



**Request for Exception to an
Administrative Directive**
Connecticut Department of Correction

CN 1302
REV 02/08/15

Administrative Directive Number: **9.8** Title: **Furloughs**

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

Willard Cybulski is requesting an exception to the eligibility for reintegration furloughs as outlined in Administrative Directive 9.8. This exception would only apply to inmates housed designated Reintegration Units. All existing criteria will remain the same except the following eligibility criteria:

Existing: (section 6 D) "Inmates shall serve a minimum of 30 days in order to be eligible for a Reintegration Furlough."

Proposed change: "Inmates serving a sentence of 2 years or less shall serve a minimum of 30 days in order to be eligible for a Reintegration Furlough."

See attached documents

ORIGINATOR

Name: [Redacted] Title: [Redacted] Date: **8/27/15**

Signature: [Redacted] Facility/Unit: [Redacted]

UNIT/DISTRICT/DIVISION RECOMMENDATIONS

Approved Denied

Unit Administrator's signature: *[Signature]* Date: **8/28/15**

District Administrator's signature: *[Signature]* Date: **9/8/15**
(only needed if originating from a facility)

Division Administrator's signature: *[Signature]* Date: **9/8/15**

COMMISSIONER'S DECISION

This request is: **APPROVED** **DENIED** Effective date of request: _____

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: *[Signature]* Date: **9/8/15**