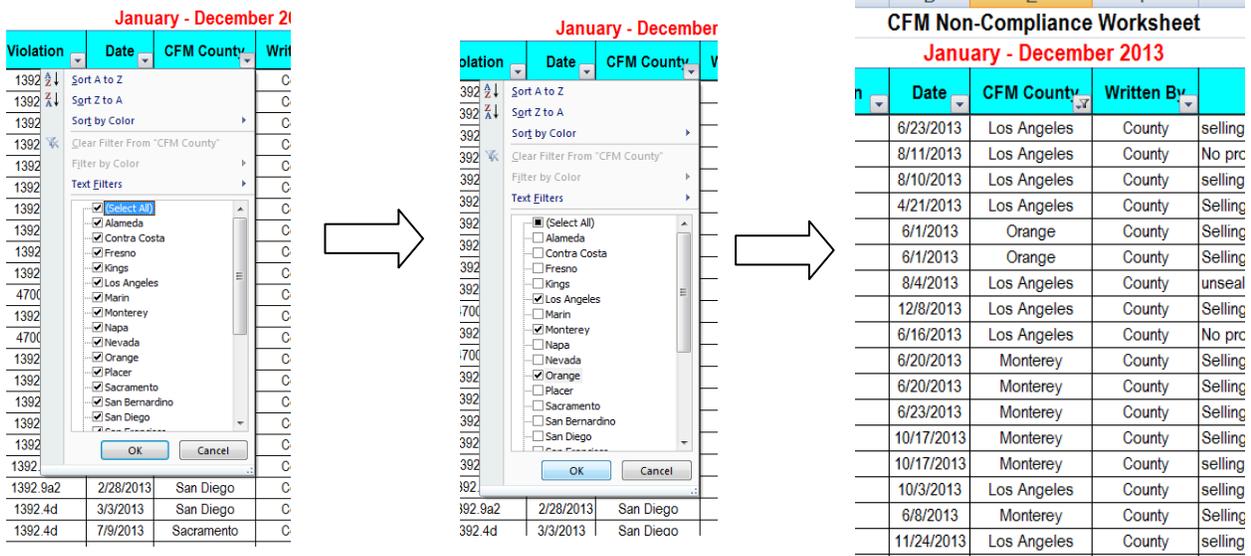


Instructions for utilizing the filter within the CFM Non Compliance list

Each of the headers contains an icon of a down arrow  which brings up a list corresponding to the data within the header when clicked.

To select a specific range within the selection, click the checkbox next to "Select All". This will clear the list and allow you to choose your parameters.

After you have chosen your parameters, click "OK", and the table will display only the desired data.



The image illustrates the filtering process in three stages:

- Initial State:** A spreadsheet titled "January - December 2013" with columns: Violation, Date, CFM County, and Written By. A dropdown menu is open for the "CFM County" header, showing a list of counties with "Select All" checked.
- Filter Selection:** The dropdown menu is still open, but "Select All" is unchecked, and "Los Angeles" is checked.
- Filtered Data:** The spreadsheet now displays only rows where the "CFM County" is "Los Angeles".

Violation	Date	CFM County	Written By	Notes
1392		Los Angeles	County	selling
1392	6/23/2013	Los Angeles	County	No prc
1392	8/11/2013	Los Angeles	County	selling
1392	8/10/2013	Los Angeles	County	Selling
1392	4/21/2013	Los Angeles	County	unseal
1392	6/1/2013	Orange	County	Selling
1392	6/1/2013	Orange	County	Selling
1392	8/4/2013	Los Angeles	County	unseal
1392	12/8/2013	Los Angeles	County	Selling
1392	6/16/2013	Los Angeles	County	No prc
1392	6/20/2013	Monterey	County	Selling
1392	6/20/2013	Monterey	County	Selling
1392	6/23/2013	Monterey	County	Selling
1392	10/17/2013	Monterey	County	Selling
1392	10/17/2013	Monterey	County	selling
1392	10/3/2013	Los Angeles	County	selling
1392	6/8/2013	Monterey	County	Selling
1392	11/24/2013	Los Angeles	County	selling

The ability to filter through the data contained in the CFM Non Compliance list will enable counties to pin-point problem areas within enforcement and develop data points for analysis, which can assist in creating efficiencies and opportunities for coordination within CFM enforcement models.

If you have any questions regarding filtering of the document, please contact John Pedigo at john.pedigo@cdfa.ca.gov