Request for Exception to an
Administrative Directive
Connecticut Department of Correction

CN 1302
REV 02/06/15

Administrative Directive Number:	**9.2**	Title:	**Offender Classification (form CN9201)**

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

Willard Cybulski is requesting an exception to the screening and approval process for Outside Clearance as outlined in Administrative Directive 9.2, Form CN9201. This exception would only apply to inmates housed designated Reintegration Units. All existing criteria will remain the same except the following two eligibility criteria:

Existing: "No level four convictions, past or current offense"
Proposed change: Inmates housed in designated Reintegration Units with Level Four convictions (current or past) may be considered for DOC staff supervised outside clearance at the discretion of the Unit Administrator. Inmates with this exception shall always be supervised by DOC staff.

Existing: "Within 36 months of end of sentence or voted to parole date."
Proposed change: "The Unit Administrator may consider inmates in designated Reintegration Units at Willard Cybulski to work or attend education and vocational programs under DOC staff supervision at other correctional facilities if they have more than 36 months left on their sentence."

☒   See attached documents

ORIGINATOR

Name:	Brian Bradway	Title:	Deputy Warden	Date:	7/31/15
Signature:		Facility/Unit:			

UNIT/DISTRICT/DIVISION RECOMMENDATIONS

Approved	Denied			
☑	☐	Unit Administrator's signature:	*[signature]*	Date: 8/20/15
☑	☐	District Administrator's signature: (only needed if originating from a facility)	*Peter J. Murphy*	Date: 9/8/15
☑	☐	Division Administrator's signature:	*Angel Quiros, Acting DA*	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: 9/8/17