

**NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
525**

PRISON INDUSTRY CLASSIFICATION

Supersedes: AR 525 (08/13/10); and AR 525 (Temporary, 11/04/14)
Effective date: 05/19/15

AUTHORITY: NRS 209.131, 209.396

RESPONSIBILITY

The associate wardens at each institution and facility are responsible for implementing this regulation.

525.01 PRISON INDUSTRY ASSIGNMENT CRITERIA

1. In order to be assigned to Prison Industries (PI) an inmate should meet the following criteria:

A. The inmate must have a High School Diploma or a High School Equivalency, or be currently enrolled in high school or High School Equivalency completion courses; and

B. The inmate must have no major disciplinary violations in the previous 6 months; and

C. Be functioning at an educational level equal to literacy per NRS 209.396; and

D. If not already assigned to PI, the inmate must have a minimum of 12 months remaining on their sentence until eligible for minimum custody.

E. Inmate must have a valid social security number authenticated through the Federal E-Verify system, and must successfully complete the Federal I-9 form.

F. Inmates with an escape in their history will be reviewed by a full classification committee on a case-by-case basis.

2. All inmates must be reviewed and approved in person by the full classification committee prior to being placed on the approved assignment list to a PI assignment. Being placed on the approved PI assignment list, does not in any way guarantee the

inmate an assignment to PI. If an inmate requires further review or approval from Warden, this approval or denial will occur no longer than two weeks after full classification meeting.

3. Assignment of inmates reviewed and approved by institution's full classification committee to PI requires the concurrence of the PI supervisor of the shop where the inmate will be working. On a weekly basis, the Classification Committee should provide the Prison Industries Supervisor with an updated list of PI eligible inmates, inmates approved, denied or awaiting Warden's reviews.

525.02 PRISON INDUSTRY RETENTION

1. Inmates who are found guilty of a major disciplinary violation will be reclassified out of PI.
2. A PI supervisor may remove an inmate worker for performance or behavioral reasons; however, only the classification committee can unassign the inmate.
3. The PI supervisor should provide the classification committee with a written report stating the reasons for the removal of an inmate from the PI assignment.

APPLICABILITY

1. This regulation requires operational procedures within prison industries and at each institution and facility.
2. This regulation does require an audit.



Director



Date