

STATE OF VERMONT AGENCY OF HUMAN SERVICES DEPARTMENT OF CORRECTIONS	Title: INMATE SECURITY CLASSIFICATION	Page 1 of 2
Chapter: Programs- Classification and Case Planning	# 371	Supersedes: #371, 371.03, and 371.04, dated 12/30/02
Attachments, Forms & Companion Documents: All attachments, forms, and companion documents will be available on the DOC website.		
Local Procedure(s) Required: No Applicability: All staff (including contractors and volunteers) Security Level: "B" – Anyone may have access to this document.		
Approved: <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <hr style="width: 20%; margin: 0 auto;"/> Lisa Menard, Commissioner </div> <div style="text-align: center;"> <hr style="width: 20%; margin: 0 auto;"/> Date Signed </div> <div style="text-align: center;"> <hr style="width: 20%; margin: 0 auto;"/> Date Effective </div> </div>		

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PURPOSE

The purpose of this administrative directive is to identify the Vermont Department of Corrections' (DOC) philosophy and policies regarding the classification of inmates for housing and security purposes.

PHILOSOPHY

It is the philosophy of the DOC to house inmates in the least restrictive environment consistent with institutional safety and offense severity. The DOC's inmate security classification system uses an objective, evidence-based tool to identify an offender's risk of violating facility rules, engaging in violence, and escaping, to designate the appropriate corresponding security classification level. An inmate's security classification level is used to determine the inmate's housing placement and eligibility for work camp. Classification level also informs security protocols during inmate transports.

AUTHORITY

28 V.S.A. § 701b

REFERENCE

US Department of Justice, Federal Bureau of Prisons Program Statement Number 5100.08, *Inmate*

1 *Security Designation and Custody Classification*, dated September 12, 2006.

2
3 **POLICY**

4
5 It is the policy of the DOC to assess each inmate's security risk. This information is then used to
6 make informed decisions regarding housing, transportation, and other security matters. Within five
7 working days of an inmate's sentencing or commitment, the DOC shall determine whether the inmate
8 shall be incarcerated or furloughed. If the offender is incarcerated, the DOC shall also determine if
9 the offender is eligible for work camp placement within the first five working days.

10
11 Within fifteen days of entering a DOC correctional facility, the Initial Security Classification Tool
12 shall be used to determine most inmates' security classification level. Inmates returned to
13 incarceration from community supervision for technical violations, who have a recent classification,
14 shall be housed at their most recent security classification level. Reevaluations of the inmate's
15 security classification level shall be performed using the Security Reclassification Tool any time an
16 inmate's legal status changes, a major disciplinary report is upheld or reversed, a hold is lodged or
17 removed against an inmate, or an inmate completes required pro-social services. In addition, a
18 reclassification shall be performed at least every twelve months.

19
20 The DOC uses four security levels based on the level of security and staff supervision: Minimum;
21 Medium; Close; and Administrative Segregation. An inmate's security classification level is based
22 on the level of security and supervision the inmate requires, and considers pro-social services
23 participation and performance, institutional adjustment, and other factors that may affect the inmate's
24 incarceration and public and correctional facility safety.