

DEPARTMENT OF MILITARY AFFAIRS AND PUBLIC SAFETY  
**CAPITOL POLICE**  
**DIVISION OF PROTECTIVE SERVICES**  
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**MEMORANDUM**

TO: Secretary Jeff S. Sandy, Cabinet Secretary, CFE, CAMS

FROM: Kevin J. Foreman, Director

DATE: July 3, 2018

RE: Regulatory Review

Dear Secretary Sandy:

The following is a response to Executive Order Number 3-18, Regulatory Review signed by Governor Justice on January 10th, 2018, requiring executive agencies with rule making authority to provide a review. The Division of Protective Services has two (2) active legislative rules, that are listed below.

**Legislative Rule 99-02**

**Ranks and Duties of Officers within the membership of the division**

- I. This legislative rule establishes the ranks and duties of officers within the membership of the division. It was promulgated in April, 2012 and has not been modified.
- II. This legislative rule should remain in effect, but should be modified to add one (1) additional rank.
- III. This legislative rule provides the rank structure of the agency and specifies where the duties and responsibilities of each rank can be located.
- IV. N/A

**Legislative Rule 99-05**

**Contracted Police or Security Services**

- I. This legislative rule specifies the conditions under which the West Virginia Division of Protective Services may contract with entities for the performance of extraordinary police or security services and establishes the procedure to be followed. It was promulgated in June, 2013 and has not been modified.
- II. This rule should remain unchanged.
- III. This rule allows the Division the ability to contract for certain police or security services, where it is necessary for the Division to be present, but allows the Division to seek reimbursement for the same
- IV. N/A