

# MEMO



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**DATE:** February 1, 2013  
**TO:** IMPP Manual Users  
**FROM:** Libby Snider, Staff Attorney/Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #583

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In accordance with IMPP 01-101, 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 01-101, 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.

- 10-134            PROGRAMS AND SERVICES: Labette Correctional Conservation Camp Program**  
Whereas the Labette Correctional Conservation Camp has ceased operations due to lack of appropriated funding, the policy is revoked as no longer relevant.
- 14-120            PAROLE SERVICES: Availability of Good Time During Post-Release Supervision**  
Policy is updated to reflect current evidence-based practices regarding a system of sanctions and rewards. Withholding rates are modified consistent with regulatory amendments, and provisions are added for the restoration of good time.
- 14-146            PAROLE SERVICES: Case Management & Administrative Review**  
Policy is updated to reflect current practices regarding the completion of caseload audits and to enhance the process as a quality assurance measure and as a coaching tool for staff.

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