

NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S.) § 41101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

- Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Department of Public Safety General Order 71.06, Solicitations in Department Facilities
- Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
Issued: January 12, 1984
- Summary of the contents of the substantive policy statement:**
This policy establishes the Director's guidelines for solicitations and other forms of advertising on Department property. The Director has sole authority to approve or deny requests for solicitations.
- A statement as to whether the substantive policy statement is a new statement or a revision:**
This a revised statement.
- The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**
Name: Captain T.W. Conner
DPS Ombudsman
Address: Department of Public Safety
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2356
- Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**
A free copy of this policy document may be obtained from the Department's Ombudsman at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

- Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**
Department of Public Safety Sobriety Checkpoint Manual
- Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**
Issued: October 1, 1987
- Summary of the contents of the substantive policy statement:**
This policy manual provides guidelines to Highway Patrol commanders and supervisors regarding how to set up and operate sobriety checkpoints. The procedures protect the rights of the motoring public.
- A statement as to whether the substantive policy statement is a new statement or a revision:**
This a new statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Sgt. Dan Sanders
Address: Department of Public Safety
Highway Patrol Bureau Headquarters
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2658

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Highway Patrol Bureau at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Department of Public Safety General Order 31.13, Tow Truck Services

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: January 21, 1986

3. Summary of the contents of the substantive policy statement:

This policy provides guidelines to Highway Patrol district commanders on establishing contracts with tow truck companies for removal of disabled or abandoned vehicles from state and federal highways.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Ken Barton
Address: Department of Public Safety
Special Services Region
2610 South 16th Street
Phoenix, Arizona 85034
Telephone: (602) 223-2522

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Highway Patrol district office at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Department of Public Safety General Order 31.14, Vehicle Removal

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: September 29, 1995

3. Summary of the contents of the substantive policy statement:

This policy provides guidelines for removal of vehicles from public rights-of-way pursuant to Title 28. The policy also allows vehicle owners to request and receive a post-storage hearing within 48 hours.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Sgt. Dan Sanders
Address: Department of Public Safety
Highway Patrol Bureau Headquarters
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2658

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Highway Patrol district office at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Department of Public Safety Tow Truck Manual for District Rotation Lists

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: April 20, 1983

3. Summary of the contents of the substantive policy statement:

This manual provides guidelines to Highway Patrol district commanders for establishing a tow truck rotation program, a contract towing program, or a combination that best serves the needs of the public.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Ken Barton
Address: Department of Public Safety
Special Services Region
2610 South 16th Street
Phoenix, Arizona 85034
Telephone: (602) 223-2522

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Highway Patrol district office at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Arizona Security Guard Agency Laws and Security Guard Administrative Rules Booklet

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1991

3. Summary of the contents of the substantive policy statement:

This booklet includes the complete text of A.R.S. Title 32, Chapter 26, regarding security guards, as well as the complete text of the Department's administrative rules on security guards from 13 A.A.C. 6.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Licensure of Security Guard Brokers

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: September 11, 1995

3. Summary of the contents of the substantive policy statement:

Any person or business that provides security personnel, other than for traffic control, must be licensed as a security guard agency or broker. Police officers are exempt from this requirement when working for a licensed security guard agency or broker.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Department of Security Guard Registration for Persons Convicted of Certain Crimes

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1993

3. Summary of the contents of the substantive policy statement:

Persons convicted of offenses listed in A.R.S. §§ 13-907(B) and 36-2622 will not receive a security guard registration unless they can prove compliance with A.R.S. § 32-2622.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Tow Truck Unit Policy on Conducting Annual Inspections of Tow Trucks

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: May 23, 1997

3. Summary of the contents of the substantive policy statement:

Whenever possible, a tow truck inspector shall arrange to meet with small tow truck companies at a convenient location within the district in order to conduct their annual tow truck safety inspections.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a new statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Ken Barton
Address: Department of Public Safety
Special Services Region
2610 South 16th Street
Phoenix, Arizona 85034
Telephone: (602) 223-2522

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Tow Truck Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Arizona Private Inspector Laws and Administrative Rules Booklet

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1992

3. Summary of the contents of the substantive policy statement:

This booklet contains the text of A.R.S. Title 32, Chapter 24, regarding private investigation services, and the complete text of the Department's administrative rules on private investigators from 13 A.A.C. 2.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Denial of Private Investigator's License to an Applicant Convicted of a Felony

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: October 1, 1992

3. Summary of the contents of the substantive policy statement:

Based upon an Attorney General's opinion, any applicant convicted of a violent felony shall be issued a private investigator's license.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Request for Copy of an Offense/Incident Report from the Department Records Unit

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1991

3. Summary of the contents of the substantive policy statement:

This form notifies a requester that the person's letter has been forwarded to the Document Custodian. The form provides the forwarding address and telephone number of the Document Custodian.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Craig Morgan
Address: Department of Public Safety
Document Custodian
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2345

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Document Custodian at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Request for Accident from the Department Records Unit

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1991

3. Summary of the contents of the substantive policy statement:

This form allows an individual to request a copy of a vehicle accident report, and related photographs if available. A fee is charged for the report and photos. Reports are not available for commercial use.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Mary Baumann
Address: Department of Public Safety
Department Records Unit
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2226

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Records Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Review and Challenge of Arizona Criminal History Record Information

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 11, 1994

3. Summary of the contents of the substantive policy statement:

This form allows a person with an arrest record to submit a written summary of exceptions to the Department's record. The exceptions become a permanent part of the person's file.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Janice Draper
Address: Department of Public Safety
Criminal History Records Unit
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2674

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Criminal History Records Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Department of Security Guard Registration for Persons Convicted of Certain Crimes

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: July 15, 1993

3. Summary of the contents of the substantive policy statement:

Persons convicted of offenses listed in A.R.S. §§ 13-907(B) and 36-2622 will not receive a security guard registration unless they can prove compliance with A.R.S. § 32-2622.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Lt. Debra Howard
Address: Department of Public Safety
Licensing, Permits, and Handgun Clearance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2685

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A free copy of this policy document may be obtained from the Department's Licensing Unit at the above address.

NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

DEPARTMENT OF PUBLIC SAFETY

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:

Public Competitive Bidding for Goods and Services (Arizona Procurement Code, Chapter 23)

2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:

Issued: January 1, 1985

3. Summary of the contents of the substantive policy statement:

This policy document outlines public competitive bidding requirements for acquisition of goods and services used by the Department.

4. A statement as to whether the substantive policy statement is a new statement or a revision:

This a revised statement.

Notices of Substantive Policy Statements

5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:

Name: Ms. Lu Himmelstein
Address: Department of Public Safety
Finance Section
2102 West Encanto Boulevard
Phoenix, Arizona 85009
Telephone: (602) 223-2443

6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:

A copy of this policy document may be examined in the Department's Finance Section at the above address.