

# MEMO



*Central Office*

**DATE:** April 23, 2019  
**TO:** IMPP Manual Users  
**FROM:** Maxine Bermudez, Policy Analyst  
**RE:** Summary of Changes to IMPPs – Distribution #717

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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 as 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 “**STAFF READ ONLY**” and shall not be included in the distributions to agencies or organizations not authorized such access.

- 04-108D**      **FISCAL: Canteen/Package Program, Canteen/Package Program Items and Canteen/Package Program Funds.** This policy was revised to correctly list canteen spending limits made by Secretary Ray Roberts in a memo dated September 2, 2015.
- 11-101A**      **DECISION MAKING: Offender Privileges and Incentives.** This policy was revised to correctly list canteen spending limits made by Secretary Ray Roberts in a memo Dated September 2, 2015.
- 12-110A**      **SECURITY AND CONTROL: Transportation of Offenders.** This policy was revised to reflect the need to eliminate the obsolete provision for transporting medical records, enhance and clarify when armed transport officers are needed and precautions, requirements for using triple retention holsters, and changes to hospital watch policy.

**NOTE:** Yellow highlighting specifies that IMPP is “**STAFF READ ONLY**”.