

OUTFITTERS & GUIDES LICENSING BOARD	POLICY NUMBER: 3000	PAGE NUMBER: 1 of 3
	SUBJECT: Enforcement Procedures	Drafted: Adopted: 11/10/1988 Revised: 8/19/05 Reformatted: 10/26/15

1.00.00 POLICY OF THE AGENCY

It is the policy of the Outfitters and Guides Licensing Board that the Agency complies with applicable state statutes regarding the Enforcement Procedures.

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3.00.00 REFERENCES

4.00.00 PROCEDURE

4.01.00 Policy

Effective enforcement of Idaho Code, Title 36, Chapter 21, and Board Rules and Regulations promulgated thereunder requires a coordinated effort by and between the Board and other law enforcement agencies, prosecuting attorneys, and Idaho's court system. Thus the enforcement policy of the Board is to:

- 4.01.01 Establish a permanent, full time Chief, Education/Law Enforcement, position to oversee and coordinate the Board's enforcement effort and to employ such part-time enforcement agents and investigators as funds will permit to conduct investigations and enforce the provisions of Idaho Code, Title 36, Chapter 21, and Rules promulgated thereunder.

4.02.00 Employment

To employ only:

- 4.02.01 Enforcement agents who have had previous law enforcement experience and who possess or can acquire Idaho P.O.S.T. Academy certification as peace officers, or

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4.02.02 Investigators who can serve in a manner not requiring their being peace officers in the investigation of licensee compliance in accordance with Section 36-2107 (h) Idaho Code, and Board Rules.

Enforcement agent(s) and investigator(s) shall be under the direct supervision of the Chief, Education/Law Enforcement, in carrying out their assigned responsibilities.

4.03.00 Equipment and Animal Use

Authorize the use of personal equipment and animals by employees of the Board as provided below:

4.03.01 Use: The Board will not accept any liability for losses or damages to the personal property of an employee.

4.03.02 Approval: Whenever practical, the employee will obtain prior supervisory approval to use personal equipment or animals. Reimbursement claims, when prior approval was not received, may be denied.

4.03.03 Reimbursement Rates for personal property used will be at the current approved rate of reimbursement established by the Idaho State Board of Examiners.

4.03.04 Audits: Documentation shall be maintained to establish the need, use and reimbursement of personal property in accordance with established State of Idaho accounting principles.

4.03.05 Reimbursement: Reimbursement will be made upon receipt of a signed invoice or statement. Documents for the reimbursement use of personal property shall be submitted with the expense accounts monthly.

4.04.00 Undercover Operations

Conduct undercover operations as an effective means to cope with illegal outfitting activities within the state of Idaho. The Board by and through its Chief, Education/Law Enforcement:

4.04.01 Shall, when appropriate, coordinate its undercover activities with other state and federal law enforcement agencies.

4.04.02 Shall solicit the cooperation of the Idaho Department of Fish and Game to obtain applicable special tags for those game species which may be involved in the conduct of a given covert activity, with any game animal so taken becoming the property of the state of Idaho; and

4.04.03 Where an individual may assist a Board Enforcement Agent and chooses to utilize

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his/her own legal tag, the individual will be allowed to keep the species taken.

4.05.00 Enforcement Activities

Establish the following procedure pertaining to the Board's enforcement activities:

4.05.01 All requests for data or inquiries, pertaining to the Board's enforcement effort from whatever source shall be referred to the Chief, Education/Law Enforcement; when the Chief is not available, the Executive Director of the Board is to be contacted; if the Executive Director is not available then any member of the Board is to be contacted.

4.06.00 Investigation:

Investigation of alleged violations of Idaho Code, Title 36, Chapter 21, and Board Rules and Regulations promulgated thereunder as applicable to both licensed and unlicensed outfitters and guides. Said alleged violations shall be screened by the Chief, Education and Law Enforcement, Board's Enforcement Attorney and the Executive Director to determine that course of action most effective to bring the alleged violation to resolution.

Executive Director, IOGLB

Date