Request for Exception to an Administrative Directive

Connecticut Department of Correction

CN 1302
REV 07/25/16

Administrative Directive Number: 9.2 | Title: Offender Classification

☒ I recommend the following exception to the above referenced Administrative Directive (provide detailed explanation):

Due to the lack of eligible candidates for outside work assignments at CT DOC facilities, the Offender Classification and Population Management Unit is requesting an exception to the minimum eligibility criteria for outside work assignments. All eligibility criteria shall remain the same with the exception of the following:

<u>Current criteria:</u> No level 4 convictions, past or current offense

<u>Proposed change:</u> No level 4 convictions as part of current offense, *or historical convictions within the past five years**

***Historical Level 4 offense date to time of application for outside work assignment shall be greater than five years*

☐ See attached documents
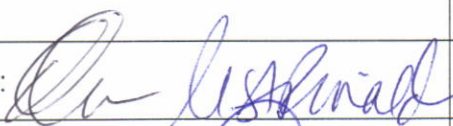
ORIGINATOR

Name: David A. Maiga | Title: Director of OC&PM | Date: 11/17/2017

Signature: | Facility/Unit: Offender Class. & Pop. Mngmt.

UNIT/DISTRICT/DIVISION RECOMMENDATIONS

Approved	Denied		
☐	☐	Unit Administrator's signature:	Date:
☐	☐	District Administrator's signature: (only needed if originating from facility)	Date:
☑	☐	Division Administrator's signature:	Date: 3/13/18
Reviewed by: ☑		Office of Standards and Policy Staff signature:	Date: 3/16/18

COMMISSIONER'S DECISION

This request is: ☑ **APPROVED** ☐ **DENIED** | Effective date of request: 3/16/18

☑	The language/provisions of this inclusion/revision shall be effective as of and subsequently added to the Administrative Directive at the next update:	Date: 3/16/18
☐	This inclusion/revision shall be added to the Administrative Directive prior to:	Date:
☐	This inclusion/revision shall be added immediately to the Administrative Directive.	

Commissioner's signature: _Rollin L. Lopelski, Acting_ | Date: 3/16/18