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6/4/2020

Senator Lance Eads, Co-Chair
 Arkansas Legislative Council
 Administrative Rules and Regulations Subcommittee
 Via Email

Representative Dan Sullivan, Co-Chair
 Arkansas Legislative Council
 Administrative Rules and Regulations Subcommittee
 Via Email

Dear Co-Chairs,

Please consider this as the Department of Corrections quarterly report on new and revised administrative directives issued in the first quarter of Calendar Year 2020. There were no new or revised administrative memorandums issued during the first quarter. Submitted along with this letter are copies of the following administrative directives:

Arkansas Department of Corrections	
Secretarial Directive Summary	Beginning Page #
SD 20-01 Dress Code for Non-Uniformed Personnel (<i>effective: 1/2/2020</i>) <ul style="list-style-type: none"> This directive was created to establish and monitor standards for non-security employees' dress. 	Clean: 1
SD 20-02 Secondary Employment (<i>effective: 1/21/2020</i>) <ul style="list-style-type: none"> This directive was created to establish guidelines for Department of Corrections (DOC) employees whom, wish to engage in secondary employment. 	Clean: 4
SD 20-03 Employee Orientation, Training and Certification (<i>effective: 1/27/2020</i>) <ul style="list-style-type: none"> This directive was created to clarify the required training for new and current DOC employees. 	Clean: 7

Division of Correction	
Administrative Directive Summary	Beginning Page #
AD 12-11 Personal Appearance Standards for Uniform Employees (<i>effective: 1/2/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-01 Dress Code for Non-Uniformed Personnel 	Markup: 21
AD 20-01 Weapon (<i>effective: 1/08/2020</i>) <ul style="list-style-type: none"> This directive was amended to update the guidelines for the storing of employee's firearm, while on ADC property. 	Markup: 26 Clean: 33
AD 20-02 Emergency Furlough (<i>effective: 1/23/2020</i>) <ul style="list-style-type: none"> This directive was updated to clarify the requirements for law enforcement officers escorting inmates on Emergency Furloughs. 	Markup: 39 Clean: 43
AD 19-22 Employee Orientation and Training (<i>effective: 1/27/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-03 Employee Orientation, Training and Certification 	Markup: 47
AD 15-14 Management Level Training (<i>effective: 1/27/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-03 Employee Orientation, Training and Certification 	Markup: 54

Division of Community Correction	
Administrative Directive Summary	Beginning Page #
AD 20-01 Post Incarceration Housing Programs, Requirements, and Licensure (<i>effective: 2/3/2020</i>) <ul style="list-style-type: none"> This directive was updated to add language about the requirements for facility licenses, clarification on license renewals, and civil penalties for facilities if they are operating without a valid license. 	Markup: 58 Clean: 75
AD 18-30 Performance, Goals and Compensation System (<i>effective: 1/27/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-03 Employee Orientation, Training and Certification 	Markup: 91
AD 17-25 Employee Training and Certification (<i>effective: 1/27/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-03 Employee Orientation, Training and Certification 	Markup: 96
AD 13-07 Secondary Employment (<i>effective: 1/21/2020</i>) <ul style="list-style-type: none"> Repealed and replaced by SD 20-02 Secondary Employment 	Markup: 113

Sincerely,



Solomon Graves

Chief of Staff, Department of Corrections

Cc: Wendy Kelley, Secretary, Department of Corrections
Christine Cryer, Chief Legal Counsel, Department of Corrections
Dexter Payne, Director, Division of Correction
Jerry Bradshaw, Director, Division of Community Correction
Benny Magness, Chairman, Board of Corrections
File

Enclosure