

MEMO



Central Office

DATE: May 9, 2019
TO: IMPP Manual Users
FROM: Maxine Bermudez, Policy Analyst
RE: Summary of Changes to IMPPs – Distribution #719

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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.

01-101D ADMINISTRATION: Development, Review and Dissemination of Department Policies and Procedures and Administrative Regulations. This policy was completely revised to bring back in line with an annual review schedule. Revisions included but not limited to a new header; removing procedures from the Policy Statement; adding, revising or deleting definitions; procedures were added, deleted or revised to improve the flow; and attachments were revised, deleted, or new ones created.

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