



KAY IVEY
GOVERNOR

State of Alabama Department of Corrections

Alabama Criminal Justice Center
301 South Ripley Street
P. O. Box 301501
Montgomery, AL 36130-1501
(334) 353-3883



JOHN Q. HAMM
COMMISSIONER

October 3, 2023

ADMINISTRATIVE REGULATION
NUMBER

002

OPR: RESEARCH AND PLANNING

ORGANIZATION AND OBJECTIVES

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) defines the Departmental organizational structure and defines the objectives of the ADOC.

II. POLICY

It is the policy of the ADOC to operate within the duties and responsibilities established by the Code of Alabama.

III. DEFINITIONS AND ACRONYMS

- A. **Alabama Department of Corrections (ADOC)**: The administrative department responsible for administering and exercising the direct and effective control over penal and correctional facilities throughout the State of Alabama.
- B. **Associate Commissioner**: A person appointed by the Commissioner and subject to the State of Alabama Personnel Division Merit System.
- C. **Commissioner**: The departmental head of the ADOC who is appointed by and serves at the pleasure of the Governor.
- D. **Deputy Commissioner**: An appointed person that serves at the pleasure of the Commissioner.
- E. **Regional Director**: A person appointed by the Commissioner and subject to the State of Alabama Personnel Department Merit System who assists with the oversight and administration of ADOC facilities.

IV. RESPONSIBILITIES

- A. The Commissioner is responsible for:
 - 1. Serving as and exercising the authority, functions and duties of the Commissioner of Corrections.
 - 2. Appointing Associate Commissioner(s), and employees, subject to State law and the State of Alabama Personnel Department Merit System rules required for the performance of their duties, and shall fix and determine their qualifications, duties, and authority.
 - 3. Appointing Deputy Commissioner(s) subject to State law required for the performance of their duties, and shall fix and determine their qualifications, duties, and authority.
 - 4. Creating divisions as may be necessary for the ADOC's effective administration.
 - 5. Appointing Wardens and designated assistants from the State of Alabama Personnel Department Merit System register(s).
- B. The Associate Commissioner(s) shall serve in positions determined by the Commissioner.
- C. The Deputy Commissioner(s) shall serve at the pleasure of the Commissioner.
- D. The Regional Director(s) shall be responsible for the operation of facilities in their assigned area.
- E. The Wardens are responsible for the operation of their assigned facility.
- F. The Division Directors are responsible for the operation of their assigned division.
- G. Annex A, *ADOC Organizational Chart* further defines the organizational structure and functional responsibilities of the ADOC.

V. PROCEDURES

- A. The mission of the ADOC is: Dedicated professionals providing public safety through safe and secure confinement, rehabilitation, and successful re-entry of offenders.
- B. The objectives of the ADOC are to:

1. Administer sentences of the courts by confining and controlling offenders while respecting the constitutional and human rights of persons.
2. Aid in preparing committed offenders for return to society as useful persons.
3. Utilize inmate manpower for public benefit.
4. Search for causes of, and the means for, preventing or treating delinquent and criminal behavior.
5. Conduct the business of the Department in the most effective and economical manner.

VI. DISPOSITION

There are no forms used in this regulation, therefore, no disposition instructions are needed.

VII. ANNEXES AND FORMS

Annex A to AR 002, *ADOC Organizational Chart*.

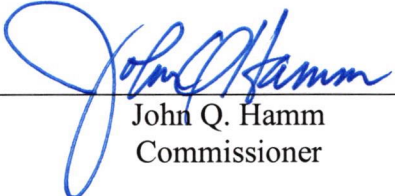
There are no forms prescribed by this regulation.

VIII. SUPERSEDES

This regulation supersedes AR 002, *Organization and Objectives*, dated January 31, 2022, and any changes thereafter.

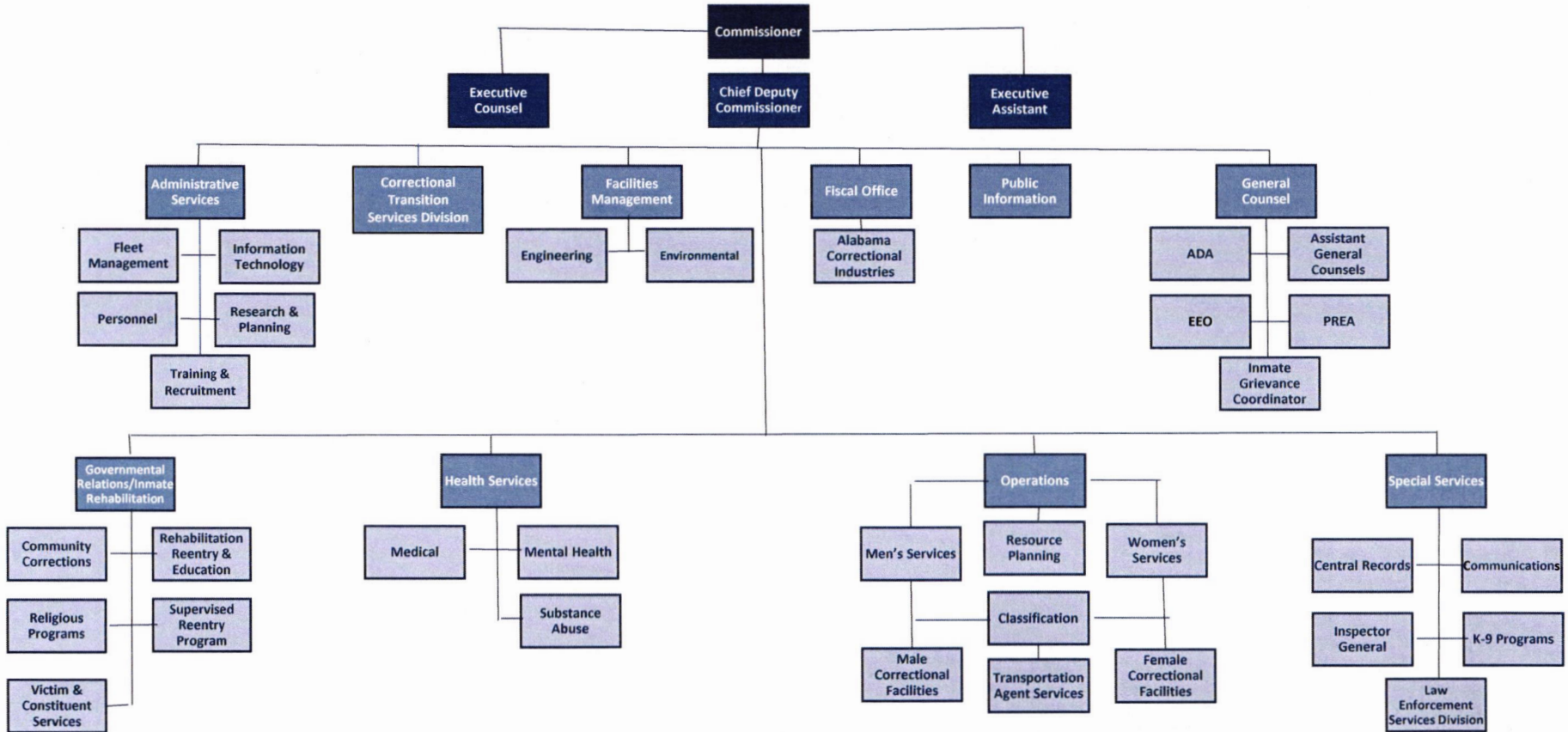
IX. PERFORMANCE

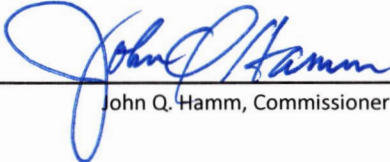
Code of Alabama 1975 § 14-1-1.1 *et seq.*



John Q. Hamm
Commissioner

Alabama Department of Corrections Organizational Chart




 John Q. Hamm, Commissioner