

1. <u>Policy</u>. The Connecticut Department of Correction's Mission Statement and Vision shall be the Department's primary directive. The statements of philosophy and goals contained in this directive shall serve as the foundation for all Department and unit policies.

## 2. Authority and Reference.

- A. Public Law 108-79 Prison Rape Elimination Act of 2003.
- B. 28 CFR, 115 Prison Rape Elimination Act National Standards.
- C. Connecticut General Statutes, Section 18-81.
- D. Administrative Directives 1.13, Code of Ethics; 2.1, Equal Employment Opportunity and Affirmative Action; 2.2, Sexual Harassment; 2.17, Employee Conduct; 2.22, Workplace Violence Prevention Policy and 6.12 Sexual Assault Prevention and Intervention Policy.
- E. American Correctional Association, Standards for the Administration of Correctional Agencies, Second Edition, April 1993, Standard 2-CO-1A-04.
- F. American Correctional Association, Standards for Adult Correctional Institutions, Fourth Edition, January 2003, Standards 4-4001, 4-4002 and 4-4004.
- G. American Correctional Association, Performance-Based Standards for Adult Local Detention Facilities, Fourth Edition, June 2004, Standards 4-ALDF-7D-01 and 4-ALDF-7D-03.
- H. American Correctional Association, Standards for Adult Probation and Parole Field Services, Third Edition, August 1998, Standard 3-3002 and 3-3008.
- I. American Correctional Association, Standards for Correctional Training Academies, First Edition, May 1993, Standards 1-CTA-1A-01 and 1-CTA-1A-03.

## General Principles.

- A. The Department of Correction is an integral part of the criminal justice system. It is responsible and accountable to our state and its citizens.
- B. We partner with other federal, state, local, and criminal justice agencies to expand our efforts in reducing crime, and to enhance our proactive role in the development of criminal justice policy.
- C. We take pride in our service and commitment to the citizens of the State of Connecticut.
- 4. <u>Mission Statement</u>. The Department of Correction shall strive to be a global leader in progressive correctional practices and partnered re-entry initiatives to support responsive evidence-based practices aligned to law-abiding and accountable behaviors. Safety and security shall be a priority component of this responsibility as it pertains to staff, victims, citizens and offenders.

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- 5. <u>Motto</u>. The Department of Correction motto of P.R.I.D.E. shall represent the Department's values of: <u>P</u>rofessionalism, <u>R</u>espect, <u>I</u>ntegrity, <u>D</u>ignity, and Excellence.
- 6. <u>Vision</u> Re-victimization is reduced by providing offenders the tools and resources to make positive changes for a successful transition back into the community.
- 7. Dissemination of Mission Statement. The mission statement shall be widely disseminated to all employees, offenders, and the general public. The mission statement shall appear in the front of all Department publications. It shall be printed in all offender newspapers and posted prominently in all Department units as well as in areas that may be commonly viewed by the public, staff, and offenders. Copies shall be given to all new employees undergoing orientation training.
- 8. Annual Review. Each year, as part of the Department policy review process, the mission statement shall be examined. When warranted, recommendations for changes shall be made by a committee convened by the Commissioner for that purpose. The Committee shall include line employees within the Department. The committee shall submit its report to the Commissioner.
- 9. Unit Mission Statements. Each unit within the Department shall develop a unit mission statement, consistent with the Department's Mission Statement, which is applicable to the unit. Unit mission statements shall be reviewed and revised annually by a committee appointed by the Unit Administrator. The committee shall consist of members who represent all levels of employees within the unit including line operating staff as well as the various disciplines within the unit. The committee shall submit its report to the Unit Administrator.
- 10. Exceptions. Any exceptions to the provisions in this Administrative Directive shall require prior written approval from the Commissioner.