

Office of Regulatory Management  
Economic Review Form

<b>Agency name</b>	Department of Criminal Justice Services
<b>Virginia Administrative Code (VAC) Chapter citation(s)</b>	6 VAC 20- 100
<b>VAC Chapter title(s)</b>	Rules Relating to Compulsory Minimum Training Standards for Correctional Officers of the Department of Corrections, Division of Adult Institutions
<b>Action title</b>	Comprehensive Review of the Compulsory Minimum Training Standards for Correctional Officers of the Department of Corrections
<b>Date this document prepared</b>	09/19/2024 Amended: 01/07/2025
<b>Regulatory Stage (including Issuance of Guidance Documents)</b>	Proposed

**Cost Benefit Analysis**

Complete Tables 1a and 1b for all regulatory actions. You do not need to complete Table 1c if the regulatory action is required by state statute or federal statute or regulation and leaves no discretion in its implementation.

Table 1a should provide analysis for the regulatory approach you are taking. Table 1b should provide analysis for the approach of leaving the current regulations intact (i.e., no further change is implemented). Table 1c should provide analysis for at least one alternative approach. You should not limit yourself to one alternative, however, and can add additional charts as needed.

Report both direct and indirect costs and benefits that can be monetized in Boxes 1 and 2. Report direct and indirect costs and benefits that cannot be monetized in Box 4. See the ORM Regulatory Economic Analysis Manual for additional guidance.

**Table 1a: Costs and Benefits of the Proposed Changes (Primary Option)**

<p>(1) Direct &amp; Indirect Costs &amp; Benefits (Monetized)</p>	<p>Direct Costs: Describe the direct costs of this proposed change here.</p> <p>Indirect Costs: There is a cost savings related to the firearms category of training and ammunition.</p> <p>Direct Benefits: The enhanced, more efficient training of DOC BCO (Basic Corrections Officer) recruits is a direct benefit of this regulatory change.</p> <p>Indirect Benefits: Describe the indirect benefits of the proposed change.</p>	
<p>(2) Present Monetized Values</p>	<p>Direct &amp; Indirect Costs</p>	<p>Direct &amp; Indirect Benefits</p>
	<p>(a) There are indirect costs associated with this regulation currently, as there is a requirement in the Firearms category of BCO training for each recruit to fire a minimum of 200 practice rounds prior to qualification. With current training standards and requirements, for CY 2024, the cost for 9MM (handgun) ammunition was \$168,533.40 (a total of 419,450 rounds), .223 ammunition (rifle) was \$14,329.46 (22,665 rounds), and #4 (shotgun) ammunition was \$17,668.60 (22,985 rounds).</p>	<p>(b) There are direct benefits associated with this regulation, namely the enhanced training of new recruits for the Department of Corrections and a cost savings in practice ammunition rounds. By removing the requirement of each recruiting needing to shoot a minimum of 200 practice rounds prior to handgun qualification, DOC will save the Commonwealth approximately 10-15% (over \$12,000 per year based on current pricing).</p>
<p>(3) Net Monetized Benefit</p>	<p>Over \$12,000 savings, based on 2024 ammunition pricing</p>	
<p>(4) Other Costs &amp; Benefits (Non-Monetized)</p>	<p>N/A</p>	

(5) Information Sources	Virginia Department of Corrections
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**Table 1b: Costs and Benefits under the Status Quo (No change to the regulation)**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: Describe the direct costs of this proposed change here.</p> <p>Indirect Costs: Describe the indirect costs of the proposed change.</p> <p>Direct Benefits: Describe the direct benefits of this proposed change here.</p> <p>Indirect Benefits: Describe the indirect benefits of the proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) N/A	(b) N/A
(3) Net Monetized Benefit	N/A	
(4) Other Costs & Benefits (Non-Monetized)	N/A	
(5) Information Sources	N/A	

**Table 1c: Costs and Benefits under Alternative Approach(es)**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: Describe the direct costs of this proposed change here.</p> <p>Indirect Costs: Describe the indirect costs of the proposed change.</p> <p>Direct Benefits: Describe the direct benefits of this proposed change here.</p> <p>Indirect Benefits: Describe the indirect benefits of the proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) N/A	(b) N/A

(3) Net Monetized Benefit	N/A
(4) Other Costs & Benefits (Non-Monetized)	N/A
(5) Information Sources	N/A

**Impact on Local Partners**

Use this chart to describe impacts on local partners. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 2: Impact on Local Partners**

(1) Direct & Indirect Costs & Benefits (Monetized)	<p>Direct Costs: Describe the direct costs of this proposed change here.</p> <p>Indirect Costs: Describe the indirect costs of the proposed change.</p> <p>Direct Benefits: Describe the direct benefits of this proposed change here.</p> <p>Indirect Benefits: Describe the indirect benefits of the proposed change.</p>	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) There are no direct or indirect costs associated with this regulatory change.	(b) There are no direct or indirect benefits associated with this regulation, other than the enhanced training of new recruits for the Department of Corrections.
(3) Other Costs & Benefits (Non-Monetized)	N/A	
(4) Assistance	N/A	
(5) Information Sources	N/A	

**Impacts on Families**

Use this chart to describe impacts on families. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 3: Impact on Families**

(1) Direct & Indirect Costs & Benefits (Monetized)	Direct Costs: Describe the direct costs of this proposed change here.  Indirect Costs: Describe the indirect costs of the proposed change.  Direct Benefits: Describe the direct benefits of this proposed change here.  Indirect Benefits: Describe the indirect benefits of the proposed change.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a) There are no direct or indirect costs associated with this regulatory change for families in the Commonwealth.	(b) There are no direct or indirect benefits associated with this regulation, other than the enhanced training of new recruits for the Department of Corrections.
(3) Other Costs & Benefits (Non-Monetized)	N/A	
(4) Information Sources	N/A	

**Impacts on Small Businesses**

Use this chart to describe impacts on small businesses. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

**Table 4: Impact on Small Businesses**

(1) Direct & Indirect Costs & Benefits (Monetized)	Direct Costs: Describe the direct costs of this proposed change here.  Indirect Costs: Describe the indirect costs of the proposed change.  Direct Benefits: Describe the direct benefits of this proposed change here.  Indirect Benefits: Describe the indirect benefits of the proposed change.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits

	(a) There are no direct or indirect costs associated with this regulatory change for small businesses in the Commonwealth.	(b) There are no direct or indirect benefits associated with this regulation, other than the enhanced training of new recruits for the Department of Corrections.
(3) Other Costs & Benefits (Non-Monetized)	N/A	
(4) Alternatives	N/A	
(5) Information Sources	N/A	

**Changes to Number of Regulatory Requirements**

**Table 5: Regulatory Reduction**

For each individual action, please fill out the appropriate chart to reflect any change in regulatory requirements, costs, regulatory stringency, or the overall length of any guidance documents.

*Change in Regulatory Requirements*

VAC Section(s) Involved*	Authority of Change	Initial Count	Additions	Subtractions	Total Net Change in Requirements
6 VAC20-100-20	(M/A):	1	0	0	0
	(D/A):	0	0	0	0
	(M/R):	0	0	0	0
	(D/R):	10	0	-80 hours of basic training and -80 hours for field training	0
<b>Grand Total of Changes in Requirements:</b>					(M/A):0 (D/A):0 (M/R):0 (D/R):0

**Key:**

*Please use the following coding if change is mandatory or discretionary and whether it affects externally regulated parties or only the agency itself:*

**(M/A):** Mandatory requirements mandated by federal and/or state statute affecting the agency itself

**(D/A):** Discretionary requirements affecting agency itself

**(M/R):** Mandatory requirements mandated by federal and/or state statute affecting external parties, including other agencies

**(D/R):** Discretionary requirements affecting external parties, including other agencies

*Cost Reductions or Increases (if applicable)*

VAC Section(s) Involved*	Description of Regulatory Requirement	Initial Cost	New Cost	Overall Cost Savings/Increases
6 VAC20-100-20 (within the DIBR)	Previously, within the DIBR, there was a requirement for a new recruit to shoot a minimum of 200 practice rounds (Performance Outcome 9.5).	N/A	N/A	Although exact costs are unknown and can vary year-to-year based on ammunition costs, DCJS and DOC estimate an approximate 10-15% reduction in cost (over

	This has been amended to now state (9.5.2.) “Fire a minimum of 60 and a maximum of 240 rounds with issued ammunition in daylight conditions using department-issued handgun and ammunition prior to qualification.”			\$12,000/year) in ammunition, as the minimum number of 200 practice rounds is no longer required in the Firearms category of training for new recruits.

*Other Decreases or Increases in Regulatory Stringency (if applicable)*

<b>VAC Section(s) Involved*</b>	<b>Description of Regulatory Change</b>	<b>Overview of How It Reduces or Increases Regulatory Burden</b>
6 VAC20-100-20	Reduction in minimum number of training hours from 400 to 320 hours to reduce redundancy and promote efficiency at the academy, and a reduction of 200 to 120 minimum hours of field training. These equate to approximately 20% and 40% reductions in regulatory stringency.	Although new DOC recruits will still be mandated to have a minimum number of hours for training and instruction, the total amount is being reduced from 400 to 320 hours for efficiency purposes during academy time, and then a reduction of 80 hours (200 to 120 minimum hours) for field training. This equates to an approximate 20% reduction in basic training and a 40% reduction in field training.

*Length of Guidance Documents (only applicable if guidance document is being revised)*

<b>Title of Guidance Document</b>	<b>Original Word Count</b>	<b>New Word Count</b>	<b>Net Change in Word Count</b>
N/A	N/A	N/A	N/A



\*If the agency is modifying a guidance document that has regulatory requirements, it should report any change in requirements in the appropriate chart(s).