



Request for Exception to an Administrative Directive

Connecticut Department of Correction

CN 1302
REV 07/25/16

Administrative Directive Number:	Title: 9.3 Inmate Admissions, Transfer and Discharges
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I recommend the following exception to the above referenced Administrative Directive (provide detailed explanation):

Section 2: Authority and Reference

Add:

Memorandum between The Connecticut Department of Correction and The Connecticut Department of Energy and Environmental Protection (DEEP) dated September 10, 2013

Memorandum between The Connecticut Department of Correction and The Connecticut Department of Revenue Services (DRS) dated July 7, 2017

Section 3 Definitions and Acronyms

Section EE:

Add: Department of Energy and Environmental Protection (DEEP)

Add: Department of Revenue Services (DRS)

See attached documents

ORIGINATOR

Name: Palliardi, Heidi	Title: Counselor Supervisor	Date: 7/12/2017
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Signature:	Facility/Unit: Sentence Calculation and Interstate Management Unit (SCIM)
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UNIT/DISTRICT/DIVISION RECOMMENDATIONS

Approved	Denied		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Unit Administrator's signature:	Date: 07/18/17
<input type="checkbox"/>	<input type="checkbox"/>	District Administrator's signature: <small>(only needed if originating from facility)</small>	Date:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Division Administrator's signature:	Date: 7/21/17
Reviewed by:		Office of Standards and Policy Staff signature:	Date: 7/24/17

COMMISSIONER'S DECISION

This request is:	<input checked="" type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	Effective date of request:
<input checked="" type="checkbox"/>	The language/provisions of this inclusion/revision shall be effective as of and subsequently added to the Administrative Directive at the next update:		Date: 7/25/17
<input type="checkbox"/>	This inclusion/revision shall be added to the Administrative Directive prior to:		Date:
<input type="checkbox"/>	This inclusion/revision shall be added immediately to the Administrative Directive.		
Commissioner's signature:			Date: 7/25/17



STATE OF CONNECTICUT
DEPARTMENT OF CORRECTION
OFFENDER CLASSIFICATION & POPULATION MANAGEMENT
1153 EAST STREET SOUTH
SUFFIELD, CONNECTICUT 06080



Karl Lewis
Director

Tel (860) 292-3403

MEMORANDUM

TO: All Wardens

**FROM: Karl Lewis, Director
Offender Classification & Population Management**

DATE: September 10, 2013

**RE: Temporary Surrenders from the Connecticut Department of Energy
and Environmental Protection (DEEP)**

State Environmental Conservation Police have been authorized to utilize our Correctional Centers to house arrestees on temporary surrender status. The DEEP estimate of the number of offenders that may be housed in such a manner annually is ten. Most will be males.

Environmental Conservation Police Officers will arrive in grey Ford Expeditions or Green Ford F-250 pickup trucks, will be in uniform and will present proper identification. Officers will be required to present proper temporary surrender paperwork to our booking staff. Any offender that is intoxicated or in need of acute medical care shall not be accepted. Upon acceptance of a temporary surrender, a Shift Supervisor shall complete Attachment H, Temporary Surrender Checklist in accordance with Administrative Directive 9.3. It shall be the responsibility of the DEEP to transport the arrestee to the appropriate court on the next business day.

Thank you for your attention in this matter, please feel free to contact me if you have any questions.

cc: Deputy Commissioner Cepelak
Acting Deputy Commissioner Schott
District Administrators Lajoie and Quiros
Directors Rinaldi, Haggan, Milling and Weir
OCPM and SCIM Supervisors



STATE OF CONNECTICUT
DEPARTMENT OF CORRECTION
SENTENCE CALCULATION & INTERSTATE MANAGEMENT
1153 EAST STREET SOUTH
SUFFIELD, CONNECTICUT 06080



David Maiga
Director

Tel (860) 292-3469
Fax (860) 292-3479/3422

TO: All Wardens

FROM: David Maiga, Director
Sentence Calculation and Interstate Management Unit

DATE: July 7, 2017

RE: Temporary Surrenders from the Connecticut Department of Revenue Services

Special Agents from the Connecticut Department of Revenue Services (DRS) have been authorized to utilize our Correctional Centers to house arrestees on temporary surrender status. The number of offenders incarcerated will be small and will be transported to court via Judicial Marshall on the next business day.

Special Agents of the DRS will arrive in plain clothes and provide identification from the Special Investigation Section. They will arrive in one of the following vehicles: Ford Fusion, Ford Escape, Ford Explorer or Chevy Impala. Officers will be required to present proper temporary surrender paperwork to our booking staff.

Any offender who is intoxicated or in need of acute medical care shall not be accepted. Upon acceptance of a temporary surrender, a Shift Supervisor shall complete Attachment H, Temporary Surrender Checklist in accordance with Administrative Directive 9.3, *Inmate Admissions, Transfers and Discharges*.

Thank you for your attention in this matter, please feel free to contact me if you have any questions.

cc: Deputy Commissioner Rinaldi
Deputy Commissioner Cepelak
District Administrators Maldonado and Quiros
Director Lewis
Director Haggan
Director Whidden
OCPM and SCIM Supervisors