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<b>Mission and Management</b>	<b>ACA Standards: 2-CO-5A-01, 4-4107, 4-4451, 4-4452, 4-4453, 4-4454, 4-4455M, 4-4456, 4-4458, 4-4460, 4-4467, 4-4468, 4-4469</b>		
<b>Michael W. Roach, Chair Oklahoma Board of Corrections</b>	<b>Signature on File</b>		

## **Mission and Management of Correctional Industries**

The Oklahoma Department of Corrections (ODOC) correctional industries programs provide skills training and work opportunities for inmates in accordance with state statutes. (4-4456) Oklahoma correctional industries programs contribute to reducing, both directly and indirectly, the cost of incarceration.

For the purpose of this policy, the following terms will apply:

Oklahoma Correctional Industries (OCI) is the official title of the correctional industries program responsible for the production of manufactured products and services. Agri-Services is the official title of the correctional industries program responsible for the production of agricultural products. "Correctional Industries" is inclusive of both programs.

The term "inmate" will apply to anyone under the authority, custody or care of a prison or a community-based facility operated by or contracted with the Oklahoma Department of Corrections.

### **I. Correctional Industries Programs**

The primary mission of correctional industries is to maintain a self-sufficient organization that addresses and encompasses best practices to improve inmate successful reentry. (2-CO-5A-01, 4-4458)

#### **A. Industries Goals**

1. Provide inmates with the opportunity to develop job skills and work ethics as a means of improving employability after release. (4-4451) The workday for those inmates assigned shall approximate that of the community. (4-4454)

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2. Maintain cost effective operations that provide constructive work opportunities and support the development of work ethics for a maximum number of inmates. (4-4452)
3. Reduce the direct and indirect cost of incarceration through the production of necessary goods and services required by the state correctional system at a competitive price.
4. Generate revenues sufficient to continue the growth of the organization.

B. Operations

The operational and business plans will be reviewed on an annual basis and updated as necessary. Plans will address the following:

1. The written operational plans will address the efficient and effective operational management of industries programs, ensuring that all required safety and environmental standards are met. (4-4455M)
2. The written business plan will address subject matter including, but not limited to: planned new product and/or service introductions; development and/or expansion of physical and human resources; an overview of the industries revolving fund cash flow; planned private partnership growth, current and anticipated revenue growth rates; and inmate employment rates. (4-4458)

C. Establishment of Industries

Correctional industries staff consult periodically with peers in the private and public sectors to develop products and/or services and related job skills that are relevant to current employment demand. (4-4453, 4-4467, 4-4468, 4-4469) New correctional industries operations, products and/or services will meet the mission of correctional industries as stated in this policy.

D. Long-Range Planning and Evaluation

Each correctional industries program is responsible for the establishment of a written long-range plan. Plans will be updated annually and submitted to the affected division manager for approval approximately 60 days prior to the effective date of the plan. (4-4107)

II. Private Sector Prison Industries

Correctional industries will recruit within the private sector for the purpose of establishing operations at state owned or privately owned correctional facilities. The purpose of such industry operations will be to provide skills training and work opportunities for inmates.

Appropriate ODOC staff members will be consulted and utilized in the establishment of private sector prison industry operations. The Prison Industry Enhancement Certification Program Guidelines (as published in the Federal Register, April 7, 1999, Volume 64, Number 66, pages 17000-17014) must be followed by any private entity desiring to establish an industry which utilizes inmate labor. Private sector prison industry operations will also adhere to [OP-080201](#) entitled "Private Sector Correctional Industry Standards."

A. Private Sector Prison Industries Goals

1. Inmate participation in private sector prison industry programs (PIECP) will provide inmates the opportunity to contribute financially to incarceration costs, victim compensation funds, inmate savings accounts, family support and provide funds for personal use.
2. Programs will also provide inmates with the opportunity to develop skills training and work ethics as a means of improving employability after release. (4-4451)

B. Contract Approval

Contracts for the establishment of private sector prison industries, at private prisons or state owned correctional facilities, will be submitted to the Oklahoma Board of Corrections for approval.

III. References

OP-080201 entitled "Private Sector Correctional Industry Standards"

57 OS § 504.(b)(2), 549-549.2

PIECP Guidelines

IV. Action

The director is responsible for compliance with this policy.

The director is responsible for the annual review and revisions.

Any exceptions to this policy statement will require prior written approval of the Oklahoma Board of Corrections.

This policy is effective as indicated.

Replaced: Policy Statement No. P-080100 entitled "Mission and Management of Correctional Industries" dated July 17, 2014

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