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GOVERNOR

State of Alabama Department of Corrections

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JOHN Q. HAMM
COMMISSIONER

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**ADMINISTRATIVE REGULATION
NUMBER** 026

OPR: LEGAL

AVAILABILITY OF LEGAL ASSISTANCE

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes the policies, procedures, and responsibilities to provide for the availability of legal assistance to the ADOC, which includes its Commissioner, officials, and employees.

II. POLICY

It is the policy of the ADOC to have legal counsel available to provide legal advice, assistance, and representation to the ADOC in all areas of official departmental activities.

III. DEFINITIONS AND ACRONYMS

This section is not used in this AR.

IV. RESPONSIBILITIES

- A. The ADOC Commissioner is responsible for hiring and designating a licensed, experienced attorney to be the ADOC's General Counsel, who shall serve as a member of the ADOC Executive Leadership and shall be responsible for the ADOC Legal Division.
- B. The General Counsel is responsible for:
 - 1. Supervising the ADOC Legal Division.
 - 2. Staffing the ADOC Legal Division after consulting with and receiving approval from the Commissioner. The General Counsel may employ