



Request for Exception to an Administrative Directive

Connecticut Department of Correction

CN 1302
REV 11/15/10

Administrative Directive Number: **4.2**

Title: **Sentence Computation and Timekeeping**

I request approval of the following exception to the above referenced directive (provide detailed explanation):

Due to changes in the management of Security Risk Group members and the creation of the Security Risk Group Phase Program, the following revisions to the above referenced Administrative Directive are needed:

Section 6-G – Removal of the term “SRG Safety Threat Member”.

Section 6-H – Removal of the term “SRG Safety Threat Member”.

CN 4201 – Removal of the term “SRG Safety Threat Member” and substituted it with the term “Security Risk Group Member”.

CN 4202 – Removal of the term “SRG Safety Threat Member” and substituted it with the term “Security Risk Group Member”.

See attached documents

ORIGINATOR

Name:

[Redacted]

Title:

[Redacted]

Date: **5/6/13**

Signature:

[Redacted]

Facility/Unit:

[Redacted]

UNIT/DISTRICT/DIVISION RECOMMENDATIONS

Approved Denied

Unit Administrator's signature:

Date:

District Administrator's signature:
(only needed if originating from a facility)

Date:

Division Administrator's signature:

[Handwritten Signature]

Date: **5/6/13**

COMMISSIONER'S DECISION

This request is: **APPROVED**

DENIED

Effective date of request:

As practicable
5/6/13 *(mcc)*

This exception is valid through: _____, by which the exception must be re-requested.

This exception is valid until such time as the Administrative Directive is updated.

This exception shall be added immediately to the Administrative Directive.

Commissioner's signature:

[Handwritten Signature]

Date: **5/6/13**