a short-term holding facility must comply with the standards in this chapter, if applicable.

Rationale for revision.

The change in the chapter introduction is to clarify that the staff is not limited to only detention staff, but the staff trained and assigned by the agency to perform such tasks. I know at some agencies this is not always sworn personnel.

Addition of "short-term" to the last sentence of the chapter introduction is to maintain continuity in the statement.

Proposed by: Kassie Mooneyham, Auburndale Police Department

Date submitted: 12/20/2021



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 agency staff be available to supervise *prisoners/detainees* on a continual basis and includes:

I. Bullets

- A. Documented physical observation at least every 15-10 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, if applicable (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 not apply during transport.

If the agency provides continuous supervision, then physical observation and documentation is not applicable; refer to the Chapter 22 Holding Areas introduction.

V. Accreditation Manager Notes

Rationale for revision.

The change in observation time frame is to maintain continuity. If all prisoners/detainees are being physically observed at the same interval, this decreases the possibility of an error on the part of the agency.

The addition of the second note to the assessor guidelines is to reiterate the chapter statement; which states, "If these holding areas are staffed by ~~detention~~ **trained agency** personnel, the standards do not apply."

Proposed by: Kassie Mooneyham, Auburndale Police Department

Date submitted: 12/20/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # 29.02M

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

29.02M

The agency provides Infectious Disease training for all members who have *occupational exposure* prior to assignment where risk of occupational exposure may occur, which includes the following:

I. Bullets

- A. The agency's Exposure Control Plan;
- B. The basic description, symptoms, and the modes of transmissions of infectious diseases;
- C. The use and limitations of methods that will prevent or reduce exposure, including personal protective equipment;
- ~~D. Information about the agency's hepatitis B vaccination program;~~
- ~~E.D.~~ The *Universal Precautions* philosophy;
- ~~F.E.~~ Procedures to follow if an exposure occurs, including reporting requirements and medical follow-up;
- ~~G.F.~~ The signs, labels, and color coding identifying biohazardous waste;
- ~~H.G.~~ The agency's biohazardous waste disposal procedures;
- ~~I.H.~~ Point of contact for questions; and
- ~~J.I.~~ Annual refresher training.

II. Proofs of Compliance

- Lesson plan (Qty Initial: 1) (Qty Reaccred: 1)
- Proof of training at time of initial assignment. (Qty Initial: 1) (Qty Reaccred: 1 each year)
- Documentation of annual refresher training (Qty Initial: 1) (Qty Reaccred: 1 each year)

III. Required References

CFR 1910.1030

IV. Assessor Guidelines

V. Accreditation Manager Notes

Proofs for training should include various job classifications.

Rationale for revision.

Standard 29.04M was deleted by CFA in June 2021; agencies are no longer required to have a hepatitis B vaccination program.

Proposed by: Farida Mohammed, Fort Lauderdale Police Department
Date submitted: 10/05/21



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 1.08M

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

CFA Annual Report

1.08M

The Office of Inspector General investigations function electronically submits an annual accreditation report to the Commission to report compliance efforts by January 31 of each year.

I. Bullets

II. Proofs of Compliance

- Annual Reports (Qty Initial: N/A) (Qty Reaccred: 1 each year)
- Documentation verifying submission of annual reports (Qty Initial: N/A) (Qty Reaccred: 1 each year)

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

The annual report form, available on the Florida Accreditation website, is required to be filed for each calendar year, January 1 – December 31.

Rationale for revision.

Ensures proofs of compliance include a copy of the report and verification of submission of the report, not just a copy of the report itself.

Proposed by: Dawn E. Case, OCIG

Date submitted: 12/06/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 4.09M

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

Legal Sufficiency Review

4.09M

A written directive establishes procedures for the Office of Inspector General to obtain a review of cases for legal sufficiency when necessary.

I. Bullets

II. Proofs of Compliance

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

III. Required References

IV. Assessor Guidelines

Legal sufficiency as defined by the agency.

V. Accreditation Manager Notes

Rationale for revision.

Allows Inspector General discretion for determining when a case may need a legal sufficiency review.

Proposed by: Dawn E. Case, OCIG

Date submitted: 12/06/2021



Commission for Florida Law Enforcement Accreditation, Inc.

STANDARDS REVISION FORM

Standard # IG 5.04M

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

Evidence Control

5.04M

If the agency has criminal evidence, a written directive designates the position accountable for all evidence within their control, and addresses the following:

I. Bullets

- A. An annual audit of evidence is conducted by a staff member not routinely or directly connected with control of evidence. The annual evidence audit includes an examination of conformance with agency controls, policies and procedures;
- B. An unannounced inspection of evidence storage areas is conducted as directed by the agency's IG. The unannounced inspection includes a review of property and evidence storage areas for organization and orderliness;
- C. An annual inventory of evidence is conducted by the responsible staff member and a designee of the IG. The annual evidence inventory includes a full or partial accounting of evidence, as defined by the agency;
- D. Follow-up investigative procedures for lost, missing, or stolen property or evidence; and
- E. Purging by lawful methods.

II. Proofs of Compliance

- Written directive addressing elements of the standard. (Qty Initial: 1) (Qty Reaccred: 1)
- Documentation demonstrating compliance with each element of the standard. (Qty Initial: 1 each) (Qty Reaccred: 1 each for each year)
- Interviews

III. Required References

IV. Assessor Guidelines

V. Accreditation Manager Notes

Agency policy for inventory must specify amounts or percentages.

~~Audits, inspections and inventories are to be documented separately.~~

Evidence audits, inventories, and inspections may be conducted concurrently with property functions, but must be documented as separate functions.

Rationale for revision.
Eliminates redundancy in the accreditation manager notes.

Proposed by: Dawn E. Case, OCIG

Date submitted: 12/06/2021



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-blowers Act, 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, 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. Provisions for whistle-blowers to respond to the final report; and
- G. 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.

Provides clarification that proof of notification is to appropriate law enforcement officials.

Proposed by: Dawn E. Case, OCIG

Date submitted: 12/06/2021