

# MEMO



**DATE:** October 13, 2016  
**TO:** IMPP Manual Users  
**FROM:** Libby Snider, Staff Attorney/Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #665

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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 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 Qualification.** This “ADULT Operations Only” policy was revised to adopt the KS-CPOST course of fire as the approved handgun qualification course of fire to improve staff skills and standardize KDOC training requirements with other law enforcement agencies. References to the revolver are removed, all alternate handgun qualification courses are deleted, provisions regarding chemical agents training are clarified, instructor qualifications are revised, and definitions and attachments are revised accordingly.
- 10-109A** **PROGRAMS AND SERVICES: Offender Work Assignments.** This “ADULT Operations Only” policy was revised to update terminology (e.g., “inmate” to “offender”); delete and add definitions; and to bring it in line with current practices. KDOC IMPP 10-109 is revoked effective 10/13/16.
- 10-109J** **PROGRAMS AND SERVICES: Offender Work Assignment.** This is a new “JUVENILE Operations Only” policy to establish procedures for offender work assignments where none existed before.
- 10-128D** **PROGRAMS AND SERVICES: Development and Implementation of Private Prison-Based and Private Non-Prison-Based Industry Employment Programs.** This policy was revised to include juvenile correctional facilities, including updated terminology (e.g., “inmate” to “offender”) and references to juvenile standards. Language is added requiring the balancing of employers’ needs for experienced workers with offenders’ needs to develop job skills and prepare for reintegration. KDOC IMPP 10-128 is revoked effective 10/13/16.
- 14-110A** **PAROLE SERVICES: Conditions of Supervision.** This policy was revised to include new language in the Policy Statement, a new definition, new language regarding Attachment A in the procedure section and revisions to both Attachments A and B.

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