- WAC 137-104-021 General requirements. (1) When addressing the violation the department will ensure that:
 - (a) The department has jurisdiction to sanction the offender;(b) The alleged violation was willful; and
- (c) The offender is provided the opportunity to respond to the alleged violation.
- (2) A low level violation may be aggravated to a high level violation upon review of aggravating factors and approval by a hearing officer.
- (3) A reduced response to a violation may be approved as defined by department policy and upon review of mitigating factors.

[Statutory Authority: RCW 72.01.090. WSR 19-19-044, § 137-104-021, filed 9/12/19, effective 10/13/19.]