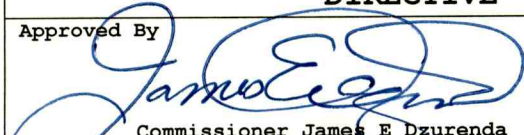
 State of Connecticut Department of Correction  <b>ADMINISTRATIVE          DIRECTIVE</b>	Directive Number 6.15	Effective Date 5/14/2014	Page 1 of 7
	Supersedes Administration of Capital Punishment dated 10/19/2004		
Approved By  Commissioner James E. Dzurenda	Title  Administration of Capital Punishment		

1. Policy. The Department of Correction shall carry out a sentence of death in a humane manner consistent with all applicable laws. The Department shall strive to maintain the safety and security of the public, staff and other persons directly or indirectly involved in the execution and the orderly operation of Connecticut correctional facilities. Except as provided by statute, no employee of the Department of Correction shall be required to participate in the execution of an inmate.
  
2. Authority and Reference.
  - A. Connecticut General Statutes, Sections 18-81, 19a-406, 54-99, 54-100, 54-100a, 54-101 and 54-102.
  - B. Administrative Directives 1.5, Public Information and News Media Relations; 2.18, Critical Incident Stress Response Program; 6.2, Facility Post Orders and Logs; 6.6, Reporting of Incidents; 6.10, Inmate Property; and 8.2, Inmate Death.
  
3. Definitions. For the purposes stated herein, the following definitions apply:
  - A. Execution Area. A series of four (4) contiguous rooms in the Osborn Correctional Institution comprised of the:
    1. Holding Cell. The room in which the condemned inmate is housed for no less than 24 hours prior to the scheduled execution.
    2. Execution Ante Room. The room in which equipment used to carry out the punishment of death by continuous intravenous lethal injection is housed.
    3. Execution Enclosure. The room where the act of inflicting the punishment of death by continuous intravenous lethal injection shall take place.
    4. Witness Observatory. The room in which authorized persons observe the execution.
  - B. Execution Team. The group of correctional staff, numbering no less than six (6) primary members and no less than six (6) alternate members, responsible for assisting in the execution of the inmate.
  - C. Executioner(s). An individual(s) who, upon the order of the Warden, initiates and controls the flow of the lethal substances into the body of the condemned inmate thereby causing death to the inmate.
  - D. Warden. Except where otherwise noted, the Unit Administrator of the facility in which the execution is scheduled to take place.
  
4. Execution Location. All executions in the State of Connecticut shall take place within the execution enclosure of the Osborn Correctional Institution or at any other Department of Correction facility deemed appropriate by the Commissioner of Correction.
  
5. Consultation with Public Health Commissioner. The Commissioner of Correction in consultation with the Commissioner of Public Health shall have in place a procedure for inflicting the punishment of death by use of continuous intravenous injection of a substance or substances in a quantity sufficient to cause death.

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6. Procedures Upon Receipt of Inmate Sentenced to Death. When an inmate is committed to the custody of the Commissioner of Correction with a sentence of death, the inmate shall be immediately classified and housed as security Level 5.

A. Notifications. Upon receipt of the court order calling for execution, the Warden housing the offender shall personally notify the Commissioner of Correction and shall forward a letter, confirming this information, and a copy of the court order to the Commissioner of Correction, Commissioner of the Department of Emergency Services and Public Protection, Medical Examiner, and condemned inmate.

Upon receipt of the copy of the court order, the Commissioner of Correction shall notify the Governor, Chairman of the Board of Pardons and Paroles, Office of the Attorney General and the Office of the Chief State's Attorney.

A copy of any subsequent order which relates to the court order for execution, regardless of where the order is issued or from whom shall be forwarded in the same manner.

B. Assembly of Supplies and Equipment.

1. The Commissioner of Correction shall prepare a written order to purchase the lethal substances to be used in the execution of the inmate.
2. The Warden shall assemble the supplies and prepare all equipment necessary to perform the execution.

C. Selection of the Execution Personnel.

1. The screening, selection and training of the correctional staff participating in the execution shall be the responsibility of the Warden. The identity of the participating staff shall remain confidential and shall only be revealed on a "need-to-know" basis.
2. The Director of Health Services or designee shall ensure, to the satisfaction of a Connecticut licensed and practicing physician, that a person or persons is appropriately trained and qualified to act as executioner. Such person(s) shall prepare and secure the necessary materials provided by the Commissioner of Correction or designee.
3. The Director of Health Services or designee shall ensure, to the satisfaction of a Connecticut licensed and practicing physician, that a person or persons is appropriately trained and qualified to insert an intravenous catheter or catheters into an appropriate vein or veins of the inmate, as well as to determine the inmate's level of consciousness and pronounce death.
4. It shall be the responsibility of the Director of Health Services to ensure that a physician qualified to certify death is present at the time of execution.



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- D. Telecommunications. Arrangement shall be made to ensure that two (2) dedicated telephone lines are installed which shall ring directly into the Facility Command Post. The Commissioner of Correction shall advise the Governor, Chairman of the Board of Pardons and Paroles, Attorney General, applicable state and federal courts and the Chief State's Attorney of the telephone procedures during the execution process. A dedicated line from the Facility Command Post to the Execution Enclosure shall also be maintained for the sole purpose of directing or suspending execution procedures.
- E. Execution Team Preparations.
1. The Warden shall screen, select and train no less than six (6) primary correctional personnel and no less than six (6) alternate correctional personnel from a previously identified pool to assist in conducting the execution procedure. The selected correctional personnel shall be referred to as the Execution Team.
  2. The Warden shall, at a minimum, conduct biannual drills with the Execution Team simulating movement and restraint of the inmate. The Warden shall only distribute the Execution Post Orders, as a security document, to those correctional personnel on a "need-to-know" basis. The Warden shall ensure that all members are fully aware of their roles during the procedure, and that the team is prepared to deal with any disruptive behavior.
- F. News Media Contact. Consistent with the requirements of Administrative Directive 1.5, Public Information and News Media Relations, a condemned inmate may be permitted to give interviews subject to the approval of his attorney and the Commissioner of Correction. The scheduling of these interviews shall be consistent with safety, security and order, and shall not interfere with the execution. In all cases, the decision of the Commissioner of Correction shall be final. If approved, news media contacts will be coordinated by the Warden and the Department of Correction Director of External Affairs.
7. Within Four Days of the Scheduled Execution Date. The following shall be initiated within four (4) days of the scheduled execution date.
- A. Visits. The Warden of the facility housing the inmate may authorize daily visits with members of the inmate's family, approved religious representatives, and such other persons as he deems appropriate as requested by the inmate. Visits must be arranged by appointment through the Warden housing the offender and shall be subject to restrictions dictated by the Warden housing the offender. Every reasonable accommodation shall be made for inmate access to the attorney of record.
- B. Execution Witnesses. Besides the Warden and such number of correctional personnel deemed by the Warden as necessary, the following may be present at the execution:
1. the Commissioner of Correction;
  2. a physician (consistent with Section 5(C) of this Directive);
  3. Director of Religious Services
  4. a clergyman, at the request of the inmate;
  5. not more than three (3) adults designated by the inmate;
  6. other persons as the Commissioner deems appropriate.

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The total number of witnesses permitted at an execution shall be governed by space and security requirements and the Commissioner shall make the final determination of such number.

- C. News Media Witnesses. The number of news media representatives present at an execution shall be nine (9), except that the Commissioner of Correction may authorize a greater number of such representatives or, for specified reasons of space and security, may reduce such number of representatives. The Commissioner of Correction may exclude a witness for specific reasons of security.
1. There shall be a committee on news media access to executions composed of news media representatives appointed by the Associated Press Managing Editors Association of Connecticut and the Connecticut Associated Press Broadcasters Association. The Commissioner of Correction or designee shall be an ex officio member.
  2. This committee shall receive applications from members of the news media seeking to witness the execution and select news media witnesses from such applications. The committee shall consider applications from three (3) categories of news media:
    - a. Newspapers, broadcasters and news services regularly reporting general news of the state;
    - b. Newspapers and broadcasters nearest the locality where the crime was committed; and,
    - c. Newspapers and broadcasters that regularly cover the correctional institutions deemed appropriate by the Commissioner of Correction as a location for the infliction of the death penalty.
  3. The committee shall (a) select applicants from each category unless a category lacks a qualified applicant, (b) promptly inform the Commissioner of Correction of its recommendations, and (c) inform the news media recommended to be witnesses. The Commissioner of Correction shall promptly inform the committee if any applicant it has recommended to be a witness is to be excluded for specific reasons of security.
- D. Transfer of Inmate. Transfer of the inmate to the Holding Cell shall occur no less than 24 hours prior to the scheduled execution date.
- E. Continuous Observation. Four (4) days prior to the execution date, correctional officers shall be assigned by the Warden housing the offender to provide a continuous watch of the inmate until the offender is removed from the Holding Cell en route to the Execution Chamber. The assigned correction officers shall maintain a log of all activities. The log entries shall be in accordance with Administrative Directive 6.2, Facility Post Orders and Logs. The logs shall be reviewed by the Warden housing the offender on a daily basis. Report of any unusual incident shall be prepared in accordance with the Administrative Directive 6.6, Reporting of Incidents.
- F. Personal Property Disposition. The Warden shall ensure that arrangements are made for disposition of the inmate's personal property in accordance with Administrative Directive 6.10, Inmate Property.



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- G. Food Preparations. The inmate shall be served the same food as other inmates at the normal meal time. At the discretion of the Warden, reasonable efforts may be made to provide a last meal of the inmate's choosing.
  - H. Security Preparations. The Warden shall distribute confidential post orders and procedures and ensure that final preparations are made for the Execution Team.
  - I. Perimeter Security. The Warden shall notify the Director of Tactical Operations in order to ensure adequate perimeter security around the facility on the evening preceding the date of execution.
  - J. Equipment and Supplies. The Commissioner of Correction shall designate qualified personnel to acquire, inspect and inventory all equipment and supplies necessary to carry out the execution.
8. 48 Hours Prior to the Execution. The following shall be initiated during the 48 hours prior to the scheduled execution.
- A. The Warden shall ensure that all arrangements as required by these rules have been accomplished.
  - B. The Warden shall conduct drills with the Execution Team to ensure that all team members are familiar with designated duties and responsibilities.
  - C. The Warden shall control and restrict movement within the execution area to authorized personnel.
  - D. The Warden shall ensure that the appropriate number of staff have been scheduled to work the evening preceding the execution.
  - E. The Warden shall ensure that necessary arrangement for the disposal of the body have been made in accordance with Connecticut General Statute, Section 54-102.
  - F. The Warden shall secure the list of all persons approved by the Commissioner of Correction scheduled to witness the execution.
9. 24 Hours Prior to Execution. The following shall be initiated during the final 24 prior hours to execution.
- A. The Warden shall meet with all employees selected for an Execution Team assignment.
  - B. The Warden shall ensure that:
    - 1. All living units are closely monitored.
    - 2. All perimeter security towers are manned.
    - 3. Reception desk staff are provided with a list of the approved visitors and witnesses.
    - 4. Escort officers are identified for moving witnesses and visitors to the Execution Area.
  - C. The emergency telephone lines to the Execution Enclosure shall be checked at 6:00 p.m., 9:00 p.m. and 30 minutes before the execution is scheduled to be carried out.
  - D. Procedures for approved witnesses and designated news media representatives shall be as follows:
    - 1. Witnesses, under correctional staff supervision, shall be transported from a pre-designated staging area to designated facility.
    - 2. Upon arrival, each witness shall be properly identified (valid photo identification), pass through the metal detector and be

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- given a pat-down search. Failure to comply or successfully complete the search process shall prohibit participation.
3. Witnesses shall be escorted by correctional staff to the appropriate staging area where they shall be briefed.
  4. The only articles permitted inside the secure perimeter shall be note pads and pens or pencils issued by correctional staff to approved news media witnesses. No other articles shall be permitted other than identification.
  5. The Department of Correction Director of External Affairs shall coordinate all news media activity in the designated staging area.
- E. The Warden shall establish radio or telephone contact with the supervisor-in-charge of the Execution Area to ensure that messages can be conveyed.
10. 30 Minutes Prior to the Execution. The following shall be initiated 30 minutes prior to the execution.
- A. Inmate visits shall be concluded.
  - B. The supervisor-in-charge shall direct the Execution Team to escort the inmate from the Holding Cell to the Execution Enclosure and secure the inmate to the execution surface.
  - C. A person or persons, properly trained to the satisfaction of a Connecticut licensed and practicing physician, shall connect the EKG to the inmate.
  - D. A person or persons, properly trained to the satisfaction of a Connecticut licensed and practicing physician, shall establish intravenous access. A primary intravenous infusion line shall be inserted in the left arm with a line inserted in the right arm as an alternative.
  - E. The Warden shall ensure that the executioner(s) are escorted to the Execution Ante Room ensuring that the identity of the executioner(s) remains confidential.
  - F. The Warden shall confirm accurate time for the clock used to conduct the execution.
11. Prior to the commencement of the execution procedure. The Warden or other assigned personnel shall escort the witnesses from the designated staging area to the Witness Observatory. A minimum of two (2) staff members designated by the Warden shall be stationed in the Witness Observatory.
12. Execution Procedure. Execution procedures shall be as follows:
- A. The Warden shall make a final inspection of all inmate restraints and with the assistance of a staff member, qualified to the satisfaction of a licensed and practicing physician, shall make a final inspection of the intravenous infusion system to determine that all is in order.
  - B. Upon receiving direction from the Warden, a designee shall open the window coverings so that the witnesses can view the inmate.
  - C. The Warden shall make contact with the Facility Command Center to ensure that no stays or postponements have been received.
  - D. At 2:01 a.m. or as soon thereafter as possible, the Warden shall direct the executioner(s) to begin injection of the lethal substance in accordance with Attachment A.
  - E. The executioner(s) shall inform the Warden when infusion of the



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lethal substance has been completed. The Warden shall direct a designated staff member to close the window coverings and summon a physician to pronounce the inmate's death.

- F. Once the inmate has been pronounced dead, the witnesses shall be escorted from the witness area.
  - G. The Director of External Affairs shall be notified of the time of death and shall inform the news media assembled in the news media staging area. News media witnesses shall be escorted to the designated news media staging area where they shall share information as prearranged.
  - H. The Warden shall remain with the inmate's body in the execution enclosure and supervise the removal of the body.
13. Stay of Execution. If, at any stage of the execution prior to the death of the inmate, the Warden is notified that a stay of execution has been ordered, execution procedures shall be halted and the witnesses shall be returned to the witness staging area. If, for any reason, the execution does not proceed, the Commissioner of Correction shall devise a new schedule appropriate to the circumstances and consistent with this directive.
14. Post-Execution Procedure. Post-execution procedures shall be as follows:
- A. The Commissioner of the Department of Emergency Services and Public Protection shall be notified when the execution is completed and the inmate's body is ready for removal.
  - B. The Warden shall ensure that the body is transferred to the custody of the Office of the Chief Medical Examiner so that an autopsy can be performed to determine the manner and cause of death consistent with Connecticut General Statutes, Section 19a-406 and Administrative Directive 8.2, Inmate Death.
  - C. The medical examiner/physician or representative shall process the death certificate and provide it to the Warden as soon as reasonably possible following the execution.
  - D. Upon completion of the autopsy, the Warden shall ensure disposal of the body of the inmate in accordance with Section 7(E) of this Directive and consistent with Connecticut General Statutes, Section 54-102.
  - E. Staff designated by the Warden shall prepare a debriefing narrative of the execution process, beginning with the four (4) days prior to the execution date. The narrative shall be prepared in chronological time sequence. A summary shall then be prepared by the Warden or designee and submitted to the Commissioner of Correction.
  - F. The Critical Incident Stress Response Team shall be made available to participating staff upon request in accordance with Administrative Directive 2.18, Critical Incident Stress Response Program.
15. Forms and Attachments.
- A. Attachment A, Administration of Capital Punishment
16. Exceptions. Any exception to the procedures in this Administrative Directive shall require the prior written approval of the Commissioner of Correction.



**Administration of Capital Punishment**  
**Connecticut Department of Correction**

Attachment A  
REV: 05/14/14  
AD 6.15

Administration of three (3) substances in a three (3) step process:

1. Step One. The first step shall require the administration of 2,500 milligrams (mg) of Thiopental Sodium (a lethal dose), in 50 ml of clear (without visible precipitate) Sodium Chloride 0.9% solution of an approximate concentration of 50 mg/ml or 5%.
2. Step Two. The second step shall require the administration of 100 milligrams (mg) of Pancuronium Bromide (contents of ten (10) 5 ml vials of 2 mg/ml concentration) in 50 ml.
3. Step Three. The third and final step shall require the administration of 120 milliequivalent (mEq) of Potassium Chloride (contents of two (2) 30 ml vials of 2 mEq/ml concentration) in 60 ml.

Department of Correction, Commissioner's signature:      Date: 05/14/2014

*James E. Egan* 5/14/14