

CN 1301 REV 11/15/10

Connecticut Department of Correction

THE RESIDENCE OF THE PARTY OF T	ve Directive Number:	2.13	Title:	Employee Work Attire, Personal A				
(I recommend the following inclusion or revision to the above referenced Administrative Directive (provide detailed explanation): (page 1) The following Inclusion shall provide for a progressive transition of specific uniform items from the current type issued to the type as noted below.								
These changes shall be noted in Attachment "A" 'Uniform Specification and Allotment' as a component of A.D. 2.13 Employee Work Attire, Personal Appearance and Identification". Custody Uniform 1. Shirt.								
Current language: B. <u>Class B.</u> (7) The shirt shall be navy blue, short sleeve, and BDU-style. <u>Class B (Alternate).</u> (2) Knit polo in lieu of Class B BDU-style shirt.								
New language: B. <u>Class B.</u> The shirt shall be navy blue, short sleeve or long sleeve and BDU style. <u>Class B (Alternate).</u> Dry wick in lieu of Class B BDU-style shirt.								
2. <u>Trousers</u> Current language: B. <u>Class B.</u> (5) Trousers shall be navy blue and BDU-style.								
New language: B. <u>Class B.</u> Trousers shall be navy blue and 511 BDU-style. 4. <u>Belt.</u>								
Current language: (1) Plain black leather belt, 11/2" width with a silver colored buckle for line staff and a gold colored buckle for supervisors. A key safe and a radio belt clip will also be issued.								
New Language: Plain black nylon belt, 11/2" width with a plastic buckle. A key safe and a radio belt clip will also be issued.								
See attached documents ORIGINATOR								
		1	OKI		Data			
Name:				Title: Captain	Date:			
Signature:								
		NIT/DISTRI	CT/DIVIS	ION RECOMMENDATIONS				
Approved	Denied Unit Adminis	trator's sig	nature:	all. LET	Date: ///3//-			
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COMMISSIONER'S DECISION								
This request is: DENIED Effective date of request: 12 10 13								
The language/provisions of this inclusion/revision shall be effective as of: and subsequently added to the Administrative Directive at the next update.								
This inclusion/revision shall be added to the Administrative Directive prior to: This inclusion/revision shall be added immediately to the Administrative Directive.								
☐ This	inclusion/revision shall	be added	immedia	tely to the Administrative Dire	ctive.			
Commissioner's signature Levelah Date: 12/10/13								



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Employee Work Attire, Personal Appearance and Identification Title: Administrative Directive Number: 2.13 X I recommend the following inclusion or revision to the above referenced Administrative Directive (provide (page 2) detailed explanation): 8. Turtle Neck Shirt Class B. This section has been eliminated. Correctional Maintenance, Industries, Warehouse, and Commissary **Current language:** 1. Shirt. (7) long and/or short sleeve shirts shall be gray. Shirt (Alternate). (2) Knit polo in lieu of standard style. New language: 1. Shirt. The shirt shall be navy blue, short sleeve or long sleeve and BDU style. Shirt Alternate. Dry wick in lieu of Class B BDU-style shirt. **Current language:** 2. Trousers. (5) Trousers shall be gray. New language: 2. Trousers. Trousers shall be navy blue and 511 BDU-style. **Current Language:** 3. Belt. (1) Plain belt shall be black leather 11/2"wide with silver colored buckle. A key safe and a radio belt clip will also be used. New Language: 3. Belt. Plain black nylon belt, 11/2" width with a plastic buckle. A key safe and a radio belt clip will also be issued. See attached documents ORIGINATOR Date: Title: Captain Name: Operations Facility/Unit: Signature: UNIT/DISTRICT/DIVISION RECOMMENDATIONS Approved Denied Date: Unit Administrator's signature: District Administrator's signature: Date: (only needed if originating from facility) Division Administrator's signature COMMISSIONER'S DECISION APPROVED Effective date of request: **□ DENIED** This request is: The language/provisions of this inclusion/revision shall be effective as of: and subsequently added to the Administrative Directive at the next update. This inclusion/revision shall be added to the Administrative Directive prior to: This inclusion/revision shall be added immediately to the Administrative Directive. Date: 12 10 13 Lepelah Commissioner's signature:



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X I recommend the following inclusion or revision to the above referenced Administrative Directive (provide detailed explanation): (page 3) Food Services Current Language:								
 Shirt. (7) A total of seven (7) long/or short sleeve shirts shall be white. Shirt (Alternate). (2) Knit polo in lieu of standard-style shirt. New Language: Shirt. The shirt shall be navy blue, short sleeve or long sleeve and BDU style.								
Current Language: 3. <u>Belt.</u> (1) Plain belt shall be black leather 11/2"wide with silver colored buckle. A key safe and a radio belt clip will also be used.								
New Language: 3. <u>Belt.</u> Plain black nylon belt, 11/2" width with a plastic buckle. A key safe and a radio belt clip will also be issued.								
See attached documents								
See attached documents		ORIG	INATOR					
Name:			Title:	Captain	Date:			
Signature:	Signature: Facility/Unit: Operations							
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Division Administrator's signature: Date:/2//bl								
COMMISSIONER'S DECISION								
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Commissioner's signature:	Q L	Cas	elal	(Date: () (3			



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Administrative Directive Number: 2.13 Title: Employee Work Attire, Personal Appearance and Identification								
X I recommend the following inclusion or revision to the above referenced Administrative Directive (provide detailed explanation): (page 4)								
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Current language: 1. Polo Shirt. The polo shirt shall be navy blue with short sleeves with the Department of Correction and State Seals. New language: 1. Polo Shirt. The polo shirt shall be navy blue, dry wick with short sleeves with the Department of Correction and State Seals. Polo Shirt Firearms Unit. Shall be red.								
Current language: 2. <u>Trousers.</u> The trousers shall be tan/khaki tactical 5.11's. New language: 2. <u>Trousers.</u> The trousers shall be blue and 511 BDU-style. <u>Trousers Firearm Unit.</u> The trouser's shall be tan/khaki tactical 5.11's.								
Current language: 4. <u>Belt.</u> The belt shall be black with a gold or silver buckle, as appropriate. New language: 4. <u>Belt.</u> The belt shall be a plain nylon belt, 11/2" width with a plastic buckle.								
See attached documents								
ORIGINATOR								
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Signature: Facility/Unit: Operations								
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Unit Administra			UVU		Date. [1 / 10/13			
District Administration (only needed if original control or contro	strator's s	signature: acility)	\mathcal{M}	7 //	Date:			
Division Admin	istrator's	signature	1	Let X	Date: 12/10/12			
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