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JOHN Q. HAMM
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ADMINISTRATIVE REGULATION
NUMBER

452

OPR: CLASSIFICATION

SUPERVISED RE-ENTRY PROGRAM (SRP)

I. GENERAL

This Alabama Department of Corrections (ADOC) Administrative Regulation (AR) establishes responsibilities, policies, and procedures for the Supervised Re-Entry Program (SRP).

II. POLICY

It is the policy of the ADOC to place selected inmates in a residential environment under the supervision of their sponsors and ADOC SRP Supervisors, as available, where the inmates may obtain employment, education, and/or training and pay court-ordered restitution, and to administer the SRP through the proper use of classification review, SRP Review Board, applicable state statutes, the SRP Manual, and ADOC ARs.

III. DEFINITIONS AND ACRONYMS

- A. **Standard Operating Procedure (SOP)**: Policies and procedures set forth by local orders and implemented by the Warden/ Designee or Director of each facility or division.
- B. **Supervised Re-Entry Program (SRP) Coordinator**: An ADOC employee appointed by the Classification Director to administer the ADOC SRP.
- C. **Supervised Re-Entry Program (SRP) Review Board**: A board composed of three (3) ADOC members that review an inmate's security level, custody, SRP criteria, and consider placement recommendations for entry into SRP.

IV. RESPONSIBILITIES

- A. The Commissioner is responsible for ensuring that the SRP is in compliance with federal and state statutes and ADOC ARs.
- B. The Classification Director/Designee is responsible for the drafting and implementation of the SRP Manual and for the oversight of the SRP.
- C. The SRP Coordinator is responsible for assisting and reporting to the Classification Director about SRP activities.
- D. The SRP Review Board is responsible for collecting and reviewing all SRP forms and documentation needed for the application process and for reviewing all SRP applicants for approval or denial.
- E. The Warden/Designee is responsible for submitting required forms to the SRP Review Board, providing SRP forms to the inmate applicant, ensuring a coordinated transfer of the inmate into the SRP, creating and implementing facility SOPs to implement this AR and the SRP Manual, and making facility space available for SRP operations as needed.
- F. Facility Classification staff is responsible for implementing SRP processes in compliance with the SRP Manual and facility SOPs.
- G. The Central Classification Division is responsible for ensuring that SRP forms are scanned into the inmates' Central Records file.

V. PROCEDURES

All SRP procedures are established in accordance with the SRP Manual.

VI. DISPOSITION

Any forms used will be disposed of and retained according to the Departmental Records Disposition Authority (RDA).

VII. FORMS

There are no forms prescribed in this AR.

VIII. SUPERSEDES

This Administrative Regulation supersedes AR 452, *Supervised Re-Entry Program*, dated June 18, 2008, and any changes.

IX. PERFORMANCE

- A. Code of Alabama 1975 § 14-1-1.1 *et seq.*
- B. Code of Alabama 1975 § 14-8-60 *et seq.*
- C. Supervised Re-Entry Program (SRP) Manual



John Q. Hamm
Commissioner