
Department of Forensic Sciences

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Description	FY 2014 Actual	FY 2015 Approved	FY 2016 Proposed	% Change from FY 2015
Operating Budget	\$12,749,744	\$16,218,598	\$15,388,265	-5.1
FTEs	113.9	136.3	136.0	-0.2

The mission of the Department of Forensic Sciences (DFS) is to produce high-quality, timely, accurate, and reliable forensic science with the use of the best available technology and practices, unbiased science, and transparency with the overall goal of enhancing public health and safety.

Summary of Services

DFS provides independent analysis of evidence and samples submitted by agencies within the District of Columbia and its federal neighbors. The Forensic Science Laboratory Division analyzes evidence submitted from criminal cases, including DNA, fingerprints, firearms, materials, and digital evidence. The DFS also provides expert witness testimony in defense of their analytical reports in the District's courts of law. The Public Health Laboratory Division provides diagnostic and analytical testing for biological pathogens and chemical agents from clinical, environmental, or food sources and provides emergency response testing. The Crime Scene Sciences Division collects, analyzes, processes, and preserves evidence found at crime scenes in the District. The DFS Directorate supports the work of the entire agency through strategic direction, training, quality assurance, research, recruitment and hiring of personnel, information technology, data management, fleet management, procurement, and other administrative support services. The Scientific Advisory Board provides guidance including peer review to ensure that scientifically valid protocols are developed, followed, and updated.

The agency's FY 2016 proposed budget is presented in the following tables:

FY 2016 Proposed Gross Funds Operating Budget, by Revenue Type

Table FR0-1 contains the proposed FY 2016 agency budget compared to the FY 2015 approved budget. It also provides FY 2013 and FY 2014 actual expenditures.

Table FR0-1
(dollars in thousands)

Appropriated Fund	Actual FY 2013	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Percent Change*
General Fund						
Local Funds	7,546	11,856	14,472	14,614	143	1.0
Total for General Fund	7,546	11,856	14,472	14,614	143	1.0
Federal Resources						
Federal Grant Funds	0	94	759	460	-299	-39.4
Total for Federal Resources	0	94	759	460	-299	-39.4
Intra-District Funds						
Intra-District Funds	2,156	800	988	314	-674	-68.2
Total for Intra-District Funds	2,156	800	988	314	-674	-68.2
Gross Funds	9,702	12,750	16,219	15,388	-830	-5.1

*Percent change is based on whole dollars.

Note: If applicable, for a breakdown of each Grant (Federal and Private), Special Purpose Revenue type and Intra-District agreement, please refer to **Schedule 80 Agency Summary by Revenue Source** in the **FY 2016 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2016 Proposed Full-Time Equivalents, by Revenue Type

Table FR0-2 contains the proposed FY 2016 FTE level compared to the FY 2015 approved FTE level by revenue type. It also provides the FY 2013 and FY 2014 actual data.

Table FR0-2

Appropriated Fund	Actual FY 2013	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Percent Change
General Fund						
Local Funds	57.4	113.0	128.2	130.2	2.0	1.6
Total for General Fund	57.4	113.0	128.2	130.2	2.0	1.6
Federal Resources						
Federal Grant Funds	0.0	0.0	3.0	3.0	0.0	0.0
Total for Federal Resources	0.0	0.0	3.0	3.0	0.0	0.0
Intra-District Funds						
Intra-District Funds	6.1	0.9	5.1	2.8	-2.3	-45.9
Total for Intra-District Funds	6.1	0.9	5.1	2.8	-2.3	-45.9
Total Proposed FTEs	63.6	113.9	136.3	136.0	-0.3	-0.2

FY 2016 Proposed Operating Budget, by Comptroller Source Group

Table FR0-3 contains the proposed FY 2016 budget at the Comptroller Source Group (object class) level compared to the FY 2015 approved budget. It also provides FY 2013 and FY 2014 actual expenditures.

Table FR0-3
(dollars in thousands)

Comptroller Source Group	Actual FY 2013	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Percent Change*
11 - Regular Pay - Continuing Full Time	4,477	7,772	10,649	10,368	-280	-2.6
12 - Regular Pay - Other	670	82	426	527	101	23.7
13 - Additional Gross Pay	9	171	253	222	-31	-12.1
14 - Fringe Benefits - Current Personnel	816	1,597	2,318	2,059	-259	-11.2
15 - Overtime Pay	37	19	8	39	31	361.7
Subtotal Personal Services (PS)	6,010	9,640	13,655	13,216	-438	-3.2
20 - Supplies and Materials	821	812	1,312	821	-492	-37.5
31 - Telephone, Telegraph, Telegram, Etc.	123	24	0	0	0	N/A
40 - Other Services and Charges	1,371	1,209	753	1,070	317	42.1
41 - Contractual Services - Other	157	147	410	90	-320	-78.1
50 - Subsidies and Transfers	0	95	0	0	0	N/A
70 - Equipment and Equipment Rental	1,220	822	89	191	103	115.9
Subtotal Nonpersonal Services (NPS)	3,693	3,109	2,564	2,172	-392	-15.3
Gross Funds	9,702	12,750	16,219	15,388	-830	-5.1

*Percent change is based on whole dollars.

Program Description

The Department of Forensic Sciences operates through the following 4 programs:

Forensic Science Laboratory Division (Investigative Forensic Services) – provides independent scientific examinations and analysis to stakeholders submitting physical evidence in criminal cases, providing these services to District governmental agencies and neighboring Federal agencies.

This program contains the following 6 activities:

- **Administrative and Support Services** – provides administrative support for the needs of the Forensic Science Laboratory Division;
- **Forensic Biology Unit** – provides analysis of blood and other tissue samples for identification;
- **Materials Analysis Unit (Trace Evidence Analysis)** – provides analysis of materials, such as coatings (paints), glass, textiles, and composites (like plastics and duct tape) for classification, comparison, and sourcing; ;
- **Latent Fingerprint Unit (Fingerprinting Analysis)** – provides analysis of fingerprints for identification;
- **Firearms Examination Unit (Firearms and Tool Mark Examinations)** – provides analysis of firearms and ammunition; and
- **Digital Evidence Unit (Digital and Documents)** – provides analysis of electronic devices and other sources of electronic information.

Public Health Laboratory Division (Public Health Laboratory Services) – provides testing of biological and chemical samples that relate to public health and safety, such as infectious diseases, hazardous chemicals, or biological contamination, up to and including bio- or chemical terrorist attacks.

This program contains the following 3 activities:

- **Administrative and Support Services** – provides administrative and ancillary support services for the Public Health Laboratory Division;
- **Biological Science Unit (Biological Science Services)** – provides testing for naturally occurring or man-made infectious agents responsible for human illness or mortality; and
- **Chemical Science Unit (Chemical Science Services)** – provides testing for chemical agents in clinical or environmental specimens that negatively impact human health.

Crime Scene Sciences Division (Crime Scene Sciences) – provides the collection, analysis, processing, and preservation of evidence found in association of a crime scene that is critical to solving crimes in the District.

This program contains the following 3 activities:

- **Administrative and Support Services** – provides administrative support for the needs of the Crime Scene Sciences Division;
- **Central Evidence Unit (Evidence Control Center)** – responsible for the intake, processing, and transfer of evidence with stakeholder agencies; and
- **Crime Scene Sciences Unit (Crime Scene Response)** – provides the science applied at a crime scene to collect, analyze, process, and preserve evidence.

Agency Management – provides for administrative support and the required tools to achieve operational and programmatic results. This program is standard for all agencies using performance-based budgeting.

Program Structure Change

The Department of Forensic Sciences has no program structure changes in the FY 2016 proposed budget.

FY 2016 Proposed Operating Budget and FTEs, by Program and Activity

Table FR0-4 contains the proposed FY 2016 budget by program and activity compared to the FY 2015 approved budget. It also provides the FY 2014 actual data.

Table FR0-4

(dollars in thousands)

Program/Activity	Dollars in Thousands				Full-Time Equivalents			
	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015	Actual FY 2014	Approved FY 2015	Proposed FY 2016	Change from FY 2015
(1000) Agency Management								
(100F) AFO	32	49	0	-49	0.0	0.0	0.0	0.0
(1010) Personnel	753	1,320	111	-1,209	9.2	12.2	1.0	-11.2
(1015) Training	2	0	278	278	0.0	0.0	2.0	2.0
(1040) Information Technology	506	602	820	217	4.6	5.0	6.0	1.0
(1055) Risk Management	0	0	261	261	0.0	0.0	2.0	2.0
(1060) Legal	0	58	245	188	1.8	1.0	2.2	1.2
(1070) Fleet Management	0	0	13	13	0.0	0.0	0.0	0.0
(1085) Customer Service	257	41	117	76	0.0	0.0	1.0	1.0
(1090) Performance Management	508	513	1,512	998	0.9	5.0	10.0	5.0
Subtotal (1000) Agency Management	2,059	2,583	3,357	774	16.6	23.2	24.2	1.0
(1100) Advisory Board								
(1110) Administrative and Support Services	7	0	0	0	0.0	0.0	0.0	0.0
Subtotal (1100) Advisory Board	7	0	0	0	0.0	0.0	0.0	0.0
(2000) Investigative Forensic Services								
(2010) Administrative and Support Services	1,303	1,244	415	-829	5.6	10.0	3.0	-7.0
(2020) Forensic Biology Unit	2,296	2,718	2,042	-676	13.9	18.2	15.2	-3.0
(2030) Trace Evidence Analysis	63	375	457	83	2.8	3.0	3.0	0.0
(2040) Fingerprinting Analysis	792	770	1,171	401	15.7	7.0	11.0	4.0
(2050) Firearms and Tool Mark Examination	983	2,345	1,232	-1,112	10.2	17.0	13.5	-3.5
(2060) Digital and Documents	137	504	709	205	0.0	5.0	7.0	2.0
Subtotal (2000) Investigative Forensic Services	5,573	7,954	6,026	-1,928	48.1	60.2	52.8	-7.5
(3000) Public Health Laboratory Services								
(3010) Administrative and Support Services	1,071	1,209	779	-430	4.0	11.8	8.0	-3.8
(3020) Biological Science Services	1,470	1,897	1,217	-680	6.1	13.0	8.0	-5.0
(3030) Chemical Science Services	94	103	457	354	9.5	0.0	3.0	3.0
Subtotal (3000) Public Health Laboratory Services	2,635	3,209	2,453	-756	19.6	24.8	19.0	-5.8
(4000) Crime Scene Sciences								
(4010) Administrative and Support Services	172	100	431	332	0.9	0.0	4.0	4.0
(4020) Evidence Control Center	14	129	634	504	0.0	1.0	8.0	7.0
(4030) Crime Scene Response	2,290	2,243	2,488	245	28.7	27.0	28.0	1.0
Subtotal (4000) Crime Scene Sciences	2,476	2,472	3,553	1,080	29.6	28.0	40.0	12.0
Total Proposed Operating Budget	12,750	16,219	15,388	-830	113.9	136.3	136.0	-0.3

(Change is calculated by whole numbers and numbers may not add due to rounding)

Note: For more detailed information regarding the proposed funding for the activities within this agency's programs, please see **Schedule 30-PBB Program Summary by Activity** in the **FY 2016 Operating Appendices** located on the Office of the Chief Financial Officer's website.

FY 2016 Proposed Budget Changes

The Department of Forensic Sciences' (DFS) proposed FY 2016 gross budget is \$15,388,265, which represents a 5.1 percent decrease from its FY 2015 approved gross budget of \$16,218,598. The budget is comprised of \$14,614,021 in Local funds, \$459,874 in Federal Grant funds, and \$314,370 in Intra-District funds.

Current Services Funding Level

The Current Services Funding Level (CSFL) is a Local funds ONLY representation of the true cost of operating District agencies, before consideration of policy decisions. The CSFL reflects changes from the FY 2015 approved budget across multiple programs, and it estimates how much it would cost an agency to continue its current programs and operations into the following fiscal year. The FY 2016 CSFL adjustments to the FY 2015 Local funds budget are described in table 5 of this agency's budget chapter. Please see the CSFL Development section within Volume 1: Executive Summary for more information regarding the methodology used and components that comprise the CSFL.

DFS' FY 2016 CSFL budget is \$15,012,400, which represents a \$540,886, or 3.7 percent, increase over the FY 2015 approved Local funds budget of \$14,471,514.

CSFL Assumptions

The FY 2016 CSFL calculated for DFS included adjustment entries that are not described in detail on table 5. These adjustments include increase of \$564,458 in personal services to account for Fringe Benefit costs based on trend and comparative analyses, the impact of cost-of-living adjustments and approved compensation agreements implemented in FY 2015, and an increase of \$32,964 in nonpersonal services based on the Consumer Price Index factor of 2.2 percent.

Additionally, an adjustment was made for a decrease of \$56,534 for Other Adjustments to account for proper funding of compensation and classification reforms within the Workforce Investments fund for Compensation Groups 1 and 2.

Agency Budget Submission

Increase: The Department of Forensic Sciences' Local funds FY 2016 budget includes a personal services increase of \$1,370,145 and 13.0 FTEs primarily to support staffing needs in Agency Management and Crime Scene Sciences. In nonpersonal services, there was an increase of \$643,258 in the Agency Management program that properly aligns the budget with historical expenditures. In the Crime Scene Sciences program, there was a Local funds increase of \$115,859 primarily to support costs related to new camera and light equipment purchases for crime scene investigations.

The budget in Federal Grants funds had a net increase of \$4,832 in personal services and a shift of 1.0 FTE in Investigation Forensic Services from Continuing Full-time to Temporary Full-time status.

Decrease: In Local funds, the budget includes a decrease of \$262,319 in nonpersonal services across multiple programs that properly aligns the budget with the appropriate programs. In personal services, there was reduction of \$1,866,943 and 10.0 FTEs to move funds primarily from Investigative Forensic Services to Crime Scene Sciences and Agency Management.

In Federal Grant funds, the budget includes a decrease of \$304,000 in the Investigative Forensic Services program due to a reduction of the DNA Backlog Grant funds.

The Intra-District funds budget contains a reduction of \$311,673 in personal services and \$361,999 in nonpersonal services, respectively, because the agency no longer has a Memorandum of Understanding with the Department of Health to support laboratory services for the agency.

Mayor's Proposed Budget

Decrease: The FY 2016 proposed budget includes a decrease of \$1,539 in Agency Management to reduce agencywide training materials. There is a reduction of \$27,000 in Equipment and Equipment Rental to decrease information technology hardware and software purchases. In personal services, there was a reduction in grade of a program management position and the elimination of a forensic scientist position in the amounts of \$47,452 and \$95,296, respectively, in salary and fringe benefits. Lastly, in Agency Management, the proposed budget includes a decrease of \$227,092, to reduce training, travel, and general office support.

FY 2015 Approved Budget to FY 2016 Proposed Budget, by Revenue Type

Table FR0-5 itemizes the changes by revenue type between the FY 2015 approved budget and the FY 2016 proposed budget.

Table FR0-5

(dollars in thousands)

DESCRIPTION	PROGRAM	BUDGET	FTE
LOCAL FUNDS: FY 2015 Approved Budget and FTE		14,472	128.2
Other CSFL Adjustments	Multiple Programs	541	0.0
LOCAL FUNDS: FY 2016 Current Services Funding Level (CSFL) Budget		15,012	128.2
Increase: To support program initiative(s)	Multiple Programs	1,370	13.0
Increase: To align funding with nonpersonal services costs	Agency Management	643	0.0
Increase: To align resources with operational goals	Crime Scene Sciences	116	0.0
Decrease: To streamline operation efficiency	Multiple Programs	-262	0.0
Decrease: To adjust personal services	Multiple Programs	-1,867	-10.0
LOCAL FUNDS: FY 2016 Agency Budget Submission		15,012	131.2
Decrease: Reduce agencywide training materials	Agency Management	-2	0.0
Decrease: Reduce IT hardware and software purchases	Agency Management	-27	0.0
Decrease: Reduce program management position	Agency Management	-47	0.0
Decrease: Eliminate forensic scientist position	Investigative Forensic Services	-95	-1.0
Decrease: Reduce travel and office support	Agency Management	-227	0.0
LOCAL FUNDS: FY 2016 Mayor's Proposed Budget		14,614	130.2
FEDERAL GRANT FUNDS: FY 2015 Approved Budget and FTE		759	3.0
Increase: To adjust personal services	Investigative Forensic Services	5	0.0
Decrease: To align budget with projected grant awards	Multiple Programs	0	0.0
Decrease: To align budget with projected grant awards	Investigative Forensic Services	-304	0.0
FEDERAL GRANT FUNDS: FY 2016 Agency Budget Submission		460	3.0
No Change		0	0.0
FEDERAL GRANT FUNDS: FY 2016 Mayor's Proposed Budget		460	3.0
INTRA-DISTRICT FUNDS: FY 2015 Approved Budget and FTE		988	5.1
Decrease: To adjust personal services	Multiple Programs	-312	-2.3
Decrease: To align funding with nonpersonal services costs	Multiple Programs	-362	0.0
INTRA-DISTRICT FUNDS: FY 2016 Agency Budget Submission		314	2.8
No Change		0	0.0
INTRA-DISTRICT FUNDS: FY 2016 Mayor's Proposed Budget		314	2.8
Gross for FR0 - Department of Forensic Sciences		15,388	136.0

(Change is calculated by whole numbers and numbers may not add up due to rounding)

Agency Performance Plan

The agency's performance plan has the following objectives for FY 2016:

Forensic Sciences Laboratory (FSL) Division¹

Objective 1: Improve forensic laboratory services to stakeholders.

Objective 2: Develop new forensic services to improve scientific information for public safety.

Objective 3: Develop a prioritization and case acceptance process for evidence submitted to the FSL .

KEY PERFORMANCE INDICATORS

Forensic Sciences Laboratory (FSL) Division¹

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Average samples per FTE for Digital Evidence ²	Not Available ³	Not Available	Not Available	250	250	250
Average samples per FTE for DNA ⁴	Not Available	Not Available	423	467	500	535
Average samples per FTE for Fingerprints ⁵	Not Available	Not Available	1,083	1,296	440	1,704
Average samples per FTE for Firearms ⁶	Not Available	Not Available	789	789	825	885
Average samples per FTE for Materials Analysis ⁷	Not Available	Not Available	Not Available	Not Available	708	708
Average Turn Around Time (TAT) ⁸ for Digital Evidence ⁹	Not Available	Not Available	Not Available	44	40	35
Average TAT for DNA ¹⁰	73	95	105	90	90	80
Average TAT for Fingerprints ¹¹	103	45	139	90	90	80
Average TAT for Firearms ¹²	95	62	65	60	60	55
Average TAT for Test Fires	2.5	1	1.6	1	1	1
Average TAT for Materials Analysis ¹³	Not Available	Not Available	Not Available	Not Available	90	90
FSL reports per FTE for Digital Evidence ¹⁴	Not Available	Not Available	Not Available	60	66	73
FSL reports per FTE for DNA ¹⁵	92	82	132	145	160	176
FSL reports per FTE for Fingerprints ¹⁶	115	310	106	116	128	141
FSL reports per FTE for Firearms ¹⁷	16	119	190	209	230	253
FSL reports per FTE for Materials Analysis ¹⁸	Not Available	Not Available	Not Available	Not Available	40	40

Public Health Laboratory Division

Objective 1: Improve the effectiveness and efficiency of public health laboratory services.

Objective 2: Shift operational aspects to conform to agencywide systems.

KEY PERFORMANCE INDICATORS

Public Health Laboratory Division

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Public Health Library (PHL) Tests per FTE	2,558	3,000	3,994	4,100	4,500	4,500
Successful competency tests	100%	100%	100%	100%	100%	100%
Samples Analyzed within TAT ¹⁹	90%	95%	95%	95%	95%	98%

Crime Scene Sciences Division²⁰

Objective 1: Improve evidence handling and processing at crime scenes and in the Consolidated Forensic Laboratory.

KEY PERFORMANCE INDICATORS

Crime Scene Sciences Division

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
Response time (in minutes) ²¹	Not Available	Not Available	Not Available	60	Not Available	Not Available
TAT ²²	Not Available	Not Available	No Available	Not Available	Not Available	Not Available
Reports per FTE	Not Available	Not Available	No Available	Not Available	Not Available	Not Available

Directorate Operations and Agency Management

Objective 1: Achieve and maintain accreditation under International Standards of Operation (ISO) 17025.²³

Objective 2: Provide positive workplace environment for employees.

Objective 3: Implementation of a Laboratory Information Management System (LIMS) to provide seamless accountability and tracking of evidence from receipt to return for all DFS services.

KEY PERFORMANCE INDICATORS

Directorate Operations and Agency Management

Measure	FY 2013 Actual	FY 2014 Target	FY 2014 Actual	FY 2015 Projection	FY 2016 Projection	FY 2017 Projection
DFS number of complaints	1	5	1	1	1	1
Hours of professional development provided to personnel	Not Available	Not Available	Not Available	190	190	190
Personnel participation in DFS health and medical surveillance program ²⁴	Not Available	Not Available	62%	50%	+2%	+2%

Performance Plan Endnotes:

¹Measures relating to the Forensic Sciences Laboratory (FSL) are taken from the FORESIGHT Project (Houck, M. et al. 2009. "FORESIGHT: A Business Approach to Improving Forensic Science Services," Forensic Science Policy and Management 1(2): 85-95), a federally-funded process of measuring and comparing the effectiveness and efficiency of forensic laboratories worldwide. FORESIGHT has over 85 participating laboratories around the world and constitutes a de facto global standard for assessing forensic laboratories and their processes. Using direct quantitative measures and ratios, FORESIGHT provides robust key performance indicators (KPIs) for forensic laboratories. Where comparisons are made, the FORESIGHT values are the mean (mathematical average value).

²FORESIGHT average is 99.

³For this table, "Not Available" means the service listed was not offered at the time.

⁴FORESIGHT average is 327.

⁵FORESIGHT average is 1,080.

⁶FORESIGHT average is 421.

⁷FORESIGHT average is 118.

⁸In FORESIGHT terms, Turnaround Time (TAT) is measured as the time in days from receipt of evidence to the issuance of a report in a case. TAT is measured as the time from when DFS receives evidence until a report is produced. Per unit, we measure the median TAT over the entire year. Therefore, larger turnaround times at the beginning of the year affect the median, even when at the end of the year when the TAT's were significantly reduced. Also, as the caseload becomes more manageable, backlog cases are worked. Because backlog cases are older, they immediately add additional time to the TAT calculation..

⁹FORESIGHT average is 44.

¹⁰FORESIGHT average is 68.

¹¹FORESIGHT average is 45.

¹²FORESIGHT average is 62.

¹³FORESIGHT average is 93.

¹⁴The number of laboratories reporting digital evidence data to FORESIGHT is too small to generate relevant averages. The targets provided are based on industry standards recommended by the Digital Evidence Unit (DEU) Manager.

¹⁵FORESIGHT average is 82.

¹⁶FORESIGHT average is 310.

¹⁷FORESIGHT average is 119.

¹⁸FORESIGHT average is 40.

¹⁹TAT is dependent upon the type of investigation that is being conducted by the Public Health Laboratory (PHL), and varies from four hours in emergency response testing to two weeks in epidemiologic confirmatory typing of referred pathogens.

²⁰Crime Scene Sciences (CSS) Division was established during the FY 2013 and FY 2014 timeframe, through the hiring of Crime Scene Scientists, developing training programs, training individuals, working with Metropolitan Police Department's (MPD) Crime Scene Investigations Division to develop a transition plan for FY 2015, depending on full funding. FY 2015 should yield baseline measures for Crime Scene Sciences Division.

²¹Response time for CSS is the time in minutes from when DFS is notified that services are requested by a stakeholder to arrival at scene.

²²TAT is the same for FSL and is measured as the time in days from receipt of evidence (for CSS, collection at the scene) to the issuance of a report in a case (results of processing or analysis).

²³Accreditation is an external recognition that an agency meets certain standards of quality and process. Accreditation is comprehensive, including the entirety of operations; administration, documentation, policies, protocols, staff, and signage.

²⁴Measure will be calculated as number of employees participating in program plus number of signature declinations on record over the total number of employees.