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| **DCJSlogo2011BWCOMMONWEALTH OF VIRGINIA****Department of Criminal Justice Services**P.O. Box 1300 • Richmond, VA 23218Phone: (804) 786-4700 • Fax: (804) 786-6344 [www.dcjs.virginia.gov](https://www.dcjs.virginia.gov) |
| **Private Security Services – COMPLIANCE INSPECTION** |
| **Information** |
| DCJS ID Number:      | Business Name:      |
| Audit Number:      | DBA/Trade As Name:      |
| Mailing Address (Street/Apt.#):       | City, State, Zip:      |
| Business Physical Address (if different than mailing address):      | City, State, Zip:      |
| Business Phone: (   )             | Fax: (   )             |
| Email Address:      |
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| **PART I: General Provisions** |
|  Comp. Non/Comp. N/A1. Maintain current business address with DCJS, 6 VAC 20-172-70.1 [ ]  [ ]  [ ]
2. Notify DCJS of change in operating or fictitious names, 6 VAC 20-172-70.2 [ ]  [ ]  [ ]
3. Report changes in ownership or principals to DCJS, 6 VAC 20-172-70.3 [ ]  [ ]  [ ]
4. Report change in entity to DCJS, 6 VAC 20-172-70.4 [ ]  [ ]  [ ]
5. Maintain current liability insurance, 6 VAC 20-172-70.5 [ ]  [ ]  [ ]
6. File Irrevocable consent for service, if applicable, 6 VAC 20-172-70.6 [ ]  [ ]  [ ]
7. Employ a valid designated compliance agent, 6 VAC 20-172-70.7 [ ]  [ ]  [ ]
8. Maintain required files (DOH, FP, I9, Reg., Tr., etc), 6 VAC 20-172-70.8 [ ]  [ ]  [ ]
9. Notify DCJS of termination of compliance agent, 6 VAC 20-172-70.9 [ ]  [ ]  [ ]
10. Timely submittal of replacement compliance agent, 6 VAC 20-172-70.10 [ ]  [ ]  [ ]
11. Display business license, 6 VAC 20-172-70.11 [ ]  [ ]  [ ]
12. Fingerprints submitted as required by Code, 6 VAC 20-172-70.12 [ ]  [ ]  [ ]
13. Timely report guilty pleas, convictions, found guilty, 6 VAC 20-172-70.13 [ ]  [ ]  [ ]
14. Report firearm discharges, 6 VAC 20-172-70.15 [ ]  [ ]  [ ]
15. Documentary evidence of terms of agreement, 6 VAC 20-172-70.16 [ ]  [ ]  [ ]
16. Maintain written use of force policy if applicable, 6 VAC 20-172-70.21 [ ]  [ ]  [ ]
17. Maintain permitted intermediate weapons records, 6 VAC 20-172-70.22 [ ]  [ ]  [ ]
18. Maintain detector canine handler team records, 6 VAC 20-172-70.23 [ ]  [ ]  [ ]
19. Employees properly reg. or certified, 6 VAC 20-172-80.4 [ ]  [ ]  [ ]
20. Ensure contractors or subcontractors are licensed, 6 VAC 20-172-80.5 [ ]  [ ]  [ ]
21. Ensure independent contractors have required insurance 6 VAC 20-172-80.6 [ ]  [ ]  [ ]
22. License number on business advertising materials, 6 VAC 20-172-80.12 [ ]  [ ]  [ ]
23. Only utilize vehicles with authorized flashing lights, 6 VAC 20-172-80.18 [ ]  [ ]  [ ]
24. Not use or display state seal of Virginia or DCJS seal, 6 VAC 20-172-80.19 [ ]  [ ]  [ ]
25. Uniforms worn in accordance with, 6VAC20-174-150.17 [ ]  [ ]  [ ]
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| **Comments** *(attach additional pages if needed)* |
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| **Acknowledgement** |
| The results of this inspection have been fully explained to me by the Virginia Department of Criminal Justice Services Investigator. If there are issues of non-compliance, I understand that I must submit an “Action Plan” that as a minimum outlines how I have addressed the non-compliance issues and what steps I have implemented to eliminate or minimize repeat occurrences. The Action Plan must be submitted to the Investigator listed below by no later than \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I also realize that administrative action may occur as a result of the non-compliance issues identified during this compliance inspection. Investigator’s Signature Date Compliance Agent’s Signature Date Print Name Print Name |