

MEMO



Central Office

DATE: October 22, 2014
TO: IMPP Manual Users
FROM: Libby Snider, Staff Attorney/Policy Analyst
RE: Summary of Changes to IMPPs – Distribution #614

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In accordance with IMPP 01-101D, any attached IMPPs summarized below have had their revision/introduction advanced through appropriate procedures set forth within the context of that IMPP. Additionally, policy memoranda are sometimes issued on a very limited basis, and, if included in this distribution, are similarly summarized below. The following are summaries of the revisions to policy and/or procedures resulting from these processes, and have been reviewed in an attempt to ensure consistency with statutes, regulations, and the current needs and philosophy of the Department.

Per IMPP 01-101D, new and revised policies shall be distributed, prior to their implementation, to designated staff, contract personnel, volunteers, and when appropriate to inmates/offenders and designated agencies. The yellow highlighted IMPPs listed in this document are considered “**STAFF READ ONLY**” and shall not be included in the distributions to agencies or organizations not authorized such access.

03-106A **STAFF SKILL DEVELOPMENT: Weapons Training and Qualification.** This adult operations only policy has undergone significant revision by removing procedures from the Policy Statement, adding new procedures related to the certification and qualification of firearms and chemical agents, the addition of a new section on training requirements for TASER’s, and revisions to the procedures in Parole Services related to OC training including a new Chemical Agents Training Acknowledgement form. IMPP 03-106 is revoked effective October 22, 2014.

13-101D **COMMUNITY PARTICIPATION: Volunteering.** This department-wide policy consolidated DOC IMPPs 13-101, 13-103, 13-104, 13-106 and JJA IMPP 01-365. This consolidated policy has undergone significant revision to reflect current practices by removing procedures from the Policy Statement, definitions added, and attachments added and/or revised. DOC IMPPs 13-101, 13-103, 13-104, 13-106, and JJA IMPP 01-365 are revoked effective October 22, 2014.

14-126A **PAROLE SERVICES: Offender Financial Obligations.** This adult operations only policy has been revised to bring the policy up-to-date with current practices by clarifying the Parole Officer’s role in determining debts that should be addressed as part of supervision, provided guidelines for the development of payment plans, a 45-day time frame being established for the process, the addition of information as to identifying child support owed and working with child support enforcement. IMPP 14-126 is revoked effective October 22, 2014.

NOTE: Yellow highlighting indicates that the particular IMPP is “**Staff Read Only.**”