

MEMO



DATE: April 21, 2017
TO: IMPP Manual Users
FROM: Libby Snider, Staff Attorney/Policy Analyst
RE: Summary of Changes to IMPPs – Distribution #673

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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.

05-112D INFORMATION TECHNOLOGY & RECORDS: IT Physical Security and Protection. Policy is revised to prohibit use by offenders of any official KDOC computer system or device that has not been specifically authorized for offender use only. Policy is removed from Staff-Read-Only status.

05-121D INFORMATION TECHNOLOGY & RECORDS: Mobile Devices and Wireless Technologies. Policy is revised to prohibit cell-phone-capable standalone smart watches in KDOC adult and juvenile facilities; to prohibit in-app purchases on KDOC-issued mobile devices; and to require cell phone inventory stickers.

05-122D INFORMATION TECHNOLOGY & RECORDS: External Media Devices. New policy addresses external media devices and USB thumb drives.

12-104D SECURITY AND CONTROL: Special Operations and Response Team (SORT) Organization and Member Qualifications. Policy is revised to address both adult and juvenile operations; minimum experience requirement for assignment to SORT is revised; physical fitness requirements are revised; provisions relating to SORT Reserve units are removed; and reasons for removal of SORT members are added. KDOC IMPP 12-104 is revoked, effective 4/21/17.

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