

STD. 400 (REV. 01-09)

OAL FILE NUMBERS	NOTICE FILE NUMBER Z-	REGULATORY ACTION NUMBER 2012 1016 03FP	EMERGENCY NUMBER
For use by Office of Administrative Law (OAL) only			
NOTICE		REGULATIONS	
AGENCY WITH RULEMAKING AUTHORITY California Department of Corrections and Rehabilitation			AGENCY FILE NUMBER (If any) 12-0033

ENDORSED FILED
TO THE OFFICE OF
2012 OCT 18 PM 1:22
John J. Brown
SECRETARY OF STATE

2012 OCT 16 PM 3:24
OFFICE OF
ADMINISTRATIVE LAW

A. PUBLICATION OF NOTICE (Complete for publication in Notice Register)

1. SUBJECT OF NOTICE	TITLE(S)	FIRST SECTION AFFECTED	2. REQUESTED PUBLICATION DATE
3. NOTICE TYPE <input type="checkbox"/> Notice re Proposed Regulatory Action <input type="checkbox"/> Other	4. AGENCY CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER (Optional)
OAL USE ONLY <input type="checkbox"/> Approved as Submitted <input type="checkbox"/> Approved as Modified <input type="checkbox"/> Disapproved/Withdrawn	NOTICE REGISTER NUMBER	PUBLICATION DATE	

B. SUBMISSION OF REGULATIONS (Complete when submitting regulations)

1a. SUBJECT OF REGULATION(S) Security Threat Group Pilot Program	1b. ALL PREVIOUS RELATED OAL REGULATORY ACTION NUMBER(S)
2. SPECIFY CALIFORNIA CODE OF REGULATIONS TITLE(S) AND SECTION(S) (Including title 26, if toxics related)	
SECTION(S) AFFECTED (List all section number(s) individually. Attach additional sheet if needed.)	ADOPT 3999.113
	AMEND
TITLE(S) 15	REPEAL
3. TYPE OF FILING	
<input type="checkbox"/> Regular Rulemaking (Gov. Code § 11346)	<input type="checkbox"/> Certificate of Compliance: The agency officer named below certifies that this agency complied with the provisions of Gov. Code §§ 11346.2-11347.3 either before the emergency regulation was adopted or within the time period required by statute.
<input type="checkbox"/> Resubmittal of disapproved or withdrawn nonemergency filing (Gov. Code §§ 11349.3, 11349.4)	<input type="checkbox"/> Emergency Readopt (Gov. Code, § 11346.1(h))
<input type="checkbox"/> Emergency (Gov. Code, § 11346.1(b))	<input type="checkbox"/> Resubmittal of disapproved or withdrawn emergency filing (Gov. Code, § 11346.1)
<input type="checkbox"/> Changes Without Regulatory Effect (Cal. Code Regs., title 1, § 100)	<input type="checkbox"/> Print Only
<input checked="" type="checkbox"/> File & Print	<input checked="" type="checkbox"/> Other (Specify) <u>Penal Code 5058.1 - Pilot Program</u>
4. ALL BEGINNING AND ENDING DATES OF AVAILABILITY OF MODIFIED REGULATIONS AND/OR MATERIAL ADDED TO THE RULEMAKING FILE (Cal. Code Regs. title 1, § 44 and Gov. Code § 11347.1)	
5. EFFECTIVE DATE OF CHANGES (Gov. Code, §§ 11343.4, 11346.1(d); Cal. Code Regs., title 1, § 100)	
<input type="checkbox"/> Effective 30th day after filing with Secretary of State	<input checked="" type="checkbox"/> Effective on filing with Secretary of State
<input type="checkbox"/> \$100 Changes Without Regulatory Effect	<input type="checkbox"/> Effective other (Specify)
6. CHECK IF THESE REGULATIONS REQUIRE NOTICE TO, OR REVIEW, CONSULTATION, APPROVAL OR CONCURRENCE BY, ANOTHER AGENCY OR ENTITY	
<input type="checkbox"/> Department of Finance (Form STD. 399) (SAM § 6660)	<input type="checkbox"/> Fair Political Practices Commission
<input type="checkbox"/> Other (Specify)	<input type="checkbox"/> State Fire Marshal
7. CONTACT PERSON Joshua Jugum	TELEPHONE NUMBER 916 445-2228
FAX NUMBER (Optional) 916 324-6075	E-MAIL ADDRESS (Optional) joshua.jugum@cdcr.ca.gov

8. I certify that the attached copy of the regulation(s) is a true and correct copy of the regulation(s) identified on this form, that the information specified on this form is true and correct, and that I am the head of the agency taking this action, or a designee of the head of the agency, and am authorized to make this certification.

SIGNATURE OF AGENCY HEAD OR DESIGNEE <i>Terry McDonald</i>	DATE 10/15/12
TYPED NAME AND TITLE OF SIGNATORY TERRI MCDONALD, Undersecretary, Operations	

For use by Office of Administrative Law (OAL) only

ENDORSED APPROVED
OCT 18 2012
Office of Administrative Law

Memorandum

Date : October 11, 2012

INSTRUCTIONAL MEMORANDUM

To : Associate Directors, Division of Adult Institutions
Wardens

Subject : **PILOT PROGRAM FOR SECURITY THREAT GROUP IDENTIFICATION, PREVENTION,
AND MANAGEMENT PLAN**

PURPOSE

This memorandum announces the implementation of the Security Threat Group (STG) pilot policy which will define staff responsibilities and establish a uniform process for the prevention, identification, interdiction, and management of security threat groups and individual affiliates within the California Department of Corrections and Rehabilitation (CDCR).

The pilot will provide individual accountability of offenders; incorporate additional elements of due process to the validation system; and provide for a Step Down Program (SDP) as an alternative for offenders to demonstrate their commitment and willingness to refrain from STG behavior. CDCR will do this while continuing to manage safe and secure institutions.

The use of this pilot program will afford the Department an opportunity to complete this complex retooling of the current gang management strategy including significant changes to regulations, practices, and institutional culture to ensure success. Changes of this magnitude must be completed thoughtfully, methodically, and deliberately. The changes in this policy will support California's efforts toward establishing a more effective model of managing security threat groups in a prison environment.

A security threat group is defined as any ongoing formal or informal organization, association or group of three or more persons which has a common name or identifying sign or symbol whose members and/or associates, individually or collectively, engage or have engaged, on behalf of that organization, association or group, in two or more acts which include planning, organizing, threatening, financing, soliciting or committing unlawful acts of misconduct classified as serious pursuant to the California Code of Regulations (CCR), Title 15, Division 3, Sections 3315. The term security threat group will generally replace the terms prison gang, disruptive group, and/or street gang within the CDCR.

The Department prohibits offenders from creating, promoting, or participating in any STG. Any offender engaging in STG related behavior may be subject to criminal prosecution, in addition to any administrative sanctions imposed as a result of the CDCR's disciplinary process.

The key revisions to the policy and procedure are as follows:

- A new behavior based system, which will serve to enhance the existing intelligence based validation system. The implementation of this process will include an STG behavior based disciplinary matrix, which will provide for additional procedural due process safeguards and a system of individual accountability.

- Recognition that STG affiliate levels of influence and threat are different between members, associates and suspects. STG Associates will no longer be considered for direct administrative placement into a Security Housing Unit (SHU) based only upon their validation to an STG, unless there exists corresponding confirmed disciplinary behavior at the time of the original validation.
- Implementation of an incremental four year STG Step Down Program, which by design will replace the existing six year inactive review process for validated STG affiliates. The SDP will be an individual behavior based program for STG affiliates that will provide graduated housing, enhanced programs, interpersonal interactions, as well as corresponding privilege and personal property enhancements for participating STG affiliates.
- The implementation of a new STG Classification Committee, which will be responsible locally for affirming initial STG validations, evaluating potential new STG behavior subsequent to an affiliate successfully completing the SDP, and evaluating STG behavior for offenders on Dropout-Status.
- Incorporation of a STG prevention program for offenders during the intake process and an orientation process for validated affiliates classified to participate in the SDP.
- Recognition that new STG groups/affiliates and corresponding gang type behavior has emerged within the Department's Sensitive Needs Yard (SNY) population; therefore, providing for certification, validation, and placement of these STG affiliates within the SDP.
- The incorporation of a weight based point value system designed to correspond with the existing three evidence source minimum process, and which continues to maintain a requisite for a direct link to an existing validated member or associate.

Minimizing STG behavior and effectively managing high security housing populations are significant major components of this pilot project and are expected to accomplish 1) uniform certification of gangs and disruptive groups by the Office of Correctional Safety into STGs and identifying those that pose the greatest threat to the safety and security of the prisons and public safety; 2) identification and validation of STG affiliates; 3) provide a SDP for offenders placed in segregated housing for validation and/or STG behavior to afford enhanced program and privilege incentives to promote positive behavior; and 4) debriefing for offenders who choose to disassociate themselves from a STG and STG behavior.

Security Threat Group Definitions (Attachment A) are provided for the terms used in this Instructional Memorandum.

PILOT PROGRAM REQUIREMENTS

The STG Identification, Prevention, and Management Pilot Program is being implemented under the authority granted in Penal Code Sections 5058.1. This pilot program is intended to expand upon the requirements set forth in Penal Code Section 5054, 5058, and 5068 by providing a STG Management Plan which was developed in concert with national best practices and input by subject matter experts from around the country.

PLACEMENT OF OFFENDERS IN THE SECURITY THREAT GROUP PILOT PROGRAM

Inmates identified for the Security Threat Group Pilot Program will be mandated to:

- Have the new validation source criteria and point system applied to their validation process on a prospective basis;
- Attend a hearing with the STG Unit Classification Committee to afford an administrative review and affirmation of the validation package;

- Be placed in the SDP based upon the level of their validation and/or confirmed STG behavior, as outlined in Section 600 of this Instructional Memorandum;
- Participate in and progress through the SDP.

Inmates currently serving an indeterminate SHU term due to their gang validation shall be afforded a Departmental Review Board (DRB) hearing to determine their appropriate placement and/or retention within the SHU/Step Down Program or potential release to general population. The new validation source criteria and point system will not be applied to those inmates who were previously validated; however, the DRB will conduct an assessment of the preceding four years to determine the existence of on-going STG behavior. Based upon their unique status as not having participated in the Step Down Program, these inmates shall be referred to as inactive-monitored status affiliates upon their release from SHU. An inactive-monitored status affiliate shall be provided a copy of a CDCR Form 128-B STG1, Notice of Conditions of Inactive-Monitored Status (Attachment B) for review and signature prior to appearance before the DRB.

PILOT PROGRAM LOCATION

The Security Threat Group Pilot Program will be initiated at all CDCR adult institutions; however, will only have a direct impact on those inmates who continue to engage in STG related behavior or activities. A SDP will be initiated at each of the SHU institutions including Pelican Bay State Prison, California State Prison – Corcoran, California Correctional Institution, California State Prison – Sacramento, and California Institution for Women.

This pilot program will remain in effect for a 24-month period from the date it is filed with the Secretary of State, at which time it will lapse by operation of law or will be promulgated through the Administrative Procedure Act.

BACKGROUND

CDCR manages the most violent and sophisticated security threat group members and associates in the nation. California STGs are routinely and consistently connected to major criminal activities in communities, including such crimes as homicides, drug trafficking, prostitution, human trafficking, and extortion. As such, the responsibility and challenges facing CDCR relative to the management of security threat groups are immense.

Security Threat Group problems throughout the country have grown more serious in both the local communities and correctional settings. STGs are largely responsible for criminal activities within the institutions, to include the trafficking of narcotics, committing and/or directing violence against staff and offenders, and directing criminal activity between the correctional institutions and the community.

Prisons are especially vulnerable to internal disruption by STG members and their influence over affiliates who, through their covert operations, violent nature, routinely victimize each other, uninvolved inmates and staff, in addition to creating heavy demands on personnel and fiscal resources.

Efficient and effective STG management within prisons requires a comprehensive management strategy that includes prevention, identification, interdiction, and rehabilitation. CDCR's current strategy, which was initially developed more than 25 years ago, is a crime prevention strategy through suppression. The Department recognized the need to evaluate the current strategy and has developed new approaches to addressing constantly evolving STG trends.

The continuing evolution of our existing intelligence network is essential in identifying and documenting STG activities/behaviors and tracking trends. A sound strategy supported by reliable intelligence will enhance the prison managers' ability to anticipate, prevent, respond to, and control STG problems proactively rather than relying on defensive or reactive means of suppression and intervention.

This policy includes a weighted intelligence based identification tool used to identify members, associates and suspects who are believed to present a clear threat to the safety of staff, inmates, and the security of the institutions. This, in association with documented STG behavior will provide prison managers the necessary information to make decisions regarding the appropriate housing and program needs for the inmate.

These policy changes are based on recommendations made by subject matter experts within the CDCR as well as consideration of strategies and best practices used by both CDCR and other correctional agencies. In addition, a 2007 study entitled, "Security Threat Group Identification and Management," conducted by the California State University, Sacramento, incorporating ideas generated by five national gang experts who served as consultants to CDCR was also utilized in the development of these policy changes. Documents and related STG information were collected from the Federal Bureau of Prisons and the following States – Arizona, New Mexico, Colorado, Texas, Connecticut, and New York. As CDCR moved to expand the concepts contained in the 2007 study, a follow-up literature review was conducted in 2011 by the California State University, Sacramento, to identify national studies that evaluated correctional programs, including management and treatment approaches for validated STG members.

These research studies and national reviews of best practices were considered by a combined group of correctional experts in developing this policy for managing STGs in California prisons.

PROGRAM STRUCTURE

The initial Security Threat Group Identification, Prevention, and Management Pilot Program will include approximately 5,000 inmates:

- 3,150 currently validated members and associates assigned to segregated housing
- Approximately 850 inmates who are reviewed for validation on an annual basis

The Pilot Program will monitor each validated STG affiliate to track their behavior within the general population and/or progress and behavior within the SDP. In addition, it will establish a classification committee which will provide additional review and oversight to the validation process.

PROGRAM COMPONENTS

This pilot program involves the following components:

- A. Standardized certification process for groups/gangs to be recognized as STG's within the CDCR.
- B. Evaluation of offenders for validation utilizing the weighted point system, including the requirements of three independent source items and a direct link, where required.
- C. Office of Correctional Safety (OCS) reviewing the validation package and making a recommendation for validation or rejection and the level of validation.

- D. The STG Unit Classification Committee reviewing the validation package and making the final decision regarding validation and the level of validation.
- E. The Institution Classification Committee (ICC) making the final decision on program and housing needs for validated affiliates.
- F. Placement into and progression through the SDP.
- G. Validated affiliates will be held individually accountable for STG related behavior or activity as outlined in the STG Disciplinary Matrix.
- H. Voluntary participation in the debriefing process.

PROCEDURES

This STG pilot program will feature a phased approach for implementing the changes associated with this project. The components of this policy are divided into sections and described in detail in the Instructional Memorandum.

- Section 100: **Staff Roles and Responsibilities.** Page 6.
- Section 200: **Certification Process.** Page 8.
This section will be implemented immediately upon distribution of this Instructional Memorandum.
- Section 300: **Prevention.** Page 12.
This section will be implemented immediately upon distribution of this Instructional Memorandum.
- Section 400: **Validation.** Page 12.
This section will be implemented in Phase II which is expected to begin December 2012/January 2013.
- Section 500: **Documentation of STG Involvement and Activity.** Page 21.
This section will be implemented in Phase II which is expected to begin December 2012/January 2013.
- Section 600: **STG Disciplinary Matrix for STG Related Behavior or Activity.** Page 21.
This section will be implemented in Phase II which is expected to begin December 2012/January 2013.
- Section 700: **STG Step Down Program.** Page 40.
This section will be implemented immediately upon distribution of this Instructional Memorandum; however, movement between Security Housing Units for placement into various steps is not anticipated to begin until Phase IV (approximately Spring/Summer 2013).
- Section 800: **Validated Inmate on Monitored Status.** Page 51.
This section will be implemented in Phase II which is expected to begin December 2012/January 2013.
- Section 900: **Debriefing.** Page 54.
This section will be implemented immediately upon distribution of this Instructional Memorandum.
- Section 1000: **Renunciation Process for Placement on Sensitive Needs Yards.**

Page 56.

This section will be implemented immediately upon distribution of this Instructional Memorandum.

Section 1100: **Changes to Department Operations Manual (DOM), Chapter 6 – Adult Classification.** Page 56.

Section 1200: **Revisions to California Code of Regulations, Title 15.** Page 59.

Section 100. Staff Roles and Responsibilities.

Secretary, California Department of Corrections and Rehabilitation:

The Secretary, CDCR will be responsible to approve/deny all formal requests for designation of a group or gang as a STG-I within the CDCR.

Director, Division of Adult Institutions (DAI):

The Director, DAI, in conjunction with the Director, Enterprise Information Services (EIS), and the Chief, OCS, shall ensure departmental compliance with this policy.

Director, Enterprise Information Services (EIS):

The Director, EIS, in coordination with the Chief, OCS, shall have management responsibility for the STG data base system.

Chief, Office of Correctional Safety:

- 1) The Chief, OCS, in coordination with the Director, DAI, shall ensure departmental compliance with this policy.
- 2) Supervise and coordinate the CDCR's STG intelligence, identification, validation, and suppression program and coordinate that program with other law enforcement agencies.
- 3) Management responsibility for Special Service Unit's (SSU) Gang Intelligence Operations section and its STG investigators. STG investigators shall be senior special agents, special agents, Correctional Lieutenants, and Correctional Sergeants assigned to the unit.
- 4) Select the SSU STG investigators.
- 5) Management responsibility for meeting the administrative needs of the California Gang Task Force (CGTF).
- 6) Develop and update policy; and management of the data for the STG data base.
- 7) Provide oversight of STG certification.
- 8) Serve as departmental repository for STG intelligence, identification, and certification. Provide oversight, review, and approval for STG validations.
- 9) Provide training and oversight to Investigative Service Unit (ISU) and STG investigative staff in the application of STG identification and behavior management.
- 10) In collaboration with DAI, responsible for providing training and certification of STG Committee Chairpersons.
- 11) Provide essential training to all department personnel in the implementation of this policy.
- 12) Make recommendations for approval/rejection of validation packages for STG Members and Associates.

Associate Director, High Security Mission:

Ensure compliance with this policy as it relates to SHU operations and programs relative to male inmates.

Associate Director, Female Offender Programs and Services, Special Housing and Contract Beds:

Ensure compliance with this policy as it relates to SHU operations and programs relative to female inmates.

Wardens:

- 1) Wardens shall have management responsibility for their respective STG Investigators.
- 2) Each Warden shall ensure a STG Unit Classification Committee is established to review validation packages received from OCS of STG members and associates.
- 3) Implement and manage local STG classification committee activities and follow-up action.
- 4) In collaboration with OCS, establish orientation, practices, and processes to prevent or deter STG membership and activities.
- 5) Each institution shall have a STG investigator. STG investigators shall be Correctional Lieutenants, who shall be designated locally.
- 6) Wardens shall ensure that STG related incidents, intelligence, and information is referred to the appropriate personnel for review and disposition.
- 7) Each Warden shall ensure a Classification Committee reviews inmates who are validated STG affiliates participating in the SDP every 180 days for those in steps 1 through 3 and every 90 days for those in step 4. Inmates in step 5 shall be reviewed on an annual basis.
- 8) In collaboration with OCS, provide training of STG Committee Chairpersons.

Security Threat Group Unit Classification Committee:

- 1) Review all STG validation packages for accuracy, compliance, and to ensure due process requirements have been met in accordance with this pilot program, DOM, and various California Code of Regulations (CCR) Sections.
- 2) Review any Drop-out STG affiliate's new disciplinary behavior for appropriate housing or program due to documented nexus to STG behavior noted in the Rule Violation Report or other items of intelligence.
- 3) Review information/intelligence received from outside law enforcement agencies or which occurred outside CDCR jurisdiction to ensure disciplinary processes or formal documentation were applied, when appropriate.
- 4) Refer validated STG cases to ICC for placement consideration in the Step Down Program.
- 5) Respond to STG validation related inmate appeals.

Classification Services Unit (CSU):

- 1) Evaluate issues related to SHU placement, Classification Staff Representative (CSR) reviews, housing restrictions, etc.
- 2) Ensure department compliance with regulations managing SHU terms and placement.
- 3) Provide feedback to DAI and OCS on issues relating to the application of this policy.
- 4) In collaboration with OCS, provide training of STG Committee Chairpersons.

Security Threat Group Investigator/Lieutenant (formerly known as IGI or ISU Lieutenant):

- 1) Responsible to identify, track and document STG Members, Associates, and Suspects in accordance with this policy. Identify STG trends and report STG intelligence to the prison management and OCS.
- 2) STG investigative staff representative shall attend the classification committee for STG members, associates, and suspects, as a subject matter expert.
- 3) STG Investigators are directly responsible through their chain of command to their respective Wardens and are functionally supervised by the Special Agent in Charge, OCS, and the Senior Special Agent, Gang Intelligence Operations, SSU.

- 4) In coordination with the Chief, OCS, shall join with task forces comprised of local, State, and federal law enforcement personnel to track, monitor and interdict, within the framework of law, the illicit and unlawful behavior of STGs.
- 5) Conducts complex STG investigations and documents STG behavior and intelligence in accordance with this policy.
- 6) Prepare STG validation packages.
- 7) Maintain the local STG data base system.
- 8) Ensure that Gang Intelligence Operations is promptly notified of all arrests or incidents involving STG affiliated inmates.
- 9) Collaborate with the Correctional Counselor II, assigned to the Step Down Program, and other staff to provide updates and clarifications of STG status related to STG affiliates.

Correctional Counselor II (Step Down Program)

- 1) Serve as expert classification resource for the Step Down Program including participation in STG Unit Classification Committees and Institutional Classification Committees.
- 2) Complete central file reviews and prepare cases for presentation to the Departmental Review Board.
- 3) Monitor offender participation in the Step Down Program.
- 4) Develop Step Down Program schedule and coordinate coverage for facilitators.
- 5) Act as a Master Trainer in the components of the Step Down Program

Special Agent-in-Charge (SAC), OCS:

- 1) Shall have functional supervision of the Senior Special Agent, Gang Intelligence Operations, and STG Investigators (as it relates to validations, debriefings, and STG investigations/intelligence).
- 2) Shall be apprised of all STG management matters affecting, or having a potential to affect, departmental policy or procedure.
- 3) Shall be responsible for the preparation of charts, assessments, statistical reports, and other material as required to provide an accurate portrayal of STG activity.
- 4) Shall disseminate information to departmental and other criminal justice agency managers and STG investigators on a need-to-know basis.

Senior Special Agent, Gang Intelligence Operations, SSU:

- 1) Shall report directly to the SAC, OCS.
- 2) Provides supervision of the SSU Gang Intelligence Operations section which includes the SSU STG Investigators (Special Agents), and the Correctional Lieutenants, Sergeants, and support staff of the Gang Intelligence Operations Debriefing Team.
- 3) Maintains a close working relationship with the Chief, OCS; Chief, Classification Services Unit; and Parole Administrator, regarding STG management matters.
- 4) Shall be responsible for coordinating requests for STG activity data, training, and investigative assistance received from departmental as well as other criminal justices agencies.

Section 200. Certification Process.

This section describes the standardized certification process for groups/gangs to be recognized as Security Threat Group's within CDCR.

Prison gangs, disruptive groups, and/or street gangs may be reviewed, categorized, and certified as STGs through the OCS. Initial certification shall be based upon the documented severity of the threat to the security of the institution and safety of staff and inmates.

Section 200.1. Security Threat Group Certification Criteria:

The criteria for designation as a Security Threat Group within CDCR may include, but is not limited to, the following:

- a) Information from other state departments of corrections, jail or prison facilities, Federal, State, County, or City law enforcement agencies, as to the potential disruptive nature of the group under consideration.
- b) Consideration with regard to whether the group meets the definition of a STG consistent with Attachment A of this Instructional Memorandum.
- c) History of STG behavior in the community.
- d) Evidence that the group presents a potential threat to the security of the institution and safety of staff and offenders.
- e) History of threatening behavior to staff or offender safety involving such activities as riots, group disturbances, possession or manufacture of weapons, assault/battery, trafficking of narcotics, extortion and/or coercion of other individuals or groups.
- f) Documentation of violent and/or illegal activities which may also include planning, organizing, threatening, financing, soliciting, or committing unlawful acts.
- g) Group evolution, structure, formalized procedures or bylaws, and/or membership characteristics.
- h) Information concerning group meetings and membership criteria.
- i) Chronology of events or other information evidencing a threat to institutional security or safety of staff and offenders through group activities, associations, and potential security alignments.
- j) Tattoo and graffiti documentation.
- k) Group association evidence, including offender and staff interviews.
- l) Available information concerning group philosophy and affiliations.

Section 200.2. Security Threat Group Designation Levels

Security Threat Group-I's will consist of groups, gangs, and/or historically based prison gangs that the CDCR has determined to be the most severe threat to the security of the institutions and communities based on a history and propensity for violence and/or influence over other groups. Based upon their individual threat, clandestine operations, and/or influence over other STG affiliates, inmates who are validated as STG-I members will be placed in the SDP and housed in a SHU based solely upon their validation. Validated STG-I associates will normally remain housed in general population unless confirmed STG behavior or activities, as described in Section 600 of this Instructional Memorandum, are present. If these behaviors or activities are present, the STG-I associate will be considered for placement into the SDP.

Security Threat Group-II's will consist of other groups or gangs such as street gangs or disruptive groups comprised of members and associates who may be determined to be in a subservient role to the more dominant STG-I type groups. Validated STG-II members or associates will remain housed in general population unless two or more confirmed STG behavior or activities, as described in Section 600 of this Instructional Memorandum, are present. If these behaviors or activities are present, the STG-II member or associate will be considered for placement into the SDP. As in existing practice, groups identified as STG-II will not be required to be certified.

Section 200.3. Requests for Certification of a Group

Certification of a group at the STG-I level shall be accomplished as follows:

- (a) Institution Staff or Division Staff shall:

- 1) Prepare a Security Threat Group Certification Worksheet (Attachment C) requesting that a STG Threat Assessment be initiated of the identified group.
 - 2) The worksheet may include, but not be limited to:
 - A. A history of incidents, behavior, and actions of the group
 - B. The number of involved offenders at the institution
 - C. Housing of these offenders – General Population (GP), Sensitive Needs Yard (SNY), Administrative Segregation Unit (ASU)
 - D. Description of History and Philosophies (if known)
 - E. Description of the Ranking Structure
 - F. Description of Recruitment Methods or Strategies
 - G. Description of identifying signs and symbols
 - H. Roster of Members/Associates/Suspects
 - 3) The worksheet shall be signed by the Warden and routed through the Associate Director, DAI, and the Director, DAI, prior to submission to OCS.
 - 4) Attachments to the worksheet shall include copies of all information obtained by the STG Investigator including Crime Incident Reports (including attachments), Program Status Reports, and institutional threat assessments associated with this group.
- (b) Office of Correctional Safety:
- 1) The Chief, OCS, or his/her designee shall assign a Senior Special Agent or Special Agent to complete an official STG threat assessment investigation and position paper.
 - 2) The Senior Special Agent or Special Agent may request all STG Investigators to provide information regarding the identified group including:
 - A. Confidential Reports/Non-Confidential Reports
 - B. Information relative to problems associated with the identified group
 - C. Identification (name/CDCR #), status (validated/not validated), and total numbers associated with the group
 - 3) The assigned agent may contact institutions for assistance with interviews of these offenders
 - 4) The assigned agent may travel to the requesting institution and interview offenders, as deemed necessary
 - 5) The assigned agent may develop/research and document in a threat assessment investigation position paper:
 - A. The history of the identified group
 - B. The ranking structure
 - C. The influential members
 - D. The Oath (if applicable)
 - E. The recruitment process
 - F. Common identifying signs and symbols
 - G. Codes used by the identified group
 - H. A roster of members/associates
 - I. The propensity for violence
 - J. List of those interviewed including status and location
 - K. Significant interview information
 - L. Summary of information received from the STG Investigators

M. Conclusions and Recommendations

- 6) The Chief, OCS, shall review the STG threat assessment investigation and position paper to determine whether the group should be recommended to the Secretary, CDCR, for certification as STG-I under any of the following conditions:
 - A. Serious STG activity within the CDCR or in any other correctional system operated at the City, State, or Federal level or contract facility.
 - B. Propensity for violence and/or crimes involving possession of weapons or weapon-making material, or other contraband related to violent acts or drug sales.
 - C. Evidence of inciting or conspiring to incite mass or ongoing disturbances.
 - D. Committing or threatening violent acts at the direction of and for the benefit of the gang.
 - E. Absent a documented history of violence, the group possesses the unique resources, training, skills, documents stating intent, or other evidence that presents a clear potential to threaten the safe and secure operation of the Department, its institutions and public safety.
 - F. Any evidence of current or developing leadership structure.
- 7) Once approved by the Chief, OCS, a STG threat assessment memorandum will be prepared. A copy of the threat assessment memorandum shall be shared with the Director, DAI prior to routing. The original threat assessment memorandum shall be routed to the Secretary, CDCR, for review and approval/disapproval.
- 8) The Secretary, CDCR, or designee will notify, in writing, the Chief, OCS, that a group has been certified as a STG-I. The Chief, OCS, will then notify, in writing, all DAI Wardens and STG Investigators that a group has been certified as a STG-I and that a Security Threat Group Administrative Directive (Attachment D) has been issued. The STG Administrative Directive will be transmitted as an Administrative Bulletin under the guidelines of the DOM, Article 6 Policy Directives.
 - A. If the request is not supported by the Secretary, CDCR, OCS shall prepare a memorandum to the requesting institution/division notifying them of the decision of the Secretary.

Section 200.4. Request for Recognition of a Group as a STG-II:

- (a) Institution Staff or Division Staff shall:
 - 1) Prepare a memorandum to the Chief, OCS requesting that a group be recognized as a STG-II.
 - 2) The memorandum may include, but not be limited to:
 - A. A history of incidents, behavior, and actions of the group
 - B. The number of involved offenders at the institution
 - C. Housing of these offenders – GP, SNY, ASU
 - D. Description of identifying signs and symbols
 - 3) The memorandum shall be signed by the Warden and routed through the Associate Director, DAI, and the Director, DAI, prior to submission to OCS.
- (b) Office of Correctional Safety:
 - 1) The Chief, OCS, shall assign a Senior Special Agent or Special Agent to review the request received from the institution.
 - 2) The assigned agent may research the information received from the institution including:
 - A. The ranking structure
 - B. The influential members
 - C. The Oath (if applicable)
 - D. Common identifying signs and symbols

- E. Codes used by the identified group
 - F. A roster of members/associates
 - G. The propensity for violence
- 3) The Chief, OCS, shall review all information and determine whether the group should be recognized by the CDCR as a STG-II.
 - 4) Once approved by the Chief, OCS, a STG-II Recognition memorandum will be prepared by the assigned agent and distributed to all DAI Wardens and STG Investigators.
 - 5) The group will be added to the STG database.
 - 6) If the request is not supported by the Chief, OCS, the assigned agent shall prepare a memorandum to the requesting institution/division notifying them of the decision.

Section 300. Prevention.

(a) Advisement of Expectations:

Every inmate will be served a CDCR Form 2260, Advisement of Expectations (Attachment E), during their initial prison orientation. The advisement will outline the CDCR's STG policy, to include consequences of STG involvement, as well as support for those desiring to abandon the STG lifestyle. The advisement shall be provided to each inmate upon arrival at a Reception Center and the inmate will be required to sign noting receipt of the document.

(b) STG Diversion Video:

A comprehensive STG diversion video will be made available for viewing during the inmate orientation process and periodically thereafter. Additionally, associated literature will be available to inmates as a prevention/diversion effort. Department/Institution managers shall be responsible to ensure the video and literature is made available to the existing inmate population. CDCR will incorporate innovative programming, which may include but not be limited to, violence prevention, anger management, self help, and diversion programs to provide inmates with alternatives to participating in STG behavior.

(c) STG Intervention and Diversion Programs:

STG diversion programs are an important component of a STG management strategy. CDCR will incorporate innovative programming, which may include but not be limited to, violence prevention, anger management, self help, and diversion programs to assist inmates in assimilating into a non-segregated housing setting.

Section 400. Validation.

Validation is done to ensure that STG affiliate identifications are in compliance with departmental regulations. The validation process is a strategy for identifying and documenting STG members, associates, or suspects, which are defined as follows:

Member: Any offender who, based on documented evidence, has been accepted into membership by a STG. STG members will be identified by the STG Investigator through the validation process and reviewed by OCS. This identification requires at least three independent source items with a combined value of 10 points or greater coupled with information/activity indicative of being a member. Validation of an offender as a member of a STG-I shall also require that at least one source item be a direct link to a current or former validated member or associate of the STG, or to an offender or any person who is validated by the Department within six months of the established or estimated date of activity identified in the evidence considered.

Associate: Any offender who, based on documented evidence, is involved periodically or regularly with the members or associates of a STG. STG associates will be identified by the STG Investigator through the validation process and reviewed by OCS. This identification requires at least three independent source items with a combined value of 10 points or greater coupled with information/activity indicative of an associate. Validation of an offender as an associate of a STG-I shall also require that at least one source item be a direct link to a current or former validated member or associate of the STG, or to an offender or any person who is validated by the Department within six months of the established or estimated date of activity identified in the evidence considered.

Suspect: Any offender who, based on documented evidence, is suspected of being involved in or assisting a STG in the commission of STG behaviors in violation of CDCR policy. The suspect is tracked by STG Investigative staff pending validation. Suspects have attained two or more points and would not be officially validated but tracked for intelligence purposes.

The validation process delineates the formal objective criteria utilized by an STG Investigator to determine an individual's affiliation with a certified or recognized STG. Each determining factor is weighted in regards to the information establishing a nexus to the STG.

Section 400.1. Validation Source Criteria:

Validation Source Criteria is documented on the STG Pilot Form CDCR 128-B3 STG, Security Threat Group Identification Score Sheet (Attachment F). This document is completed by the STG Investigator.

Multiple sources providing information about a single incident or behavior shall constitute a single source item. One may support the other but will only count as one item toward validation with the others listed as support documents. Source documents must be contained in the central file of the offender being validated. Source documents may contain multiple source items; however, each piece of evidence must qualify as outlined in this Instructional Memorandum.

Symbols (Two Points): Hand signs, distinctive clothing, graffiti, etc., which have been identified by investigators as being used by and distinctive to specific STGs. Staff shall describe the symbol and articulate why they have concluded the symbol is used by and distinctive to a specific STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Association (Three Points): Information related to the offender's association with validated STG affiliates. The association shall be more than a chance encounter or an innocuous association, but rather, an occurrence, pattern or history of encounters that involve STG behavior and/or conducting STG related business. Direct contact with a validated STG affiliate is not necessary to show this association. Staff shall articulate the basis for determining the content or conduct is credible evidence of association with the STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Informants (Three Points): Documentation of information evidencing STG affiliation from an informant shall indicate the date of the information, whether the information is confidential or non-confidential, and an evaluation of the informant's reliability. Confidential material shall also meet the requirements established in CCR, Title 15, Division 3, Section 3321. Staff shall articulate how the information specifically relates to the offender's involvement with the STG. The information may be used as a source of validation if the informant provides specific

knowledge of how he/she knew the offender to be involved with the STG. Multiple confidential sources providing information regarding a single STG related incident or behavior shall constitute one source item. Exclusive reliance on hearsay information provided by informants will not be used for validation purposes or placement in the step down program. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Debriefing Reports (Three Points): Only information referencing specific STG related acts or conduct shall be considered as a source item, when utilizing information from another offender's debriefing. Confidential material obtained from a debriefing report shall also meet the requirements established in CCR, Title 15, Division 3, Section 3321. Multiple sources of information relative to a single STG related act or conduct shall be considered a single source of validation. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Written Materials (Offender identified in written material not in his possession-Two Points; Personal Possession-Four Points): Any material or documents evidencing STG activity such as the membership or enemy lists, constitutions, organizational structures, codes, training material, etc., of specific STGs or addresses, names, identities of validated STG affiliates. Although the item by itself may not evidence STG activity, when considered with other STG activity/behavior, it gives credence to a STG nexus. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Photographs (Four Points): Individual or group photographs with STG connotations such as those which include insignia, symbols, or other validated STG affiliates. The date or age of a photograph shall be reasonably ascertained prior to any photo being relied upon for inclusion as a source item. No photograph shall be considered for validation purposes that are estimated to be older than four years. Any photograph being utilized as a source item that depicts STG members shall require that at least one of the individuals be previously validated by the Department, or validated by the Department within six months of the photograph's established or estimated date or origin. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Staff Information (Four Points): Documentation of staff's visual or audible observations which reasonably indicate STG activity as described in Section 3314(a)(3)(L) and (M), Administrative Rules Violations, STG Contraband and Behavior; or Section 3315(a)(3)(Y) and (Z), Serious Rules Violations, STG Activity or Behavior, as described in Section 1200 of this Instructional Memorandum. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Other Agencies (Four Points): Information evidencing STG affiliation provided by other agencies including, but not limited to, police reports, crime reports, or arrest reports evidencing STG conduct, which have not been submitted, considered, and incorporated within received court documents. Any information from another agency shall be documented by the staff person who receives such information, citing the source and validity of the information. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Visitors (Four Points): Visits from persons or entities that are documented as willfully promoting, furthering or assisting STG affiliates in activities associated with the STG. Staff shall articulate the basis for concluding the relationship between the visitor(s) and offender is STG

related in nature or that the visitor(s) and offender engaged in conduct related to the STG. Staff shall articulate the basis for identifying the visitor(s) as associated with the STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Communications (Four Points): Documentation of telephone conversations, conversations between offenders, mail, notes, greeting cards, or other communication, including coded messages evidencing STG activity. Staff shall articulate why, based on either the explicit or coded content, the communication is reliable evidence of association or membership with the STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Self Admission (Five Points): Staff shall document information about an offender's verbal, written, or otherwise implied admission and specific involvement with the STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Offenses (Six Points): When circumstances of an offense conclude that the offense was committed for the benefit of, at the direction of, or in association with any STG; such as where the offense is between rival STGs, the victim is verified as a STG affiliate, or the offender's crime partner is a verified STG affiliate. Staff shall articulate the basis for determining an offense to be STG related. Multiple sources of information relative to a single incident or offense will be considered one source of validation. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Tattoos and/or Body Markings (Six Points): Tattoos and/or body markings identified by investigators as being used by and distinctive to a specific STG. Staff shall describe the tattoo and/or body marking and articulate why they concluded the tattoo and/or body marking is used by and distinctive to a specific STG. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Legal Documents (Seven Points): Court transcripts, Probation Officer's reports, or other legal documents evidencing STG conduct. Staff shall document and disclose this information to the offender in a written form that would not jeopardize the safety of any person or the security of the institution.

Section 400.2. Validation Procedure

The validation process is a critical component of curtailing STG behavior. Once an offender has been identified as a STG affiliate and vetted through the validation process, CDCR staff shall track their movement, monitor their conduct, and take interdiction action, as necessary.

The validation procedure shall be completed as follows:

(a) Institution or STG Investigative Staff:

- 1) Institution or STG Investigative Staff will collect evidence of STG behavior or intelligence documenting that a subject may be involved in STG activities.
- 2) STG Investigative staff initiate the validation process by reviewing all evidence and intelligence that has been gathered to determine that there is adequate, credible evidence to warrant further action. If so, the following steps will be completed. If not, the subject will continue to be tracked.

- 3) The STG Lieutenant or designee shall assign a staff member to conduct the investigation.
- 4) The assigned staff shall thoroughly review the evidence collected for corroboration and accuracy, review the central file including but not limited to CDC 115, Rules Violation Report, CDC Form 837, Crime Incident Reports, CDC Form 128-B, General or Confidential Chronos, conduct a search of the inmates cell/bed area, review visiting records, review housing records, interview witnesses, interview the subject, photograph the subject, contact outside agencies (as appropriate), and any other steps deemed necessary to ensure a complete and thorough investigation is completed.
- 5) The assigned staff shall prepare the validation package which shall consist of:
 - A. Form Q, Gang Validation Worksheet-considered investigative materials/not for distribution
 - B. Form Q-1, Body Markings Diagram-considered investigative materials/not for distribution
 - C. Form Q-2, Body Markings Photographs-considered investigative materials/not for distribution
 - D. CDCR Form 128-B STG2 Evidence Disclosure and Interview Notification (Attachment G)
 - E. CDCR Form 128-B STG3, Security Threat Group Validation Chrono (Attachment H)
 - F. The STG Investigator shall document in narrative fashion, the inmate's STG affiliation, category of involvement, and specify each original, independent source item of information contained in the central file, which was relied upon to support the conclusion. Each source item shall be specifically listed, including the investigator's explanation of the basis for the source items meeting the criteria set forth in this Instructional Memorandum.
 - G. CDCR Form 1030STG, Confidential Information Disclosure Form (Attachment I) disclosing each confidential source item in enough detail that the inmate can rebut the information.
 - H. CDCR Form CDCR 128-B3 STG Security Threat Group Identification Score Sheet
 - I. Photocopy of each non-confidential source items
- 6) The assigned staff shall serve a copy of the validation package to the subject. The notice will inform the subject that they will have a minimum of 72 hours to prepare a written response/rebuttal to the information contained in the validation package.
- 7) The assigned staff shall interview the subject to review the written response/rebuttal and provide the subject with a meaningful opportunity to be heard upon the conclusion of the preparation period, unless the time requirements are waived by the inmate, in writing.
- 8) The subject's mental health status and/or need for staff assistance shall be evaluated prior to the interview. The duties and functions of a staff member assigned to assist an inmate in the source items interview will be the same as set forth in CCR, Title 15, Section 3318. The reason for the decision will be included in the written document.
- 9) The interview shall be documented and include a record of the subject's position on each of the source items used in the validation. The assigned staff shall record this information, via CDCR Form 128-B STG3, STG Validation Chrono, and provide a copy to the subject within 14 calendar days and prior to submission of the validation package to the OCS.
- 10) The validation package, along with the subject's written rebuttal and staff's CDCR Form 128-B STG3, STG Validation Chrono, outlining the subject's interview, shall be forwarded to the Senior Special Agent, SSU, or designee to request review of the validation package.

(b) Office of Correctional Safety:

SSU shall generally perform a quality control review of the formal validation package, upon receipt of all required documents from the institution or region. This review shall be completed by OCS staff at a classification level no lower than Special Agent and will ensure that STG affiliate identifications are in compliance with source information requirements contained within this Instructional Memorandum.

- 1) A Special Agent shall be assigned to complete the review of the validation package.
- 2) The assigned agent shall ensure the input of information from the validation package into the STG tracking system.
- 3) The assigned agent shall thoroughly review the validation package.
- 4) The assigned agent shall recommend validation or rejection and complete the following:
 - A. The assigned agent shall prepare a CDCR Form 128-B2, Security Threat Group Validation/Rejection Review (Attachment J), noting the source items that were accepted and those that were rejected.
 - B. The agent shall note under the "Action of Reviewer" section the recommended STG designation.
 - C. The assigned agent shall update status of the subject in the tracking system, noting the recommendation that has been made to the institution.
 - D. The assigned agent shall send the original CDCR Form 128-B2 to the STG Investigator at the originating institution or region.

(c) STG Investigator:

- 1) The original CDCR Form 128-B2 shall be received by the originating STG investigator.
- 2) The STG Investigator or designee shall review the CDCR Form 128-B2 noting the evaluation and recommendations of OCS.
- 3) If incorrect information is contained on the CDCR Form 128-B2, the document must be returned to OCS for correction. Institution staff shall not make corrections, changes, or amendments to the CDCR Form 128-B2.
- 4) The STG Lieutenant or designee shall instruct staff to issue a copy of the CDCR Form 128-B2 to the identified subject, provide a copy to the captain of the facility where the inmate is assigned, and forward the original CDCR Form 128-B2 to the Classification and Parole Representative (C&PR) for placement into the central file.
- 5) The STG Investigator or appropriate lieutenant shall, as necessary, prepare a CDC Form 114-D, Administrative Segregation Unit Placement Notice. STG-I associates or any STG-II affiliate shall normally not be placed in the Administrative Segregation Unit (ASU). Consideration for placement into ASU will be based upon demonstrated STG behavior or activity by the inmate which warrants consideration of placement into the Step Down Program in a Security Housing Unit or meets placement criteria as outlined in CCR Section 3335(a).
- 6) The STG Investigator or appropriate lieutenant shall assign staff to serve the CDC Form 114-D to the subject and facilitate his/her placement into ASU, as appropriate.

(d) Classification and Parole Representative:

- 1) The original CDCR Form 128-B2 shall be received by the C&PR of the originating institution for inclusion into the subject's central file.
- 2) The C&PR or designee shall be responsible for ensuring that each central file document identified and submitted as a source item for STG validation is clearly and permanently stamped according to its acceptance or rejection on the CDCR Form 128-B2. If the CDCR Form 128-B2 identifies that the document was accepted as a source item for validation, then the C&PR or designee shall stamp the document with the statement: "This document meets the validation requirements established in CCR 3378.2." If the CDCR Form 128-B2 identifies that the document was rejected as a source item for

validation, then the C&PR or designee shall stamp the document with the statement:
"This document does not meet the validation requirements established in CCR 3378.2."

(e) Captain:

- 1) Ensure the assigned caseworker schedules the inmate's appearance before the STG Unit Classification Committee within 30 days of the institution's receipt of the finalized CDCR Form 128-B2.
- 2) Ensure an Investigative Employee is assigned, as appropriate.

(f) Correctional Counselor I:

- 1) Prepare and serve the CDCR Form 128-B1 STG, Security Threat Group Unit Classification Committee – Notice of Hearing (Attachment K) to the inmate at least 72 hours prior to the STG Unit Classification Committee.
- 2) Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the STG Unit Classification Committee.

(g) Security Threat Group Unit Classification Committee is a unit classification committee responsible to review STG validation packages, after submission by the local STG Investigator and evaluation by OCS. The STG Committee will establish validation status (validated or rejected) and assign the level of the validation (e.g., member, associate).

- 1) The STG Unit Classification Committee shall be convened within 30 days of the institution's receipt of a completed CDCR Form 128-B2, Security Threat Group Validation/Rejection Review.
- 2) The validation package is reviewed noting the recommendation of OCS.
- 3) The committee shall determine if the package is complete, if the evidence is appropriate, and if they concur with the recommendation of OCS.
- 4) The STG committee shall review the Investigative Employee's Report.
- 5) The STG committee shall seek input from the inmate.
- 6) If the committee has a difference of opinion with the recommendation of OCS, the committee chairperson shall suspend the hearing and ask that it be rescheduled.
 - A. The committee chairperson shall contact the SSU Senior Special Agent to discuss and resolve the issue/concern.
 - B. If the issue/concern can not be resolved with the SSU Senior Special Agent, the Committee shall elevate the issue/concern to the Warden and Special Agent in Charge, OCS, for further discussion and a final decision.
 - C. If the original recommendation of OCS requires a change based on the above referenced discussion, a new CDCR Form 128-B2 shall be completed by OCS and issued to the inmate.
 - D. The resulting CDC Form 128-G1 shall articulate the issue requiring case conference and the decided resolution.
- 7) The committee shall re-convene, as necessary, and determine the appropriate level of STG affiliation, based on the totality of the information, as follows:
 - A. STG-I Member
 - B. STG-I Associate
 - C. STG-II Member
 - D. STG-II Associate
- 8) The committee shall make one of the following referrals or determinations:
 - A. An inmate validated as a STG-I member shall be referred to ICC for transfer and placement recommendation into the SDP.

- B. An inmate who is housed in ASU, validated as an STG-I Associate, and has one STG-related Rules Violation Report (RVR) as listed in the STG Disciplinary Matrix (refer to Instructional Memorandum Procedures Section 600.1) and which is also identified in CCR Section 3341.5(c)(9) SHU Term Assessment Chart that is being used as a validation source item, shall be referred to ICC for transfer consideration to the SDP.
 - C. An inmate who is housed in ASU, validated as an STG-II Member or Associate, and has two STG-related RVRs as listed in the STG Disciplinary Matrix and which are also identified in CCR Section 3341.5(c)(9) SHU Term Assessment Chart, shall be referred to ICC for program review and consideration of placement in the SDP.
 - D. An inmate who is housed in ASU pending validation, whose validation is rejected, and who does not have documented STG behavior or whose behavior is determined to be non-STG related, shall be scheduled for ICC for release to appropriate general population housing.
 - E. An inmate who is housed in general population, validated as a STG-I Associate or any STG-II affiliate and who does not have documented STG behavior, may not require referral to ICC and may be retained in appropriate general population housing.
 - F. An inmate who is housed in general population, whose validation is rejected, and who does not have documented STG behavior, shall not require referral to ICC.
- 9) The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - 10) The committee chairperson shall document the STG Unit Classification Committee review date and the STG designation that is being assigned in the area provided on the CDCR Form 128-B2.
 - 11) The Committee Recorder shall prepare the CDCR Form 128-G1, Security Threat Group Unit Classification Committee - Results of Hearing (Validation) (Attachment L).
 - 12) The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G1, upon approval/signature by the Chairperson and the finalized CDCR Form 128-B2.
 - 13) The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
- (h) Institution Classification Committee:
- 1) The committee shall review the CDCR Form 128-B2 STG, Security Threat Group Validation/Rejection Review and the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Validation).
 - 2) The committee shall assess a determinate SHU term for any inmate found guilty in a disciplinary hearing of an offense listed in CCR, Section 3341.5(c)(9), with one of the following dispositions:
 - A. The ICC has discretion to assess and suspend any determinate SHU term to facilitate the inmate's placement in the SDP, as may be appropriate.
 - B. When the ICC elects to assess and impose a determinate SHU term, the inmate, whenever possible, shall not be housed within the SDP portion of the SHU.
 - C. Updated segregation reasoning must be provided in a new CDC Form 114-D, when the reasons for segregation changes.
 - 3) The committee will review the inmate's housing needs, as follows:
 - A. STG-I Member:
 - i. Requires placement in the Step Down Program at a SHU.
 - B. STG-I Associate:
 - i. If the validation source items include a documented STG behavior or activity as listed in the STG Disciplinary Matrix and which is also identified in CCR Section

- 3341.5(c)(9) SHU Term Assessment Chart – requires referral for transfer to the SDP and endorsement by the CSR.
- ii. If the validation source items do not meet the designated behavioral criteria for SDP placement - Release to general population unless the placement score or case factors have changed and the inmate requires further housing consideration.
- C. STG-II Member or Associate:
- i. If the validation source items include two occurrences of documented STG behavior or activity as listed in the STG Disciplinary Matrix which is also identified in CCR Section 3341.5 SHU Term Assessment Chart – requires referral for transfer to the SDP and endorsement by the CSR.
 - ii. If the validation source items do not meet the designated behavioral criteria for SDP placement - Release to general population unless the placement score or case factors have changed and the inmate requires further housing consideration.
- 4) The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
 - 5) If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement. The CSR shall ensure segregation notice is appropriate and all source documents supporting the validation are stamped and present in the file.

Inmates who arrive to CDCR with a new commitment and who were previously validated by CDCR while a private citizen shall be referred to the STG Unit Classification Committee. The committee shall affirm or reject the validation, as described in Section 400.2. The inmate shall be referred to ICC for determination of housing based upon the STG designation level assigned, as described in Section 400.2.

Section 400.3. Appeal of Validation

An inmate or parolee must submit his/her validation appeal within 30 calendar days of the STG Unit Classification Committee's final decision. The validation will be considered final upon the STG Unit Classification Committee assigning the validation status and finalizing the CDCR Form 128-B2. Upon the inmate's receipt of the finalized CDCR Form 128-B2, he/she will have 30 calendar days to submit his/her appeal.

Section 500. Documentation STG Involvement and Activity.

The CDCR has a zero tolerance for any STG behavior or activity within its institutions. The STG policy recognizes that STG groups and group-like activity pose a significant risk to the safety of others and the secure orderly operation of its institutions. Every staff member who observes or witnesses STG behavior or activities has the responsibility to document their observations utilizing the identified forms.

- 1) CDC Form 837, Crime Incident Report which shall be processed in accordance with CCR, Section 3268. A copy of the document shall be routed to the STG Investigator.

- 2) CDCR Form 115, Rules Violation Report or CDCR Form 128-A, Custodial Counseling Chrono – which shall be processed in accordance with CCR, Article 5, Inmate Discipline. A copy of the document shall be routed to the STG Investigator.
- 3) CDCR Form 128-B, General Chrono – which shall be placed in the inmate's central file with copies being routed to the STG Investigator.
- 4) Confidential Memorandum or CDCR Form 128-B Confidential Chrono – which shall be reviewed per CCR 3321(c)(2) for placement into the confidential section of the central file. The original memorandum shall be placed into the central file with a copy being routed to the STG Investigator.

Current STG related behavior or activity is defined as behavior or activity with an identified nexus to the STG that occurred within four years of the current review.

Section 600. STG Disciplinary Matrix for STG Related Behavior or Activity.

The STG policy incorporates a behavior based disciplinary component as a foundation to its pre-existing intelligence based system. The STG validation system also incorporates a layered approach of procedural safeguards to affirm appropriate due process in the validation and housing placement of STG affiliates.

Inmates who have been validated as a STG affiliate shall not participate in further STG activity or behavior. The consequences of further confirmed STG behavior are outlined in the STG Disciplinary Matrix. STG behaviors or activities included in the STG Disciplinary Matrix are separated into Administrative Rule Violations and Serious Rule Violations, as identified in Section 1200 of this Instructional Memorandum.

The STG Disciplinary Matrix addresses four categories of impacted affiliates:

- 1) Validated STG I Associates Initial Placement into the SDP from general population.
- 2) Validated STG II Members or Associates Initial Placement into the SDP from general population.
- 3) Validated STG affiliates assigned in the SDP, demonstrating continued STG behavior or activities.
- 4) Validated STG affiliates on Monitored Status, Inactive Status, Inactive-Monitored Status, or Drop-out Status.

Section 600.1. STG Disciplinary Matrix

The following behaviors and activities qualify as STG behavior, when a nexus has been established between the behavior and an identified STG. The nexus shall be clearly articulated in the specific act, as well as clearly described within the narrative of the associated RVR and Findings of the Senior Hearing Officer/Hearing Officer (SHO/HO).

STG DISCIPLINARY MATRIX		
Behavior/Activity With Nexus to STG	Administrative or Serious	SDP Placement Options
<ul style="list-style-type: none"> ❖ Murder, attempted murder, solicitation of murder, or voluntary manslaughter of a non-inmate or inmate; ❖ Assault or Battery capable of causing serious injury; Assault or battery with a deadly weapon or caustic substance 	Serious	5, 6

<ul style="list-style-type: none"> capable of causing serious injury, solicitation for offense; ❖ Taking a hostage; ❖ Possession of a firearm, explosive device, or weapon which has been manufactured or modified so as to have the obvious intent or capability of inflicting traumatic injury, and which is under the immediate or identifiable control of the inmate; ❖ Escape or attempted escape with force or violence ❖ Rape, sodomy, or oral copulation against the victim's will. 		
<ul style="list-style-type: none"> ❖ Introduction, Trafficking, or Distribution of any Controlled Substance (as defined in Section 3000); ❖ Arson involving damage to a structure or causing serious bodily injury. ❖ Possession of flammable, explosive, or combustible material with intent to burn any structure or property; ❖ Extortion or Threat by Means of Force or Violence, including requiring payment for protection/insurance or intimidating any person on behalf of the STG; ❖ Threatening to kill or cause serious bodily injury to a public official, their immediate family, their staff, or their staffs' immediate family; ❖ Any other felony involving violence or injury to a victim and not specifically identified on this chart. 	Serious	4, 5, 6
<ul style="list-style-type: none"> ❖ Battery on a Peace Officer or non-inmate not involving use of a weapon; ❖ Assault on a Peace Officer or non-inmate by any means likely or not likely to cause great bodily injury; ❖ Assault or battery on a prisoner with no serious injury; ❖ Harassment of another person, group or entity either directly or indirectly through the use of the mail, telephone, or other means; ❖ Destruction of state property valued in excess of \$400 dollars during a riot or disturbance; ❖ Theft, embezzlement, arson, destruction, or damage to another's personal property, state funds, or state property valued in excess of \$400; ❖ Any felony not involving violence or the use of a weapon not listed in this schedule with a direct nexus to STG Behavior. 	Serious	3, 4, 5, 6
<ul style="list-style-type: none"> ❖ Bribery of a non-inmate; ❖ Leading/Inciting a disturbance, riot, or strike; ❖ Active participation in, or attempting to cause conditions likely to threaten institution security; ❖ Willfully resisting, delaying, or obstructing any peace officer in the performance of duties that severely impacts or disrupts facility operations; ❖ Possession of Cell Phone or Components; ❖ Acting in a Leadership Role displaying behavior to organize and control other inmates; 	Serious	2, 3, 4, 5
<ul style="list-style-type: none"> ❖ Gambling; ❖ Destruction or defacing state property valued at less than \$400, with symbols or slogans intended to promote 	Serious	2, 3, 5

affiliation with a STG.		
<ul style="list-style-type: none"> ❖ STG Related Tattoos and/or Body Markings (new since arrival in CDCR); ❖ Recording/documentation of telephone conversations evidencing active STG behavior; ❖ Communication between inmates regarding STG behavior or activities; ❖ Directing Active Participation for STG Roll Call; ❖ Directing Cadence for STG Group Exercise; ❖ Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, or other items with the intent to intimidate, promote membership, or depict affiliation in a STG; ❖ In Possession of Self-Created or Original Artwork clearly depicting recognized STG Symbols; ❖ In Personal Possession of STG related Written Material including Membership or Enemy List, Constitution, Organizational Structures, Codes, Training Material, etc.; ❖ In Personal Possession of mail, notes, greeting cards or other communication including coded messages evidencing active STG behavior; 	Serious	1, 2, 3, 5
Except as otherwise specified in this section, proven attempts to commit or conspire to commit any of the above listed offenses.	Serious	As noted in this chart.
<ul style="list-style-type: none"> ❖ Active Participation in STG Roll Call; ❖ Participating in STG Group Exercise; ❖ Using hand signs, gestures, handshakes, slogans, distinctive clothing, graffiti which specifically relate to an STG; ❖ In Possession of Artwork (other than self created and not original) clearly depicting recognized STG symbols; ❖ In Possession of Photographs that depict STG Association. Must include STG connotations such as insignia, symbols, or other validated STG affiliates. ❖ Violation of STG Contract (except associated with urinalysis testing or behavior not otherwise designated within this matrix). 	Administrative	1, 2, 5

Section 600.2. Validated Affiliates Housed in the General Population

(a) Validated STG-I Associate

Initial Placement into the Step Down Program shall be based upon a validated STG-I associate being found guilty of STG related behavior, as identified in the STG Disciplinary Matrix, and subsequent to the initial validation, as follows:

- Two Administrative Rules Violation Reports within any 12-month period; or
- One Serious Rules Violation Report

If there is a finding of guilt for STG related behavior in an RVR, the SHO/HO shall review the inmate's Central File to affirm validation and review the related disciplinary history. Inmates confirmed as STG-I associates and meeting RVR behavioral criteria should be processed for placement into ASU, based upon their threat to others, pending ICC review for placement consideration into the Step Down Program. The SHO/HO shall ensure a signed preliminary copy of the completed CDCR Form 115 is routed to the STG Lieutenant.

1) Institution Classification Committee

- A. The committee shall review the RVR and determine if it meets the criteria for placement in the SDP.
 - i. If the behavioral criteria and/or nexus to STG behavior are not clearly identified, the committee shall consider further Chief Disciplinary Officer (CDO) review and/or appropriate general population housing options.
- B. The committee shall discuss the inmate's behavior and encourage participation of the inmate.
- C. Inmates who are found guilty of a serious rule violation which requires a determinate SHU term, shall be assessed a determinate SHU term in accordance with CCR Section 3341.5(c)(9).
- D. ICC may:
 - i. assess and impose the SHU term and refer the inmate to the CSR for appropriate SHU transfer endorsement;
 - ii. assess and suspend the SHU term and place the inmate in the SDP, in conjunction with referral to the CSR for transfer endorsement;
 - iii. upon completion of the determinate SHU term, impose an indeterminate SHU term and referral to the CSR for transfer endorsement.
- E. The committee shall determine the inmate's current and future housing needs in accordance with the SDP Placement Option Chart.
- F. The committee chairperson shall verbally inform the inmate of the decision of the committee.
- G. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
- H. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson.
- I. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
- J. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

(b) Validated STG-II Member or Associate

Initial placement into the Step Down Program shall be based upon a validated STG-II member or associate being found guilty of:

- Two STG-related RVRs as listed in the STG Disciplinary Matrix which are also identified in CCR Section 3341.5(c)(9) SHU Term Assessment Chart.

If there is a finding of guilt for STG related behavior in two RVRs, the SHO/HO shall review the inmate's Central File to affirm validation and review the related disciplinary history. Inmates validated as STG-II members or associates and meeting RVR behavioral criteria should be processed for placement into ASU, based upon their threat to others, pending

ICC review for placement consideration into the Step Down Program. The SHO/HO shall ensure a signed preliminary copy of the completed CDCR Form 115 is routed to the STG Lieutenant.

An inmate who is found guilty of a second STG related, SHUable RVR, but has not completed the validation process, shall have his/her validation package expedited.

1) Institution Classification Committee

- A. The committee shall review the RVRs and determine if they meet the criteria for placement in the SDP.
 - i. If the behavioral criteria and/or nexus to STG behavior are not clearly identified, the committee shall consider further CDO review and/or appropriate general population housing options.
- B. The committee shall discuss the behavior and encourage participation of the inmate.
- C. Inmates who are found guilty of a second serious rule violation which requires a determinate SHU term, shall be assessed a determinate SHU term in accordance with CCR Section 3341.5(c)(9).
- D. ICC may:
 - i. assess and impose the SHU term and refer the inmate to the CSR for appropriate SHU transfer endorsement;
 - ii. assess and suspend the SHU term and place the inmate in the SDP, in conjunction with referral to the CSR for transfer endorsement;
 - iii. upon completion of the second determinate SHU term, impose an indeterminate SHU term and refer for transfer endorsement to the SDP.
- E. The committee shall determine the inmate's current and future housing needs in accordance with the SDP Placement Options Chart.
- F. The committee chairperson shall verbally inform the inmate of the decision of the committee.
- G. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
- H. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the chairperson.
- I. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
- J. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

(c) Drop-out Status Inmates

A STG member or associate, who is validated as a dropout of a STG and released from a SHU, may be removed from the general population or any other placement based upon being found guilty of continued STG related behavior, as identified in the STG Disciplinary Matrix, as follows:

- Two Administrative Rules Violation Reports within any 12-month period; or
- One Serious Rules Violation Report

The STG related behavior must have occurred after the Drop-out Status inmate's release from Transitional Housing Unit (THU). In addition, the behavior or activity must identify the inmate as an active STG member or associate of the same STG with which the inmate was

previously validated. If the STG related behavior or activity demonstrates a connection to a different STG, the information may be considered in the validation process and/or the disciplinary process, but shall not be used as the sole basis for placement of the inmate into the SDP.

- 1) Upon conclusion of the disciplinary process(es), the STG Investigator shall:
 - A. Be provided a copy of the completed CDCR Form 115, Rules Violation Report(s) and CDC Form 114-D, Administrative Segregation Unit Placement Notice by appropriate facility staff.
 - B. The STG Investigator shall prepare a CDCR Form 128-B STG2 Security Threat Group Validation Evidence Disclosure and Interview Notification and serve it to the subject. The notice will inform the subject that they will have a minimum of 72 hours to prepare a written response/rebuttal to the information contained in the RVR and the nexus to the STG.
 - C. The assigned staff shall interview the subject to review the written response/rebuttal and provide the subject with a meaningful opportunity to be heard upon the conclusion of the preparation period, unless the time requirements are waived by the inmate, in writing.
 - D. The subject's mental health status and/or need for staff assistance shall be evaluated prior to the interview. The duties and functions of a staff member assigned to assist an inmate in the source items interview will be the same as set forth in CCR Section 3318. The reason for the decision will be included in the written document.
 - E. The interview shall be documented and include a record of the subject's position on the nexus between the RVR and the STG. The assigned staff shall record this information, via CDCR Form 128-B STG3, STG Validation Chrono, and provide a copy to the subject within fourteen (14) calendar days and prior to submission of the documentation to OCS.
 - F. The CDCR Form 128-B STG3, STG Validation Chrono along with the subject's written rebuttal shall be forwarded to the Senior Special Agent, SSU, or designee.

- 2) OCS:
 - A. A special agent shall be assigned to review the CDC Form 128-B STG3.
 - B. The special agent shall complete a CDCR Form 128-B2 recommending to rescind the inmate's Drop-out status or recommending that the inmate retain his/her current designation.
 - C. The completed CDCR Form 128-B2 shall be returned to the STG Investigator.

- 3) STG Investigator:
 - A. The original CDCR Form 128-B2 shall be received by the originating STG investigator.
 - B. The STG Investigator or designee shall review the CDCR Form 128-B2 noting the recommendations of OCS.
 - C. The STG Lieutenant or designee shall instruct staff to issue a copy of the CDCR Form 128-B2 to the identified subject, provide a copy to the captain of the facility where the inmate is assigned, and forward the original CDCR Form 128-B2 to the C&PR for placement into the central file.

- 4) Captain:
 - A. Ensure the assigned caseworker schedules the inmate's appearance before the STG Unit Classification Committee within 30 days of the institution's receipt of the finalized CDCR Form 128-B2.
 - B. Ensure an Investigative Employee is assigned, as appropriate.

- 5) Correctional Counselor I:

- A. Prepare and serve the CDCR Form 128-B1 STG, Security Threat Group Unit Classification Committee – Notice of Hearing to the inmate at least 72 hours prior to the STG Unit Classification Committee.
 - B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the STG Unit Classification Committee.
- 6) Security Threat Group Unit Classification Committee:
- A. The STG Committee shall be convened within 30 days of the institution's receipt of a completed CDCR Form 128-B2.
 - B. The STG committee shall review the CDC Form 115, Rules Violation Report(s), and discuss the behavior of the inmate encouraging his/her participation.
 - C. The committee shall review the CDCR Form 128-B2, noting the recommendation of OCS.
 - D. The committee shall determine if they concur with the recommendation of OCS.
 - E. If the committee has a difference of opinion with the recommendation of OCS, the committee chairperson shall suspend the hearing and ask that it be rescheduled.
 - i. The committee chairperson shall contact the SSU Senior Special Agent to discuss and resolve the issue/concern.
 - ii. If the issue/concern can not be resolved with the SSU Senior Special Agent, the Committee shall elevate the issue/concern to the Warden and Special Agent in Charge, OCS, for further discussion and a final decision.
 - iii. If the original recommendation of OCS requires a change based on the above referenced discussion, a new CDCR Form 128-B2 shall be issued.
 - iv. The resulting CDCR Form 128-G1 shall articulate the issue requiring case conference and the decided resolution.
 - F. The committee shall re-convene, as necessary, and determine the need to rescind the current designation (i.e., drop-out status).
 - G. The committee shall make a recommendation to ICC regarding the inmate's current and future housing needs (in accordance with the SDP Placement Option Chart), based on the totality of the information.
 - H. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - I. The committee chairperson shall document the STG Unit Classification Committee review date and the STG designation that is being assigned in the area provided on the CDCR Form 128-B2.
 - J. The committee recorder shall prepare the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Monitored, Inactive, Inactive/Monitored, or Drop-out Status)(Attachment M).
 - K. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G1, upon approval/signature by the Chairperson and the finalized CDCR Form 128-B2.
 - L. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
- 7) Institution Classification Committee:
- A. The committee will review the CDCR Form 128-B2 STG, Security Threat Group Validation/Rejection Review and the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Monitored, Inactive, Inactive/Monitored, or Drop-out Status).
 - B. The committee shall discuss the inmate's behavior and encourage participation of the inmate.

- C. Inmates who are found guilty of a serious rule violation which requires a determinate SHU term, shall be assessed a determinate SHU term in accordance with CCR Section 3341.5(c)(9).
- D. ICC may:
 - i. assess and impose the SHU term and refer the inmate to the CSR for appropriate SHU transfer endorsement;
 - ii. assess and suspend the SHU term and place the inmate in the SDP, in conjunction with referral to the CSR for transfer endorsement;
 - iii. upon completion of the determinate SHU term, impose an indeterminate SHU term and referral to the CSR for transfer endorsement.
- E. The committee will determine the inmate's current and future housing needs in accordance with the SDP Placement Options Chart.
- F. The committee chairperson shall verbally inform the inmate of the decision of the committee.
- G. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
- H. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson.
- I. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
- J. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

(d) STG Monitored Status Affiliates

For STG affiliates who previously completed the SDP, re-housing into the SDP shall be based upon a monitored status affiliate being found guilty of STG related behavior.

- Refer to Section 800.2 of this Instructional Memorandum for monitored status affiliates.

(e) Inactive Status or Inactive-Monitored Status Affiliate

An inactive status affiliate is defined as a validated affiliate who was released from SHU prior to implementation of Case by Case Reviews. This inmate was not identified as having been involved in gang related activity for a period of six years, was reviewed by a Departmental Review Board, and released from the SHU.

An inactive-monitored status affiliate is defined as a validated affiliate who was released from SHU concurrent to the implementation of the Step Down Program through a Case by Case Review.

Placement in the SDP shall be based on an inactive status or inactive-monitored status affiliate being involved in either confirmed STG behavior or being found guilty of STG related behavior, as identified in the STG Disciplinary Matrix, as follows:

- Two Administrative Rules Violation Reports within any 12-month period; or
- One Serious Rules Violation Report

Upon conclusion of the disciplinary process(es), facility staff will ensure the Captain of the facility where the inmate is assigned is provided with a copy of the completed CDC Form 115, Rules Violation Report(s).

- 1) Captain:
 - A. Direct staff to prepare a CDC Form 114-D, Administrative Segregation Unit Placement Notice, if applicable, and facilitate his/her placement into ASU.
 - B. Ensure an Investigative Employee is assigned, as appropriate.
 - C. Ensure the assigned caseworker schedules the inmate's appearance before the ICC.

- 2) Correctional Counselor I:
 - A. Prepare and serve the CDCR Form 128-B1, Notice of Classification Hearing, to the inmate at least 72 hours prior to ICC.
 - B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the ICC.

- 3) Institution Classification Committee:
 - A. The committee shall review the RVR and determine if it meets the criteria for placement in the SDP.
 - i. If the behavioral criteria and/or nexus to STG behavior are not clearly identified, the committee shall consider further CDO review and/or appropriate general population housing options.
 - B. The committee shall discuss the inmate's behavior and encourage participation of the inmate.
 - C. Inmates who are found guilty of a serious rule violation which requires a determinate SHU term, shall be assessed a determinate SHU term in accordance with CCR Section 3341.5(c)(9).
 - D. ICC may:
 - i. assess and impose the SHU term and refer the inmate to the CSR for appropriate SHU transfer endorsement;
 - ii. assess and suspend the SHU term and place the inmate in the SDP, in conjunction with referral to the CSR for transfer endorsement;
 - iii. upon completion of the determinate SHU term, impose an indeterminate SHU term and referral to the CSR for transfer endorsement.
 - E. The committee shall determine the need to rescind the inmate's current designation (i.e., inactive, inactive-monitored).
 - F. The committee shall determine the inmate's current and future housing needs (in accordance with the SDP Placement Options Chart), based on the totality of the information.
 - G. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - H. The committee chairperson shall complete the CDCR Form 128-B2 STG Supplement (Attachment N) with the ICC review date and the STG designation that is being assigned.
 - I. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
 - J. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the chairperson.
 - K. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.

- L. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 STG Supplement and forward to OCS for tracking purposes and input in the STG database.
- M. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

Section 600.3. Validated Affiliate with Confirmed STG Behavior Outside the Disciplinary Process

- (a) A STG affiliate determined to have confirmed STG behavior or intelligence; information from an outside law enforcement agency; or which occurred outside the jurisdiction of the department or formal disciplinary process shall be documented in a CDCR Form 128-B, General Chrono (confidential chrono, if appropriate). The activity or behavior must have occurred within the last four years. Investigators shall establish reliability per CCR Section 3321 when confidential information is used and shall be recorded within the chrono. This confirmed STG behavior or activity shall consist of the following:
 - Behavior, activity or intelligence items as identified in Section 600.1 – Validation Source Criteria totaling at least 10 additional points and identified subsequent to the validation process. This process shall only be utilized if the circumstances cannot otherwise be addressed through the disciplinary process.

Any time a validated inmate engages in behavior that would warrant an RVR, it is the responsibility of the observing staff member to ensure appropriate disciplinary procedures are applied.

Investigative staff shall be responsible to initiate or update a STG Pilot Form 128-B3, STG Identification Worksheet, anytime confirmed STG behavior occurs and cannot be addressed through the disciplinary process.

1) STG Lieutenant or Investigator:

- A. The completed CDC Form 128-B, General Chrono, shall be referred by the facility where it was completed to the STG Lieutenant for review to ensure the identified behavior/activities could not have been addressed through the disciplinary process.
 - i. If the STG Lieutenant determines that the information should have been addressed through the disciplinary process, the CDC Form 128-B shall be returned to the originating facility to initiate the disciplinary process.
- B. The STG Lieutenant shall assign staff to prepare a CDCR Form CDCR 128-B3 STG, STG Identification Score Sheet.
- C. When a validated inmate receives a total of 10 additional points (subsequent to validation), the STG Lieutenant shall assign staff to prepare a CDCR Form 128-B STG2, Security Threat Group Validation Evidence Disclosure and Interview Notification, and serve it to the subject, along with copies of all non-confidential information or CDCR Form 1030STG, Confidential Information Disclosure Forms. The notice will inform the subject that they will have a minimum of 72 hours to prepare a written response/rebuttal to the information they received.
- D. The assigned staff shall interview the subject to review the written response/rebuttal and provide the subject with a meaningful opportunity to be heard upon the conclusion of the preparation period, unless the time requirements are waived by the inmate, in writing.
- E. The subject's mental health status and/or need for staff assistance shall be evaluated prior to the interview. The duties and functions of a staff member

- assigned to assist an inmate in the interview will be the same as set forth in CCR Section 3318. The reason for the decision will be included in the written document.
- F. The interview shall be documented and include a record of the subject's position on each item and its nexus to the STG. The assigned staff shall record this information, via CDCR Form 128-B STG3, STG Validation Chrono, and provide a copy to the subject within fourteen (14) calendar days and prior to submission of the documentation to OCS.
 - G. The CDCR Form 128-B STG3, STG Validation Chrono along with the subject's written rebuttal shall be forwarded to the Senior Special Agent, SSU, or designee.
- 2) OCS:
- A. A special agent shall be assigned to review the CDC Form 128-B STG3.
 - B. The special agent shall complete an updated CDCR Form 128-B2 documenting the additional source items that are being recommended for acceptance and those that are being recommended for rejection.
 - C. The completed CDCR Form 128-B2 shall be returned to the STG Investigator.
- 3) STG Investigator:
- A. The original CDCR Form 128-B2 shall be received by the originating STG investigator.
 - B. The STG Investigator or designee shall review the CDCR Form 128-B2 noting the evaluation and recommendations of OCS.
 - C. If incorrect information is contained on the CDCR Form 128-B2, the document must be returned to OCS for correction. Institution staff shall not make corrections, changes, or amendments to the CDCR Form 128-B2.
 - D. The STG Lieutenant or designee shall instruct staff to issue a copy of the CDCR Form 128-B2 to the identified subject, provide a copy to the captain of the facility where the inmate is assigned, and forward the original CDCR Form 128-B2 to the C&PR for placement into the central file.
- 4) Captain:
- A. Ensure the assigned caseworker schedules the inmate's appearance before the STG Unit Classification Committee within 30 days of the institution's receipt of the CDCR Form 128-B2.
 - B. Ensure an Investigative Employee is assigned, as appropriate.
- 5) Correctional Counselor I
- A. Prepare and serve the CDCR Form 128-B1 STG, Security Threat Group Unit Classification Committee – Notice of Hearing to the inmate at least 72 hours prior to the STG Unit Classification Committee.
 - B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the STG Unit Classification Committee.
- 6) Security Threat Group Unit Classification Committee:
- A. The STG Committee shall be convened within 30 days of the institution's receipt of an updated CDCR Form 128-B2.
 - B. The STG committee shall review the package prepared by the STG Investigator and the CDCR Form 128-B2, noting the recommendation of OCS.
 - C. The STG Committee shall evaluate the reason that STG related activity could not be addressed through the disciplinary process.

- i. If the committee determines the information should have been addressed through the disciplinary process, the documentation shall be referred to the STG Investigator or other appropriate lieutenant to review and ensure the appropriate disciplinary action is completed.
 - ii. If source item(s) would have no bearing on the need for segregation (i.e., source item points remain at 10 or more), the hearing will be continued; or
 - iii. The hearing will be suspended pending completion of the disciplinary process and returned to the committee chairperson.
 - D. The STG committee shall reconvene, as necessary, and shall discuss the behavior and/or activities of the inmate and encourage participation from the inmate.
 - E. The committee shall determine if they concur with the recommendation of OCS.
 - F. If the committee has a difference of opinion with the recommendation of OCS, the committee chairperson shall suspend the hearing and ask that it be rescheduled.
 - i. The committee chairperson shall contact the SSU Senior Special Agent to discuss and resolve the issue/concern.
 - ii. If the issue/concern can not be resolved with the SSU Senior Special Agent, the Committee shall elevate the issue/concern to the Warden and Special Agent in Charge, OCS, for further discussion and a final decision.
 - iii. If the original recommendation of OCS requires a change based on the above referenced discussion, a new CDCR Form 128-B2 shall be completed by OCS and issued to the inmate.
 - iv. The resulting CDCR Form 128-G1 shall articulate the issue requiring case conference and the decided resolution.
 - G. The committee shall re-convene, as necessary, and determine the need to rescind the current designation (i.e., drop-out status).
 - H. The committee shall make a recommendation to ICC regarding the inmate's current and future housing needs, based on the totality of the information.
 - I. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - J. The committee chairperson shall document the STG Unit Classification Committee review date and the STG designation that is being assigned in the area provided on the CDCR Form 128-B2.
 - K. The Committee Recorder shall prepare the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Confirmed STG Behavior or Intelligence)(Attachment O) which shall include the basis for the decision which did not result in the issuance of a CDC Form 115, Rules Violation Report (e.g., activity occurred in county jail or activity occurred while offender was not in CDCR custody).
 - L. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G1, upon approval/signature by the Chairperson and the CDCR Form 128-B2.
 - M. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
- 7) Captain:
 - A. Direct staff to prepare a CDC Form 114-D, Administrative Segregation Unit Placement Notice.
 - B. Instruct staff to issue the CDC Form 114-D to the identified inmate and facilitate his/her placement into ASU.
- 8) Institution Classification Committee:

- A. The committee will review the CDCR Form 128-B2, Security Threat Group Validation/Rejection Review and the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Confirmed STG Behavior or Intelligence).
- B. The committee shall discuss the inmate's behavior and encourage participation of the inmate.
- C. The committee shall determine the inmate's current and future housing needs in accordance with the SDP Placement Option Chart.
- D. The committee chairperson shall verbally inform the inmate of the decision of the committee.
- E. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
- F. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson.
- G. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
- H. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

Section 600.4. Return to CDCR Custody

- a) An inmate who previously paroled or was discharged with MAX custody due to pending validation and is returned to CDCR's custody shall be placed in ASU and afforded all procedural safeguards for segregated inmates.

The STG Investigator shall obtain the validation package to determine the status.

- 1) If the validation process was completed after the inmate's release from custody and the inmate was validated as an STG-I member, the inmate shall be seen by ICC for review of the placement in the Step Down Program.
 - 2) If the validation process was completed after the inmate's release from custody and the inmate was validated as an STG-I associate or STG-II member or associate, the inmate's validation package shall be reviewed by ICC to determine current housing needs (i.e., release to general population, transfer to the SDP based on documented STG related behavior).
 - 3) If the validation process was not completed, the STG Investigator shall update the validation package in compliance with Section 400 of this Instructional Memorandum and submitted to OCS.
- b) Return to CDCR Custody with Previous MAX Custody:

A validated STG affiliate who previously paroled or was discharged with MAX custody and is returned to CDCR's custody shall be placed in ASU and afforded all procedural safeguards for segregated inmates. Receiving and Release staff or counseling staff shall notify the STG Investigator of receipt of a previously validated STG affiliate.

- 1) Institution or STG Investigative Staff:

- A. The STG Lieutenant or designee shall assign a staff member to complete an investigation of the inmate's activities since being released from the custody of the CDCR.
 - B. The assigned staff shall thoroughly review the central file including but not limited to CDC 115, Rules Violation Reports, CDC Form 837, Crime Incident Reports, legal documents, parole/Board of Parole Hearing (BPH) reports, CDC Form 816, Reception Center Readmission Summary, CDC Form 128-B, General or Confidential Chronos, and CDC Form 128-B2, SSU Validation/Rejection Review, conduct a search of the inmates property, photograph the inmate, contact outside law enforcement agencies (when appropriate), and any other steps deemed necessary to ensure a thorough investigation is completed.
 - C. The assigned staff shall review the circumstances of the commitment offense/parole violation.
 - D. The assigned staff shall obtain previous housing information from the Strategic Offender Management System (SOMS).
 - E. The assigned staff shall prepare a memorandum or CDC Form 128-B, General Chrono, to the STG Lieutenant or designee outlining all information that has been discovered through the investigation.
 - F. The STG Lieutenant shall evaluate the information provided and prepare a CDC Form 128-B requesting an updated CDCR Form 128-B2 from OCS. The package will be forwarded to OCS.
- 2) Office of Correctional Safety:
- A. A special agent shall be assigned to review the CDC Form 128-B.
 - B. The special agent shall complete a CDCR Form 128-B2 recommending to update the inmate's current designation.
 - C. The completed CDCR Form 128-B2 shall be returned to the STG Investigator.
- 3) STG Investigator:
- A. The original CDCR Form 128-B2 shall be received by the originating STG investigator.
 - B. The STG Investigator or designee shall review the CDCR Form 128-B2 noting the recommendations of OCS.
 - C. If incorrect information is contained on the CDCR Form 128-B2, the document must be returned to OCS for correction. Institution staff shall not make corrections, changes, or amendments to the CDCR Form 128-B2.
 - D. The STG Lieutenant or designee shall instruct staff to issue a copy of the CDCR Form 128-B2 to the identified subject, provide a copy to the captain of the facility where the inmate is assigned, and forward the original CDCR Form 128-B2 to the Classification and Parole Representative (C&PR) for placement into the central file.
- 4) Captain:
- A. Ensure the assigned caseworker schedules the inmate's appearance before the STG Unit Classification Committee within 30 days of the institution's receipt of the CDCR 128-B2.
 - B. Ensure an Investigative Employee is assigned, as appropriate.
- 5) Correctional Counselor I:
- A. Prepare and serve the CDCR Form 128-B1 STG, Security Threat Group Unit Classification Committee – Notification of Hearing, to the inmate at least 72 hours prior to the ICC.

- B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the ICC.
- 6) Security Threat Group Unit Classification Committee:
- A. The STG Unit Classification Committee shall be convened within 30 days of the institution's receipt of a completed CDCR Form 128-B2.
 - B. The STG committee shall review the information contained in the CDC Form 128B, General Chrono.
 - C. The STG committee shall discuss the behavior and encourage participation from the inmate.
 - D. The committee shall review the CDCR Form 128-B2, noting the recommendation of OCS.
 - E. The committee shall determine if they concur with the recommendation of OCS.
 - F. If the committee has a difference of opinion with the recommendation of OCS, the committee chairperson shall suspend the hearing and ask that it be rescheduled.
 - i. The committee chairperson shall contact the SSU Senior Special Agent to discuss and resolve the issue/concern.
 - ii. If the issue/concern can not be resolved with the SSU Senior Special Agent, the Committee shall elevate the issue/concern to the Warden and Special Agent in Charge, OCS, for further discussion and a final decision.
 - iii. If the original recommendation of OCS requires a change based on the above referenced discussion, a new CDCR Form 128-B2 shall be completed by OCS and issued to the inmate.
 - iv. The resulting CDCR Form 128-G1 shall articulate the issue requiring case conference and the decided resolution.
 - G. The committee shall re-convene, as necessary, and determine the need to rescind the current designation (i.e., drop-out status).
 - H. The committee shall make a recommendation to ICC regarding the inmate's current and future housing needs (in accordance with the SDP Placement Option Chart), based on the totality of the information.
 - I. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - J. The committee chairperson shall document the STG Unit Classification Committee review date and the STG designation that is being assigned in the area provided on the CDCR Form 128-B2.
 - K. The committee recorder shall prepare the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Confirmed STG Behavior/Intelligence).
 - L. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G1, upon approval/signature by the Chairperson and the CDCR Form 128-B2.
 - M. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
- 7) Institution Classification Committee:
- A. The committee will review the CDCR Form 128-B2 and the CDCR Form 128-G1.
 - B. The committee shall discuss the information obtained with the inmate and encourage his participation.
 - C. The committee shall give consideration to the inmate's prior housing in ASU or SHU; placement in the SDP; gang or STG activity while in the community; and circumstances of commitment offense.
 - D. The committee will discuss the inmate's housing needs as follows:

- i. STG-I Member:
 - Requires placement in the Step Down Program at a SHU.
 - ii. STG-I Associate:
 - If the validation source items include a documented STG behavior or activity as listed in the STG Disciplinary Matrix and which is also identified in CCR Section 3341.5(c)(9) SHU Term Assessment Chart – requires referral for transfer to the SDP and endorsement by the CSR.
 - If the validation source items do not meet the designated behavioral criteria for SDP placement - Release to general population unless the placement score or case factors have changed and the inmate requires alternate housing consideration.
 - iii. STG-II Member or Associate:
 - If the validation source items include two occurrences of documented STG behavior or activity as listed in the STG Disciplinary Matrix which is also identified in CCR Section 3341.5 SHU Term Assessment Chart – requires referral for transfer to the SDP and endorsement by the CSR.
 - If the validation source items do not meet the designated behavioral criteria for SDP placement - Release to general population unless the placement score or case factors have changed and the inmate requires alternate housing consideration.
- E. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - F. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
 - G. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson and the CDCR Form 128-B2.
 - H. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
 - I. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
 - J. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.
- c) Return to CDCR Custody with other than MAX Custody
A validated STG affiliate who previously paroled or was discharged and was designated either inactive or monitored and returns to the custody of the CDCR shall be referred to the STG Investigator.
- 1) Institution or STG Investigative Staff:
 - A. The STG Lieutenant or designee shall assign a staff member to complete an investigation of the inmate's activities since being released from the custody of the CDCR.
 - B. The assigned staff shall thoroughly review the central file including but not limited to CDC 115, Rules Violation Reports, CDC Form 837, Crime Incident Reports, legal documents, parole/BPH reports, CDC Form 816, Reception Center Readmission Summary, CDC Form 128-B, General or Confidential Chronos, and CDC Form 128-B2, SSU Validation/Rejection Review, conduct a search of the inmates property, photograph the inmate, contact outside law enforcement agencies (when appropriate), and any other steps deemed necessary to ensure a thorough investigation is completed.

- C. The assigned staff shall review the commitment offense to determine whether the conviction had any connection or nexus to the STG of the inmate's previous validation.
 - D. The assigned staff shall obtain previous housing information from SOMS.
 - E. The assigned staff shall prepare a memorandum or a CDC Form 128B, General Chrono, outlining all information that has been discovered through the investigation.
 - F. The STG Lieutenant shall evaluate the CDC Form 128B, General Chrono, and determine if the information warrants submission to the STG Unit Classification Committee. This decision will be based upon the following:
 - i. Circumstances of the commitment offense demonstrate continued behavior or activities in support of the STG. Requires notification to OCS and referral to the STG Unit Classification Committee
 - ii. Activity while in the community and/or the totality of the information gathered demonstrates continued behavior or activities in support of the STG. Requires notification to OCS and referral to the STG Unit Classification Committee
 - iii. Activity while in the community and/or the totality of the information gathered does not demonstrate continued behavior or activities in support of the STG. Does not require placement in segregated housing or referral to the STG Unit Classification Committee.
 - G. The STG Lieutenant or designee shall prepare a CDCR Form 128-B STG2, Security Threat Group Validation Evidence Disclosure and Interview Notification, documenting all of the information gathered during the investigation and determined to demonstrate a continued nexus to the STG with which he was previously validated.
 - H. The STG Investigator or appropriate lieutenant shall, as necessary, prepare a CDC Form 114-D, Administrative Segregation Unit Placement Notice.
 - I. The STG Investigator or appropriate lieutenant shall assign staff to serve the CDC Form 114-D to the subject and facilitate his/her placement into ASU, as appropriate.
 - J. The assigned staff shall serve a copy CDC Form 128-B to the subject. The notice will inform the subject that they will have a minimum of 72 hours to prepare a written response/rebuttal to the information provided. The inmate shall be provided with copies of all non-confidential documents and CDCR Form 1030STGs being utilized in this review process.
 - K. The assigned staff shall interview the subject to review the written response/rebuttal and provide the subject with a meaningful opportunity to be heard upon the conclusion of the preparation period, unless the time requirements are waived by the inmate, in writing.
 - L. The subject's mental health status and/or need for staff assistance shall be evaluated prior to the interview. The duties and functions of a staff member assigned to assist an inmate in the interview will be the same as set forth in CCR Section 3318. The reason for the decision will be included in the written document.
 - M. The interview shall be documented and include a record of the subject's position on the evidence relied upon in this action. The assigned staff shall record this information, via CDC Form 128-B, General Chrono and provide a copy to the subject within fourteen (14) calendar days and prior to submission of the information to the OCS.
- 2) Office of Correctional Safety:
- A. A special agent shall be assigned to review the CDC Form 128-B.
 - B. The special agent shall complete a CDCR Form 128-B2 recommending to rescind the inmate's inactive or monitored status or recommending that the inmate retain his/her current designation.

- C. The completed CDCR Form 128-B2 shall be returned to the STG Investigator.
- 3) STG Investigator:
- A. The original CDCR Form 128-B2 shall be received by the originating STG investigator.
 - B. The STG Investigator or designee shall review the CDCR Form 128-B2 noting the recommendations of OCS.
 - C. If incorrect information is contained on the CDCR Form 128-B2, the document must be returned to OCS for correction. Institution staff shall not make corrections, changes, or amendments to the CDCR Form 128-B2.
 - D. The STG Lieutenant or designee shall instruct staff to issue a copy of the CDCR Form 128-B2 to the identified subject and forward the original CDCR Form 128-B2 to the Classification and Parole Representative for placement into the central file.
 - E. Shall forward a copy of the CDCR form 128-B2 to the captain of the facility where the inmate is housed requesting the inmate be scheduled to appear before the STG Unit Classification Committee.
- 4) Captain:
- A. Ensure the assigned case worker schedules the inmate's appearance before the STG Unit Classification Committee within 30 days of the institution's receipt of the CDCR 128-B2.
 - B. Ensure an Investigative Employee is assigned, as appropriate.
- 5) Correctional Counselor I:
- A. Prepare and serve the CDCR Form 128-B1 STG, Security Threat Group Unit Classification Committee – Notice of Hearing to the inmate at least 72 hours prior to the STG Unit Classification Committee.
 - B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the STG Unit Classification Committee.
- 6) Security Threat Group Unit Classification Committee:
- A. The STG Unit Classification Committee shall be convened within 30 days of the institution's receipt of a completed CDCR Form 128-B2.
 - B. The STG committee shall review the information contained in the CDC Form 128B, General Chrono and discuss the inmate's behavior encouraging his/her participation.
 - C. The committee shall review the CDCR Form 128-B2, noting the recommendation of OCS.
 - D. The committee shall determine if they concur with the recommendation of OCS.
 - E. If the committee has a difference of opinion with the recommendation of OCS, the committee chairperson shall suspend the hearing and ask that it be rescheduled.
 - i. The committee chairperson shall contact the SSU Senior Special Agent to discuss and resolve the issue/concern.
 - ii. If the issue/concern can not be resolved with the SSU Senior Special Agent, the Committee shall elevate the issue/concern to the Warden and Special Agent in Charge, OCS, for further discussion and a final decision.
 - iii. If the original recommendation of OCS requires a change based on the above referenced discussion, a new CDCR Form 128-B2 shall be completed by OCS and issued to the inmate.
 - iv. The resulting CDCR Form 128-G1 shall articulate the issue requiring case conference and the decided resolution.

- F. The committee shall re-convene, as necessary, and determine the need to rescind the current designation (i.e., monitored status).
 - G. The committee shall make a recommendation to ICC regarding the inmate's current and future housing needs (in accordance with the SDP Placement Option Chart), based on the totality of the information.
 - H. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - I. The committee chairperson shall document the STG Unit Classification Committee review date and the STG designation that is being assigned in the area provided on the CDCR Form 128-B2.
 - J. The committee recorder shall prepare the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Monitored, Inactive, Inactive-Monitored or Drop-out Status).
 - K. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G1, upon approval/signature by the Chairperson and the CDCR Form 128-B2.
 - L. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
- 7) Institution Classification Committee:
- A. The committee will review the CDCR Form 128-B2 and the CDCR Form 128-G1.
 - B. The committee shall discuss the information obtained with the inmate and encourage his participation.
 - C. The committee shall determine the inmate's current and future housing needs in accordance with the SDP Placement Option Chart.
 - D. The committee chairperson shall verbally inform the inmate of the decision of the committee.
 - E. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
 - F. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson and the CDCR Form 128-B2.
 - G. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 and forward to OCS for tracking purposes and input in the STG database.
 - H. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
 - I. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

Section 600.5. Step Down Program Placement Options

The following chart provides a guideline for placement into and movement within the SDP based on inmate behavior.

The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.

This chart will detail the SDP Placement Options associated with the STG Disciplinary Matrix.

SDP Placement Options Chart		
1. – <u>Active SDP Violators:</u> Regress 6 months in the Current Step or to the Beginning of the Current Step.	2. – <u>Active SDP Violators:</u> Regress 6 months within the Previous Step or to the Beginning of the Previous Step.	3. – <u>Active SDP Violators:</u> Regress to Beginning of Step 1.
4. – <u>Active SDP Violators:</u> Assess and Suspend SHU Term, if appropriate, and Regress to the Beginning of Step 2.	5. – <u>Initial Placement or Active SDP Violators:</u> Assess and Suspend SHU Term, if appropriate. Initial Placement or Regression to the Beginning of Step 1.	6. – <u>Monitored, Inactive, Inactive-Monitored, Drop-out, or Return to Custody inmates:</u> Assess and Suspend SHU Term, if appropriate. Placement at the Beginning of Step 1. If offender has completed the SDP previously, he/she must normally serve 2 years in Step 1.

Section 700. STG Step Down Program.

The SDP is an incentive based multi-step process for the management of STG affiliates. This program will assign, transition, and monitor inmates who by their behavior have demonstrated the need for CDCR's utilization of special strategies for their management.

The SDP shall normally be completed in five steps and provides a process for inmates engaged in STG behavior or activities to demonstrate their ability to refrain from this type of behavior, preparing them for return to non-segregated housing and eventual release to the community. Progression through the SDP is voluntary.

Participation in each step of the SDP requires the inmate to acknowledge the program expectations and sign a personal contract (Attachments P-S). The contract will outline the goals, expectations for successful completion, and potential consequences for failure to fully participate and complete the step. The contract will further indicate that by signing the document, the inmate does not acknowledge or admit to being an STG affiliate.

Each program step is progressive and it is the responsibility of the inmate to demonstrate they can be released to a less restrictive environment while abstaining from STG behaviors. If the inmate chooses not to progress through any step of the program, the inmate may be returned, by ICC, to a previous step until they demonstrate a desire and appropriate behavior for movement into the next step.

During the initial ICC review of newly arriving inmates into the SDP; the committee shall review the date that the sending facility/institution's ICC imposed the indeterminate SHU term to ensure the inmate is credited for time spent in the designated step while housed at the previous facility.

An inmate electing not to participate and with no continued STG related behavior may choose to stay in Step 2 indefinitely and the required ICC reviews will continue. At any time the inmate

may wish to progress/take part in the SDP, they may notify their assigned caseworker who will schedule their appearance before the ICC within 30 days.

Steps 1 and 2 are specifically designated for housing of STG affiliates determined to pose a threat to the safety of staff, inmates, and the public, in addition to security of the prison based upon confirmed intelligence and/or STG behaviors. This housing designation is intended to segregate the most influential STG affiliates and those who represent the greatest threat to others and institutional security. A high level of monitoring is placed on all avenues of communication during these steps.

Steps 1 and 2 will generally be completed at Pelican Bay State Prison and the California Institution for Women (CIW); however, during the pilot phase, Steps 1 and 2 may be completed at any SHU facility. These steps are designed to be completed in 12 months each, but may be accelerated at the 180 day review, if the ICC determines the inmate has completed all necessary components including remaining free of STG related behavior, completed required program components, participated in elective programming, and demonstrated a sincere desire to participate.

Staff assigned in the SDP, including housing staff, counseling staff, education staff and facilitators, shall complete CDCR Form 2261 (10/12) Step Down Program Progress Notes (Attachment T) documenting the inmate's participation level. These documents will be used by the ICC to assist in determining an inmate's movement between steps.

During Steps 1 and 2, the program will include education and/or program assessments such as TABE testing and COMPAS assessments with cognitive skill based programming. Programming will generally be completed in cell and all offender movement outside the cell shall be in restraints. Operational details associated with Steps 1 and 2 are described in Section 700.4.

Steps 3 & 4 are specifically designated for housing of STG affiliates who have successfully completed steps 1 and 2. This housing designation is intended to begin reintegration with other SDP inmates, by offering program and privilege incentives within a controlled setting and monitoring of program progress.

Step 3 will generally be completed at California Correctional Institution (CCI), California State Prison, Corcoran (COR), California State Prison, Sacramento (SAC) or CIW; however, during the pilot phase, Step 3 may be completed at any SHU facility. Step 3 is 12 months in duration and the program will include educational and cognitive behavior components such as anger management, parenting, substance abuse, and violence prevention programs. Programming will be completed in cell or in individual treatment modules. Movement may be in restraints and meals will be consumed in the cell. Operational details associated with Step 3 are described in Section 700.4.

Step 4 will generally be completed at CCI, COR, SAC, or CIW; however, during the pilot phase, Step 4 may be completed at any SHU facility. Step 4 is 12 months in duration and the program will include education, cognitive behavior changing components, violence prevention programs, 12-step self help programs, and gang diversion programs. Programming will be completed in individual treatment modules and small groups within the housing unit or program areas.

Offender movement *may be* un-restrained and meals may be consumed in small groups in the housing unit. Yard time will be with their cell mate during the first six months and with diverse affiliations after the initial six months of the step. Operational details associated with Step 4 are described in Section 700.4.

Section 700.1. STG Behavior or Activity in the Step Down Program:

Failure to maintain acceptable behavior and/or refrain from STG behavior or activities while in the SDP may result in the loss of privileges and/or regression to a previous step, inclusive of return to Step 1 from any subsequent step. Refer to the SDP Placement Options Chart for a guideline on movement within the SDP.

- (a) STG affiliates found guilty of continued STG behavior, while in the Step Down Program, shall be scheduled to appear before ICC for a program review.
 - 1) Institution Classification Committee:
 - A. ICC shall be convened within 30 days of completion of the disciplinary process.
 - B. ICC shall discuss the inmate's behavior and encourage participation of the inmate.
 - C. ICC shall discuss retention in current step, regression to beginning of the current step, regression to a prior step and/or reduction in privilege levels.
 - D. the committee shall assess a determinate SHU term for an inmate found guilty in a disciplinary hearing of an offense listed in CCR, Section 3341.5(c)(9), with one of the following dispositions:
 - i. The ICC has discretion to assess and suspend any determinate SHU term to facilitate the inmate's retention in the SDP, as may be appropriate.
 - ii. When the ICC elects to assess and impose a determinate SHU term, the inmate, whenever possible, shall not be housed within the SDP portion of the SHU.
 - iii. Updated segregation reasoning must be provided in a new CDC Form 114-D, when the reasons for segregation change.
 - E. The committee shall make a decision on the inmate's appropriate placement within the SDP, in accordance with the SDP Placement Options Chart, or temporary removal from the program to complete a determinate SHU term.
 - F. The chairperson shall verbally inform the inmate of the decision of the committee.
 - G. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson.
 - H. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.

Section 700.2. Step Down Program Components

- (a) It is the intent of the Department to develop and implement the Step Down Program through a phase-in approach. Steps 1 and 2 are primarily intended as periods of observation. Components for Step 3 will continue to be enhanced. Components for Step 4 will be developed during the pilot phase of the implementation.

Self-Directed Journals for Step 3 will provide 12 months of journals focused on helping high-risk inmates live a life free of criminal activity, violence, and drug use. These journals will help develop a system of values and strategies that lead to responsible thinking and behavior. Also, this series addresses the needs of the inmates working to successfully reintegrate into a less restrictive housing environment.

Personal reinforcement check sheets have been developed that will be used by the inmate to monitor weekly/monthly program participation and progress. In addition, Individual Change Plans will be initially completed by the inmate after 6 months in the SDP. The Individual Change Plan will provide the inmate with a personal assessment of his/her overall

program progress and will be completed at six month intervals. These documents will be submitted to the Correctional Counselor II and may be used by the ICC to assist in determining an inmate's movement between steps.

The Self-Directed Journals will include the following themes:

- **The Con Game** explores how the "con game" may be at the core of an individual's fault beliefs and behaviors. The Con Game guides individuals toward self-responsibility and positive life change.
- **Values** guides inmates through an evaluation of the criminal values that have influenced their lives and help them weigh the consequences of living a life based on criminal values versus responsible values.
- **Thinking Errors** encourages inmates to examine eight basic thinking errors that lead to criminal behavior. This journal stresses the importance of changing the way people think as the key to challenging their feelings and behavior.
- **Self Control** explores the connection between criminal behavior and self-control. Inmates consider the consequences of a lack of self-control and explore strategies for handling difficult emotions.
- **Peer Relationships** addresses risks related to criminal peers. Participants consider their past and present peer relationships, learn the differences between healthy and unhealthy relationships, practice handling social peer pressure and learn how to build a positive support network.
- **Violence Prevention** explores the inmates' relationship with violence and learns how to break the cycle of violence. Inmates explore the role violence has played in their lives, learn about physical as well as emotional violence and may practice strategies to break the cycle of violence.
- **Core Skills** can help inmates build a foundation for a healthier life by learning and practicing these skills. This journal offers inmates an organized structure to explore various core skills including effective communication, handling risky situations, and making responsible decisions.
- **Social Values** identifies the inmates' values, where they came from, and the impact on themselves and others. The development of positive life values and roadblocks to incorporating healthy values are explored.
- **Responsible Thinking/Healthy Personality** addresses risks related to a criminal personality. Participants examine whether their thinking is objective and accurate. Errors in thinking are explored along with what is involved in changing habits.
- **Family Ties** evaluate current family relationships and the role they play within their families. Strategies are explored and an action plan is created to rebuild family ties. A section on parental roles and responsibilities is included.
- **Substance Abuse** addresses risks related to substance abuse. Inmates reflect on their current use of alcohol and/or other drugs. They weigh the costs and rewards of making changes to their substance abuse behaviors and learn strategies to keep them on the path of recovery.
- **Victim Awareness** helps inmates begin to consider the idea of taking personal responsibility for their criminal behavior. They look at the ripple effect of their behavior on themselves, their victims, their victims' families, their families, and their communities and consider ways to make amends for the harm they caused.
- **Orientation** assists the inmate in answering the question, "Why am I here?" and gets them started on the path to positive life change.
- **Rational Thinking** helps inmates learn how thoughts influence their beliefs, feelings, and actions and how to counter negative self-talk.

- **Criminal Lifestyles** assists inmates considering how criminal behavior develops from thinking and choices.
- **Violence Prevention** will explore the inmates' relationship with violence and learn to break the cycle of violence.
- **Communication Skills** focuses on using effective communication skills for building relationships and controlling anger.
- **Lifestyle Balance** evaluates whether or not their lives are in balance and teaches skills for making positive adjustments.
- **Transition** evaluates whether their expectations about the future are realistic and explores three key transition issues.
- **Reviewing my Drug Use** examines their drug use history and explores the damaging consequences of drug use.
- **Recovery Maintenance** focuses on maintaining positive change. Inmates consider strategies to exit from the relapse process.

Step 4 will include an integrated, cognitive behavior change program that will include cognitive restructuring, social skills development, and development of problem solving skills. This program will be designed for small groups and is an option to address the cognitive, social, and emotional needs of the inmate population.

(b) Alternative Programming Education Model:

Each institution with a SDP may provide participating inmates access to education through either the Voluntary Education Program (VEP) Model or the Alternative Programming (AP) Model. Based on the population needing education programming and the general academic reading levels of the identified inmates, the Principal will determine the most appropriate way to provide education. The Principal has the option of assigning the appropriate education staff on either a full time or partial day assignment depending on the number of inmates needing services and the overall operational need of the institution.

In order to appropriately determine the educational needs of the SDP population, the Principal and/or Testing Coordinator will determine how many of these inmates need a Test of Adult Basic Education (TABE) reading score. Once the number of inmates to be tested has been determined, the Principal will have the Testing Coordinator develop a schedule that meets the institutional security and operational needs.

Inmates participating in the SDP will have access to academic opportunities through either the VEP or AP delivery models. Depending on the operational needs of the institution and the number of inmates participating in the program, the Principal will determine the most effective model for delivering the content. In some circumstances the inmates may be able to access college programs as well. This will be determined first by the inmate's ability to pay for the course work and then by operational need of the institution. Operational considerations are not only for security reasons but for proctoring procedures and the overall number of inmates requesting to participate per period of enrollment.

(c) Self-Help Program Electives

The below noted programs are currently under consideration for inmates participating in the Step Down Program. Some of these programs will be offered in Steps 1 and 2. Inmates should be encouraged to seek out these program components and participate on a

voluntary basis, as this voluntary participation will be considered as personal initiative during review by the ICC.

- **Criminal and Gangs Anonymous (CGA)** – A 12-Step based program of recovery for criminals and gang members. The program was developed by an inmate at Mule Creek State Prison in the 1990s, and family members established the community based organization which has assisted over seven institutions and countless recovering criminal/gang members in both the prison system and on the street. This program is run at several mainline facilities in a group format with fellow inmates who have been trained as facilitators. Each meeting is guided with the use of a facilitator’s handbook, and includes readings, prayer, open discussion, and personal testimony.
- **Purpose Driven Life** – A faith-based program offering self-reflection and a spiritual redirection. This program was originally introduced in the Sierra Conservation Center, and is typically run in a support group style with a sponsor facilitating. Based on the book “A Purpose Driven Life” by Rick Warren, the program can be modified to utilize an in-cell format using the paperback version and a self-directed DVD breaking down the book into a six week program. Each of the six sessions focuses on a different spiritual aspect and a printable workbook is provided to reinforce the teachings.
- **Modified Alternatives to Violence Project (AVP)** - This volunteer facilitated program teaches how to deal with anger in a positive manner. Participants engage in interpersonal exercises in a classroom setting designed to change previous patterns of violent behavior. Participants are provided with course material which is donated by AVP.

Section 700.3. Step Down Program Privileges:

Participation in the SDP affords STG affiliates the opportunity to refrain from STG behavior/activities, effectively interact with others, and earn enhanced privileges consistent with their ability to reintegrate into a general population setting. STG affiliates participating in the SDP will be placed in privilege group S1 through S4, commensurate with their assigned step of the SDP.

Privilege levels will be based on the following:

	SDP STEP 1 (S1)	SDP STEP 2 (S2)	SDP STEP 3 (S3)	SDP STEP 4 (S4)	SDP STEP 5
CANTEEN	Per CCR, Title 15, Section 3044 – PG S1 will be 25% of the maximum monthly canteen draw.	Per CCR, Title 15, Section 3044 – PG S2 will be 30% of the maximum monthly canteen draw.	Per CCR, Title 15, Section 3044 – PG S3 will be 40% of the maximum monthly canteen draw.	Per CCR, Title 15, Section 3044 – PG S4 will be 50% of the maximum monthly canteen draw.	Per CCR, Title 15, Section 3044.
PERSONAL PHOTO	One (1) photo upon completion of 1 year disciplinary free while in	One (1) photo upon transition to Step 2.	Two (2) photos upon transition to Step 3.	Two (2) photos upon transition to Step 4.	In accordance with general population

	segregation.				
TELEPHONE	Phone call on an emergency basis only as determined by staff.	Phone call on an emergency basis only as determined by staff. One (1) call upon transition to Step 2. This call may be facilitated at any approved time during the 12 months; however, if the inmate is found guilty of STG Behavior and regressed in the program, he/she may lose any call that is pending.	Phone call on an emergency basis only as determined by staff. Two (2) calls upon transition to Step 2. These calls may be facilitated at any approved time during the 12 months; however, if the inmate is found guilty of STG Behavior and regressed in the program, he/she may lose any calls that are pending.	Phone call on an emergency basis only as determined by staff. Four (4) calls upon transition to Step 3. These calls may be facilitated at any approved time during the 12 months; however, if the inmate is found guilty of STG Behavior and regressed in the program, he/she may lose any calls that are pending.	In accordance with general population
TELEVISION & RADIO	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase a TV and a radio or one (1) television/radio combination unit. Clear technology only.	In accordance with assigned institution's policy.
PERSONAL PROPERTY	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule. Allow possession of	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule. In addition to items allowed	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule. In addition to items allowed	Items listed in DOM, Section 54030, Authorized Personal Property Schedule for the assigned general population

		playing cards as defined in DOM Section 54030.17.8 Games.	in Step 1, allow plastic tumbler; plastic bowl; pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and wooden domino game.	in Step 2, allow a photo album; chess game, and checkers game.	institution.
PERSONAL PROPERTY PACKAGE	Inmates in SDP permitted one (1) personal package per year not to exceed 30 pounds.	Inmates in SDP permitted one (1) personal package per year not to exceed 30 pounds.	Inmates in SDP permitted one (1) personal package per year not to exceed 30 pounds.	Inmates in SDP permitted two (2) personal packages per year not to exceed 30 pounds, each.	Per CCR, Title 15, Section 3044.

Section 700.4. Step Down Program Operational Components

Operational Components of the Step Down Program are as follows:

	SDP STEP 1	SDP STEP 2	SDP STEP 3	SDP STEP 4	SDP STEP 5
SHU HOUSING LOCATION	<p>For Males - To be operated at PBSP SHU</p> <p>For Females - To be operated in a designated SHU unit</p> <p>If the inmate's case factors preclude housing at PBSP, appropriate SHU placement will be</p>	<p>For Males - To be operated at PBSP SHU</p> <p>For Females - To be operated in a designated SHU unit</p> <p>If the inmate's case factors preclude housing at PBSP, appropriate SHU placement will be</p>	<p>For Males - To be operated at CCI SHU or COR SHU</p> <p>For Females - To be operated in a designated SHU unit</p> <p>If the inmate's case factors preclude housing at CCI, SAC, or COR, appropriate SHU</p>	<p>For Males - To be operated at CCI SHU or COR SHU</p> <p>For Females - To be operated in a designated SHU unit</p> <p>If the inmate's case factors preclude housing at CCI, SAC, or COR, appropriate SHU</p>	<p>For Males - Level IV 180 design facility or other facility as approved by DRB.</p> <p>For Females - As determined by ICC.</p>

	determined	determined	placement will be determined	placement will be determined	
ICC REVIEW PERIODS	180 day ICC review in accordance with CCR, Title 15, Division 3, Section 3341.5 (c)(2)(A)1.	180 day ICC review in accordance with CCR, Title 15, Division 3, Section 3341.5 (c)(2)(A)1.	180 day ICC review in accordance with CCR, Title 15, Division 3, Section 3341.5 (c)(2)(A)1.	90 day ICC review	As determined appropriate at the general population institution.
SDP DURATION	12 months; however, at 180 day review, ICC may transition to next step.	12 months; however, at 180 day review, ICC may transition to next step.	Minimum of 12 months prior to movement to Step 4	Minimum of 12 months prior to review for release to Step 5 in a non-segregated setting.	Minimum of 12 months.
DOUBLE CELL POLICY	In accordance with departmental Inmate Housing Assignment Policy.	In accordance with departmental Inmate Housing Assignment Policy.	In accordance with departmental Inmate Housing Assignment Policy. Expectation for double cell housing unless precluded by CCR 3269(d) through (f).	In accordance with departmental Inmate Housing Assignment Policy. Expectation for double cell housing unless precluded by CCR 3269(d) through (f).	In accordance with departmental Inmate Housing Assignment Policy.
MAIL	Mail procedures and parameters in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures and parameters in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures and parameters in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures and parameters in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures and parameters in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
YARD EXERCISE	Yard Exercise provided pursuant to CCR, Title 15, Section 3343(h)	Yard Exercise provided pursuant to CCR, Title 15, Section 3343(h)	Yard Exercise provided pursuant to CCR, Title 15, Section 3343(h)	Yard Exercise provided pursuant to CCR, Title 15, Section 3343(h)	As scheduled at the assigned general population institution.

	Recreation will include the use of isometric and exercise equipment as determined and deemed appropriate.	Recreation will include the use of isometric and exercise equipment as determined and deemed appropriate.	Recreation will include the use of isometric and exercise equipment as determined and deemed appropriate.	Yard interaction in a group yard setting with inmates of diverse affiliations after 6 months programming within Step 4.	
MEALS	Meals consumed in cell.	Meals consumed in cell.	Meals consumed in cell.	Meals consumed in section, unrestrained with other SDP inmates, as authorized by ICC.	As scheduled at the assigned general population institution.
SHOWERS	3 showers per week. Movement consistent with existing local policy.	3 showers per week. Movement consistent with existing local policy.	3 showers per week. Movement will be unrestrained and unescorted, with cell partner.	3 showers per week. Movement will be unrestrained and unescorted, with cell partner.	As scheduled at the assigned general population institution.
PROGRAM	May be conducted in assigned cell.	May be conducted in assigned cell or utilizing individual treatment modules, based upon decision of ICC.	May be conducted in assigned cell or utilizing individual treatment modules, based upon decision of ICC.	May be conducted in assigned cell, program area, utilizing individual treatment modules, or in small groups of unrestrained inmates, based upon decision of ICC.	As assigned through Unit Classification Committee.
WORK ASSIGNMENTS	N/A	N/A	Eligible for voluntary work assignments as porters, clerks, culinary workers –	Eligible for voluntary work assignments as porters, clerks, culinary workers –	As assigned through Unit Classification Committee.

			must remain within the building.	must remain within the building.	
VISITS	Non-Contact in accordance with CCR, Title 15, Chapter 5, Article 7.	Non-Contact in accordance with CCR, Title 15, Chapter 5, Article 7.	Non-Contact in accordance with CCR, Title 15, Chapter 5, Article 7.	Non-Contact in accordance with CCR, Title 15, Chapter 5, Article 7.	In accordance with CCR, Title 15, Chapter 5, Article 7.
RELIGION	Provided upon request in accordance with CCR 3343(k).	Provided upon request in accordance with CCR 3343(k).	Provided upon request in accordance with CCR 3343(k).	Provided upon request in accordance with CCR 3343(k).	In accordance with the institution Daily Activity Schedule and CCR 3343(k).

Section 700.5. Step 4

During the last 6 months of an inmate's time in Step 4, the assigned caseworker shall begin efforts to reconcile enemy concerns and update the CDCR Form 812STG, Notice of Critical Case Information – Safety of Persons (Non-Confidential Enemies)(Attachment U) and/or CDC Form 812-C, Notice of Critical Case Information – Confidential Enemies, as appropriate. These efforts will assist in preparation for the inmate's future potential reintegration into the general population.

During the third 90-day ICC review in Step 4, the STG Investigator shall present a CDC Form 128-B for submittal to OCS. At the conclusion of ICC, the STG Investigator shall forward the CDC Form 128-B to OCS to determine if they have received any information related to the inmate's continued participation in STG related behavior. OCS shall provide any updated information to the institution and the new behavior or confirmed intelligence shall be addressed, as outlined in Section 600. If no new information exists, OCS shall provide the STG Investigator with an updated CDCR Form 128-B2 recommending a change in the inmate's designation or recommending no change in the inmate's designation, due to new information received by OCS.

The inmate shall be scheduled for review by ICC upon completion of the 12 months and receipt of the CDCR Form 128-B2. ICC shall determine successful completion of step 4 based upon the individual inmate's meaningful participation and behavior. ICC shall review the CDCR Form 128-B SDP5, Notice of Conditions of Monitored Status (Attachment V) with the inmate and obtain his signature acknowledging understanding of the expectations.

Upon successful completion of Step 4, a male inmate shall generally be referred to the CSR for endorsement to a Level IV, 180 Design Facility (other than a Behavior Management Unit program) for a 12-month observation period (Step 5), regardless of the inmate's placement score. If a determination is made by ICC, that the inmate does not warrant 180 design housing, the ICC shall refer the case to the Departmental Review Board (DRB) for alternate housing consideration, e.g. Level III/IV 270 design facility.

Upon the successful completion of Step 4 as determined by ICC, a female inmate shall be reviewed by ICC for release to the general population for observation and monitoring.

Section 800. Validated Inmate on Monitored Status.

The SDP transition shall occur during the first 12 months the SDP inmates are assigned to the designated Level IV 180 design Facility, or other facility as approved by the Departmental Review Board, which is considered Step 5 of the SDP, and the inmate's designation is changed to Monitored.

Section 800.1. Orientation in Step 5

Orientation at the designated institution shall include, at a minimum, the following:

- STG Investigator interview
- Unit orientation
- Mandatory Urinary Analysis Testing (initial 12 months)
- Initial Classification to include attendance by the STG Investigator with consideration for program enrollment as identified through departmentally approved assessment tools (i.e., COMPAS, TABE), Education, and STG management needs.
- Establishment of 12-month observation period.

After completion of the 12-month observation period (Step 5) with no documented evidence of continued STG involvement and no later than the next annual review, the inmate shall be seen by Unit Classification Committee (UCC) for consideration of transfer to a facility consistent with his/her placement score and case factors.

Based on the inmate's current placement score, efforts to reconcile enemy concerns, and other case factor assessments, the inmate will normally be considered for transfer to a general population or SNY facility commensurate with their individual case factors, program, and housing needs, where they will continue an indefinite period of monitoring and observation for potential recurrence of STG related behavior or activities.

Below are the monitoring activities that should be conducted on all monitored status affiliates:

- Enhanced cell search occurrences as determined necessary
- Enhanced mail scan
- Enhanced telephone call monitoring
- Periodic STG Investigator interviews

Section 800.2. STG Behavior or Activity by Monitored Status Affiliate

Inmates who have been designated as a monitored status affiliate shall not participate in STG behavior or activity. The consequences of participation in STG behavior are outlined in this Instructional Memorandum including return placement to Step 1 of the SDP for a two year period. Re-housing in the Step Down Program shall be based on either: (a) being found guilty of STG related behavior, as identified on the STG Disciplinary Matrix; or (b) being identified by confirmed intelligence with on-going participation in STG behavior.

- (a) The behavioral criteria for a monitored status affiliate to be considered for re-housing in the SDP will consist of the inmate being found guilty of:
- Two Administrative Rules Violation Reports within any 12-month period; or
 - One Serious Rules Violation Report

Upon conclusion of the disciplinary process(es), facility staff will ensure the Captain of the facility where the inmate is assigned is provided with a copy of the completed CDC Form 115, Rules Violation Report(s).

- 1) Captain:
 - A. Direct staff to prepare a CDC Form 114-D, Administrative Segregation Unit Placement Notice, if applicable, and facilitate the inmate's placement into ASU.
 - B. Ensure an Investigative Employee is assigned, as appropriate.
 - C. The Captain shall notify the assigned caseworker to have the offender scheduled for ICC.

- 2) Correctional Counselor I:
 - A. Prepare and serve the CDCR Form 128-B1, Notice of Classification Hearing, to the inmate at least 72 hours prior to the ICC, as needed.
 - B. Ensure the inmate has received copies of all non-confidential documentation and/or CDCR Form 1030STGs that will be reviewed/discussed during the ICC.

- 3) Institution Classification Committee:
 - A. The committee shall review the RVR and determine if it meets the criteria for placement in the SDP.
 - i. If the behavioral criteria and/or nexus to STG behavior are not clearly identified, the committee shall consider further Chief Disciplinary Officer (CDO) review and/or appropriate general population housing options.
 - B. The committee shall discuss the inmate's behavior and encourage participation of the inmate.
 - C. Inmates who are found guilty of a serious rule violation which requires a determinate SHU term, shall be assessed a determinate SHU term in accordance with CCR Section 3341.5(c)(9).
 - D. ICC may:
 - i. assess and impose the SHU term and refer the inmate to the CSR for appropriate SHU transfer endorsement;
 - ii. assess and suspend the SHU term and place the inmate in the SDP, in conjunction with referral to the CSR for transfer endorsement;
 - iii. upon completion of the determinate SHU term, impose an indeterminate SHU term and referral to the CSR for transfer endorsement.
 - E. The committee shall determine the need to rescind the current designation (i.e., monitored status).
 - F. The committee shall determine the inmate's current and future housing needs (in accordance with the SDP Placement Option Chart), based on the totality of the information.
 - G. The chairperson shall verbally inform the inmate of the decision of the committee.
 - H. The committee chairperson shall complete the CDCR Form 128-B2 STG Supplement with the ICC review date and the STG designation that is being assigned.
 - I. The committee recorder shall prepare the CDCR Form 128-G, Classification Chrono.
 - J. The committee chairperson shall ensure the inmate is provided with a copy of the CDCR Form 128-G, upon approval/signature by the Chairperson.
 - K. The STG Lieutenant shall receive a copy of the CDCR Form 128-B2 STG Supplement and forward to OCS for tracking purposes and input in the STG database.

- L. The date of the ICC's assessment and imposition of an indeterminate SHU term for the SDP shall establish the start date toward the required time in each specified step of the SDP. Applicable privileges, as outlined in this Instructional Memorandum, shall be initiated upon the inmate's arrival at the SHU facility.
 - M. If a transfer is determined appropriate, the case shall be referred to the CSR for review and endorsement.
- (b) A monitored status affiliate determined to have confirmed STG behavior or intelligence; information from an outside law enforcement agency; or which occurred outside the jurisdiction of the department or formal disciplinary process shall be documented in a CDCR Form 128-B, General Chrono (confidential chrono, if appropriate). The activity or behavior must have occurred within the last four years. Investigators shall establish reliability per CCR Section 3321 when confidential information is used and shall be recorded within the chrono. This confirmed STG behavior or activity shall consist of the following:
- Behavior, activity or intelligence items as identified in Section 600.1 – Validation Source Criteria totaling at least 10 additional points and identified subsequent to the validation process. This process shall only be utilized if the circumstances cannot otherwise be addressed through the disciplinary process.

Any time a validated inmate engages in behavior that would warrant an RVR, it is the responsibility of the observing staff member to ensure appropriate disciplinary procedures are applied.

Refer to section 600.3 of this Instructional Memorandum for the specific process.

Section 900. Debriefing.

Debriefing is the process by which a STG coordinator/investigator determines whether a STG Affiliate (subject) has dropped out of the STG. A subject shall be debriefed only upon his or her request, although staff may ask a subject if he or she wants to debrief.

Debriefing is generally a comprehensive two-phase process, which includes an interview/investigative phase and an observation phase. The purpose of the debriefing interview is to provide staff with information about the STG's structure, activities and affiliates. A debriefing is not for the purpose of acquiring incriminating evidence against the debriefing inmate.

Staff shall articulate how the information contained in the debrief report specifically relates to the inmate's involvement with the STG. The information may be used as a source of validation if the informant provides specific knowledge of how he/she knew the inmate to be involved with the STG, and the information is considered reliable.

Section 900.1. Gang Intelligence Operations, Debriefing Team

The debriefing team is tasked with the responsibility of debriefing validated STG affiliates who desire to disassociate themselves from the STG and discontinue STG activities. The primary objective of the Debriefing Team shall be to debrief validated STG-I members and associates.

Requests from the institutions or parole regions to conduct/complete a debriefing on a validated STG-II shall be directed to the Senior Special Agent, Gang Intelligence Operations. The Senior Special Agent shall review the information provided and make a determination as follows:

If the inmate is assigned to the SDP in the SHU:

- The subject shall be approved to participate in the Debriefing Process and the Debrief Report shall be completed by the Debriefing Team; or
- The subject shall be approved to participate in the Debriefing Process and the Debrief Report shall be completed by STG Investigative staff at the assigned institution.

If the inmate is housed in other than the SDP:

- The subject may be approved to participate in the Debriefing Process and the Debriefing package shall be completed by STG Investigative staff at the assigned institution.

Section 900.2. Debriefing Process

(a) Phase 1:

- 1) Requires the subject to write a complete history of his/her involvement with the STG and participate in an interview with institutional STG investigative staff. Upon evaluation and acceptance of the written autobiography by the STG investigator, a CDC Form 128-B shall be authored by the STG investigator and forwarded to OCS.
- 2) Gang Intelligence Operations, OCS, shall review the Debriefing information received from the institution and assign completion of the process to the Debrief Team or institutional STG investigative staff.
- 3) If assigned to the Debriefing Team, an agent will be assigned to schedule and complete an interview(s) with the subject. If assigned to the institution, a STG investigator will be assigned to schedule and complete an interview(s) with the subject. The information gathered through the written document and the interview(s) shall be thoroughly investigated by the assigned staff and documented on a confidential memorandum entitled "Debrief Report". The Debrief Report shall contain a statement of reliability, pursuant to CCR, Section 3321. The Debrief Report shall be approved by the Senior Special Agent, Gang Intelligence Operations. When the Debrief Report has been accepted, a CDC Form 128-B is forwarded by OCS to the institution, the subject shall be referred to ICC for consideration of need for placement into Phase 2.

b) Phase 2:

- 1) Requires completion of an observation phase, of up to 6 months, within the Department's THU Program, as discussed in DOM Section 54058.1. Upon completion of the THU, the STG Investigator will notify OCS. OCS will prepare a CDCR Form 128-B2 and forward to the STG Investigator. The inmate will be referred to ICC for transfer to appropriate housing.

Section 900.3. Handling the Debrief Report

The STG coordinator/investigator shall be responsible for having a copy of the debrief report placed in the confidential section of the central file of the subject (as appropriate per CCR Section 3321(a)(5) (Instructional Memorandum Procedures Section 1200). The current process for the inmate to review his/her debrief report remains unchanged.

Section 900.4. OCS Distribution for Review:

The Senior Special Agent shall route copies of debrief reports to all STG coordinators/investigators for their confidential review. The recipient STG investigators shall not duplicate, distribute, or copy the reports and shall return the reports to the Senior Special Agent by first-class mail for disposal.

Section 900.5. Institution Process:

- (a) Upon receipt of a Debrief Report, STG investigative staff will review the report to identify inmates currently housed at their institution. STG behavior or activity by the identified inmate which is documented in the Debrief Report shall be investigated by STG investigative staff or their designee to verify and establish reliability of the information being provided (i.e., corroboration with external law enforcement agency, other debrief reports, other confidential sources, Crime Incident Reports, etc.). Staff shall document the finding of the investigation in a CDC Form 128-B Confidential Chrono or in a Confidential Memorandum. Staff shall prepare a CDCR Form 1030STG, Confidential Information Disclosure Form, as appropriate, documenting as much information as can be disclosed without identifying the source.

STG behavior or activity determined to have occurred within CDCR jurisdiction and within the previous four (4) years shall be reviewed by the STG Lieutenant or an appropriate Lieutenant to determine if the activity/behavior warrants issuance of an administrative or serious Rules Violation Report, as identified in the STG Disciplinary Matrix.

- (b) Staff shall prepare a CDCR Form 115, Rules Violation Report, as appropriate, documenting the information as received from the confidential source and any pertinent information gleaned through the investigation. The date of discovery for the RVR shall be the date that sufficient evidence exists to close the investigation and charge the inmate with a rule violation. The inmate will be served copies of the RVR and the Confidential Information Disclosure Form(s). The disciplinary process will proceed as outlined in CCR, Article 5, Inmate Discipline. Dependant upon the STG status/designation of the inmate, the completed CDC Form 115 shall be referred to the STG Committee or ICC for review of the inmate's activities/behavior, as described in Sections 600.2, 600.3, 600.4, 700.1 or 800.2.
- (c) STG behavior or activity determined to have occurred outside the jurisdiction of the department or formal disciplinary process shall be documented in a CDCR Form 128-B, General Chrono (confidential chrono, if appropriate). Investigators shall establish reliability per CCR Section 3321 when confidential information is used and shall be recorded within the chrono. The completed CDC Form 128-B shall be referred to the STG Lieutenant for consideration of validation and/or SDP placement.

Section 1000. Renunciation Process for Placement on Sensitive Needs Yards.

The process by which a non-validated inmate affirms and declares their disassociation with past, current, and future Security Threat Group bonds, recognition, participation, and illicit behavior. Within the CDCR, this process is completed using the CDCR Form 128-B STG5, Renunciation of STG Affiliation, Association, and Illicit Behavior (Attachment W).

The renunciation process is a standard prerequisite for non-validated inmates requesting special housing consideration based upon personal safety concerns.

Inmates shall sign the CDCR Form 128-B STG5 prior to approval by ICC and endorsement by the CSR for transfer.

Section 1100. Changes to DOM, Chapter 6 – Adult Classification.

(a) ARTICLE 1 – RECEPTION CENTERS

1) *Section 61010.11.2 Background Factors* is being revised as follows:

Method of Verification Code. Apply the letter code that is most indicative of the STG activity in Box 38. Use the letter code provided. Indications of street gang/disruptive group activity are:

Code A - Self admission.

Code B - Tattoos and Symbols. Body markings, hand signs, distinctive clothing, graffiti, etc., which have been identified by STG investigators as being used by and distinctive to specific STGs.

Code C - Written Material. Any material or documents evidencing STG activity such as the membership or enemy lists, constitutions, organizational structures, codes, training material, etc., of specific STGs or addresses, names, identities of validated STG affiliates.

Code D - Photographs. Individual or group photographs with STG connotations such as those which include insignia, symbols, or validated STG affiliates.

Code E – Staff Information. Documentation of staff's visual or audible observations which reasonably indicate STG activity as described in Section 3314(a)(3)(L) and (M), Administrative Rules Violations, STG Contraband and Behavior; or Section 3315(a)(3)(Y) and (Z), Serious Rules Violations, STG Behavior, in accordance with Section 1200 of this Instructional Memorandum.

Code F - Other agencies. Information evidencing STG affiliation provided by other agencies including, but not limited to, police reports, crime reports, or arrest reports evidencing STG conduct, which have not been submitted, considered, and incorporated within received court documents.

Code G - Association. Information related to the offender's association with validated STG affiliates. The association shall be more than a chance encounter or an innocuous association, but rather, an occurrence, pattern or history of encounters that involve STG behavior and/or conducting STG related business. Direct contact with a validated STG affiliate is not necessary to show this association.

Code H - Offenses. The circumstances of an offense evidence STG activity such as an offense being between rival gangs, the victim is a verified STG affiliate, or the inmate's crime partner is a verified STG affiliate.

Code I - Legal documents. Probation officer's report or court transcripts evidencing STG activity.

Code J - Communications. Documentation of telephone conversations, conversations between inmates, mail, greeting cards, notes, or other communication, including coded messages evidencing STG activity.

Do not assess points for an inmate's housing preference as may be noted on the CDCR Form 1882, Initial Housing Review. Housing preference alone is not indicative of STG/disruptive group activity.

2) *Section 61010.11.7 CSR Action*

Administrative Determinants are being modified. The GAN code is being replaced with:

STG. Security Threat Group. Documentation establishes that the inmate's STG level designation may require special attention or placement consideration.

New administrative determinates are being implemented as follows:

MONitored. Documentation establishes that the inmate's monitored status reflects completion of the SDP and requires special attention or placement considerations.

IMO. Inactive Monitored. Documentation establishes that the inmate was released from SHU prior to the implementation of the SDP and requires special attention or placement considerations.

(b) *ARTICLE 2 – CASE CONSIDERATIONS*

1) *Section 61020.3 CDCR Form 812, 812-A, 812-B, and 812-C*

Section 61020.3 and all other references to CDC Forms 812-A and 812-B are being removed as it has been determined these forms are obsolete and staff will no longer be required to complete them. Existing forms in the central file should not be removed at this time.

CDCR Form 812 has been modified and is attached as Attachment U.

2) *Section 61020.6 Prison Gang Information Documentation on CDC Form 812-A, Notice of Critical Information-Prison Gang Identification*

Section 61020.6 is being eliminated in its entirety.

3) *Section 61020.19.9 CSR Action*

Administrative Determinants are being modified. The GAN code is being replaced with:

STG. Security Threat Group. Documentation establishes that the inmate's STG level designation may require special attention or placement consideration.

New administrative determinates are being implemented as follows:

MONitored. Documentation establishes that the inmate's monitored status reflects completion of the SDP and requires special attention or placement considerations.

IMO. Inactive Monitored. Documentation establishes that the inmate was released from SHU prior to the implementation of the SDP and requires special attention or placement considerations.

4) *Section 61020.20.8 CSR Action*

Administrative Determinants are being modified. The GAN code is being replaced with:

STG. Security Threat Group. Documentation establishes that the inmate's STG level designation may require special attention or placement consideration.

New administrative determinates are being implemented as follows:

MONitored. Documentation establishes that the inmate's monitored status reflects completion of the SDP and requires special attention or placement considerations.

IMO. Inactive Monitored. Documentation establishes that the inmate was released from SHU prior to the implementation of the SDP and requires special attention or placement considerations.

(c) *ARTICLE 5 — CLASSIFICATION PROCESS*

1) *62010.8.6 Security Threat Group Unit Classification Committee*

Section 62010.8.6 is a new section that is being added to establish a new classification committee. The language in this section will be as follows:

Each institution shall establish a STG Unit Classification Committee to provide a due process review of STG validations. This committee will review other actions related to intelligence information, discipline and housing or program placement of validated STG affiliates.

A. Composition

STG unit classification committees shall consist of:

- Captain (Chairperson)
- Correctional Counselor II (Recorder)
- Correctional Counselor I

B. Functions

i. STG Unit Classification Committees shall:

- Review all STG validation packages for accuracy, compliance, and to ensure due process requirements have been met in accordance with this pilot program, DOM, and various CCR Sections.
- Review any Drop-out STG affiliate's new disciplinary behavior for appropriate housing or program due to documented nexus to STG behavior noted in the RVR or other source items of intelligence.

- Review information/intelligence received from outside law enforcement agencies or which occurred outside CDCR jurisdiction to ensure disciplinary processes or formal documentation were applied, when appropriate.
 - Refer validated STG cases to ICC for placement consideration in the Step Down Program.
 - Respond to STG validation related inmate appeals.
- ii. Institution Classification Committee shall:
- Review the Validation Package and the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Validation).
 - Review the CDCR Form 115, Rules Violation Report regarding STG Related Behavior
 - Review the CDCR Form 115, Rules Violation Report and the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Monitored, Inactive, Inactive-Monitored, or Drop-out Status)
 - Review the CDCR Form 128-G1, Security Threat Group Unit Classification Committee – Results of Hearing (Confirmed STG Behavior or Intelligence)
 - The committee shall determine an inmate's housing and program needs.

Section 1200. Revisions to California Code of Regulations, Title 15.

Section 3023, Security Threat Group Activity, will be amended to read:

- (a) Security Threat Groups jeopardize public safety, as they promote violence, drug trafficking, extortion, and create substantial risks in prisons, jails and local communities. STG management within prisons requires a comprehensive management that includes prevention, interdiction and rehabilitation. It is the policy of CDCR to ensure that its employees and inmates are able to work and live without fear of intimidation, injury, and/or death.
- (b) CDCR has zero tolerance for any STG activity or behavior within its institutions. The STG Identification, Prevention, and Management Policy of the CDCR recognizes that STG groups and STG group-like activity pose a significant risk to the safety, security, and orderly operation of its institutions.
- (c) Inmates and parolees shall not knowingly promote, further or assist any STG.
- (d) For the purpose of specific STG participant identification, the department categorizes STGs into the levels STG-I or STG-II as defined in Attachment A. Participation levels within an STG are further categorized in status as members, associates, suspects, and monitored as defined in Attachment A.
- (e) Inmates shall not conspire, attempt, or participate in behavior or activities specifically identified in Section 3314(a)(3)(L) and 3314(a)(3)(M), Administrative Rules Violations, STG Contraband and Behavior; or Section 3315(a)(3)(Y) and 3315(a)(3)(Z) Serious Rules Violations, STG Behavior, as outlined in section 1200 of this Instructional Memorandum.

Section 3043.4 Non-Credit Earning, will be amended to read:

- (b) An inmate who is placed in SHU, PSU, or ASU for misconduct described in subsection (c) or upon validation as a STG-I member or associate is ineligible to earn credits pursuant to Penal Code section 2933 or 2933.05 during the time he or she is in the SHU, Psychiatric Services Unit (PSU), or ASU for that misconduct.

Section 3044, Inmate Work Groups, will be amended to read:

(b)(7) Work Group D-2: Lockup Status. Inmates placed in SHU, PSU, or ASU for misconduct described in Penal Code section 2933.6 or upon validation as a STG-I member or associate are ineligible to earn credits during placement in SHU, PSU, or ASU. Inmates placed in SHU, PSU, or ASU due to any other serious disciplinary infraction are ineligible to earn credits for a period not to exceed the number of disciplinary credits forfeited. Zero credit.

(e)(3) Privileges for Privilege Group B are as follows:

(e)(3)(C) Seventy-five percent (75%) of the maximum monthly canteen draw as authorized by the secretary.

(g) Privilege Group D:

(g)(1) Criteria: Any inmate, other than validated STG affiliates participating in the SDP, housed in a special segregation unit, voluntarily or under the provisions of sections 3335-3345 of CCR, Title 15 who is not assigned to either a full-time or half-time assignment.

Section 3314 Administrative Rule Violations, will be amended to read:

(a)(3) Administrative rule violations include but are not limited to:

(a)(3)(L) Security Threat Group Contraband: Possessing or displaying any distinctive materials, symbols, clothing, signs, colors, artwork, photographs, or other paraphernalia associated with any Security Threat Group.

(a)(3)(M) Security Threat Group Behavior: Demonstrating or exhibiting any unique behaviors clearly associated with a STG that promotes, furthers or assists any Security Threat Group.

(j) If the hearing official finds the inmate guilty of a rule violation which includes a nexus to a STG, a copy of the completed RVR shall be forwarded to the STG Lieutenant.

Section 3315, Serious Rule Violations, is amended to read:

(a)(3) Serious rule violations include but are not limited to:

(a)(3)(Y) Security Threat Group Directing or Controlling Behavior: Demonstrating activity, behavior or status as a recognized member and/or leader of an STG, which jeopardizes the safety of the public, staff, or other inmate(s), and/or the security and order of the institution.

(a)(3)(Z) Security Threat Group Disruptive or Violent Behavior: Demonstrating involvement in activities or an event associated with a STG, which jeopardizes the safety of the public, staff, or other inmate(s), and/or the security and order of the institution.

(h) If the hearing official finds the inmate guilty of a rule violation which includes a nexus to a STG, a copy of the completed RVR shall be forwarded to the STG Lieutenant.

Section 3321, Confidential Material, is amended to read:

(a) The following types of information shall be classified as confidential:

- (a)(5) A STG debrief report, reviewed and approved by the debriefing subject, for placement in the confidential section of the central file.

Section 3323, Disciplinary Credit Forfeiture Schedule, is amended to read:

(b) Division "A-1" offenses; credit forfeiture of 181-360 days.

- (b)(10) Behavior or activities defined as a division "A-1" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(c) Division "A-2" offenses; credit forfeiture of 151-180 days.

- (c)(10) Behavior or activities defined as a division "A-2" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(d) Division "B" Offenses; credit forfeiture of 121-150 days.

- (d)(13) Behavior or activities defined as a division "B" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(e) Division "C" offenses; credit forfeiture of 91-120 days.

- (e)(14) Behavior or activities defined as a division "C" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(f) Division "D" offenses; credit forfeiture of 61-90 days.

- (f)(16) Acting in a STG Leadership Role displaying behavior to organize and control other offenders.

- (f)(17) Behavior or activities defined as a division "D" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(g) Division "E" offenses; credit forfeiture of 31-60 days.

- (g)(11) Behavior or activities defined as a division "E" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

(h) Division "F" offenses; credit forfeiture of 0-30 days.

- (h)(11) Harassment of another person, group, or entity either directly or indirectly through the use of the mail, telephone, or other means.

(h)(12) Security Threat Group Behavior or Activity.

- (A) Recording/documentation of telephone conversation evidencing active STG behavior;
- (B) Communication between offenders regarding STG behavior or activities;
- (C) Directing Active Participation in STG Roll Call;
- (D) Directing Cadence for STG Group Exercise;

- (E) Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, or other items with the intent to intimidate, promote membership, or depict affiliation in a STG.
- (F) In possession of self-created or original artwork clearly depicting recognized STG symbols;
- (G) In personal possession of STG related written material including membership or enemy list, constitution, organizational structures, codes, training material, etc.;
- (H) In personal possession of mail, notes, greeting cards, or other communications including coded messages evidencing active STG behavior.

(h)(13) Behavior or activities defined as a division "F" offense that promotes, furthers, or assists a STG or demonstrates a nexus to the STG.

Section 3341.5, Segregated Program Housing Units, is amended to read:

(c)(2) Length of SHU confinement. Assignment to a SHU may be for an indeterminate or a fixed period of time.

(c)(2)(A) Indeterminate SHU Segregation.

(c)(2)(A)2. Except as provided at section 3335(a), a validated STG-I member, a validated STG-I associate with current STG behavior/activity (in accordance with Section 600 of this Instructional Memorandum), or a validated STG-II member or associate with repetitive STG behavior/activity (in accordance with Section 600 of this Instructional Memorandum), is deemed to be a severe threat to the safety of others or the security of the institution and will be placed in a SHU for an indeterminate term.

Section 3376.1, Departmental Review Board, is amended to read:

(d) Referrals shall be made to the DRB when:

(d)(8) An institution head believes a DRB level decision for placement of an inmate is required to address alternative housing for an inmate who has completed steps 1-4 of the SDP and transfer to a Level IV 180-design institution is not warranted.

3377.2, Criteria for Assignment of Close Custody, is amended to read:

(b) Close Custody Case Factor Criteria:

(b)(5) An inmate assigned to step 5 of the SDP shall be required to undergo a period of observation and be designated by classification committee action as a Close B custody inmate for the entire period of time assigned in step 5 (unless case factors require a more restrictive designation of Close A).

Section 3378. Documentation of Critical Case Information:

In Section 3378, the requirement for completion of the CDC Forms 812-A and 812-B are eliminated.

STATEMENT AS TO DURATION OF THE PILOT PROGRAM

The Security Threat Group Identification, Prevention, and Management Plan Pilot Program will remain in effect for 24 months from the date of filing with the Secretary of State. An on-going evaluation will be completed by DAI/OCS to determine the effectiveness of this program.

Original Signed By:

KATHLEEN L. DICKINSON
Director
Division of Adult Institutions

Original Signed By:

ANTHONY CHAUS, Chief
Office of Correctional Safety

Attachments

Authority cited: Penal Code Section 5058.1. Reference: Penal Code Section 5058.1.

cc: Terri McDonald
Ben Rice
Brigid Hanson
Margarita Perez
George Giurbino

ATTACHMENT

A

Security Threat Group Definitions

Security Threat Group (STG)

Any ongoing formal or informal organization, association or group of three or more persons which has a common name or identifying sign or symbol whose members and/or associates, individually or collectively, engage or have engaged, on behalf of that organization, association or group, in two or more acts which include, planning, organizing, threatening, financing, soliciting or committing unlawful acts of misconduct classified as serious pursuant to the California Code of Regulations (CCR), Title 15, Division 3, Section 3315.

Affiliate

Individual offenders identified as members, associates, or monitored who are connected or interact with a certified STG.

Certification

The formal designation of a group or gang as a security threat group based upon a STG Threat Assessment conducted by the Office of Correctional Safety (OCS).

Confirmed STG Behavior

STG behavior which is discovered and confirmed to have occurred. Confirmation can be obtained through two processes; 1) a guilty finding in a STG related Rules Violation Report; and/or 2) any document that clearly describes STG behavior/activities incorporated within the validation or continued STG behavior package; submitted to the OCS for Special Agent assessment and recommendation; and which is affirmed by an STG Unit Classification Committee.

Debriefing

The formal process by which a STG coordinator/investigator determines whether an offender has abandoned STG affiliation and dropped out of the STG. A subject shall only be debriefed upon their request, although staff may ask if he or she wants to debrief.

Dropout

A validated affiliate who is either a STG-I member or associate or an STG-II affiliate who is currently assigned to the Step Down Program, or has completed the Step Down Program, who has abandoned STG affiliation. This identification as a dropout requires the inmate to have cooperated in, and successfully completed the debriefing process.

Gang

Any ongoing formal or informal organization, association or group of three or more persons which has a common name or identifying sign or symbol whose members and/or associates, individually or collectively, engage or have engaged, on behalf of that organization, association or group, in two or more acts which include, planning, organizing, threatening, financing, soliciting or committing unlawful acts of misconduct outside of the California Department of Corrections and Rehabilitation jurisdiction.

Inactive Status Affiliate

A validated affiliate who was released from SHU prior to implementation of the Step Down Program. This inmate was not previously identified as having been involved in gang related activity for a period of six years, was reviewed by a Departmental Review Board and released from the SHU.

Inactive-Monitored Status Affiliate

A validated affiliate who was released from SHU concurrent to the implementation of the Step Down Program through a Case by Case Review.

Prison Gang

Any gang which originated and has its roots within the department or any other prison system. Credit earning for validated prison gang members and associates housed in ASU, SHU, PSU, or BMU as referenced in Penal Code Section 2933.6 shall now apply to inmates validated as STG-I members or associates who are housed in ASU, SHU, PSU, or BMU.

Renunciation

The process in which a non-validated inmate affirms and declares their disassociation with past, current, and future Security Threat Group bonds, recognition, participation, and illicit behavior. The renunciation process is a standard prerequisite for non-validated inmates requesting special housing consideration based upon personal needs or safety concerns.

Security Threat Group I (STG-I)

A term used to identify and prioritize the level of threat the group presents that affects the safety and security of the institution and public safety. STG-I designation will be reserved for STGs that pose the greater of these threats. STG-I designations include, but may not be limited to, traditional prison gangs or similar disruptive groups or gangs that the department has determined to have a history and propensity for violence and/or influence over subservient STGs.

Security Threat Group II (STG-II)

A term used to identify and prioritize the level of threat the group presents that affects the safety and the security of the institution and public safety. The STG-II designation may include, but is not limited to, traditional disruptive groups/street gangs.

Security Threat Group (STG) Administrative Directive

An administrative order, approved by the Secretary (or designee) of the CDCR, declaring a group's threat to the safety of staff, inmates, and the security of the institution based on a documented history of, and future propensity for violence.

Security Threat Group Associate

Any offender who, based on documented evidence, is involved periodically or regularly with the members or associates of a STG. STG associates will be identified by the STG Investigator through the validation process and reviewed by OCS. This identification requires at least three (3) independent source items with a combined weighted value of 10 points or greater coupled with information/activity indicative of an associate. Validation of an offender as an associate of a STG-I shall also require that at least one (1) source item be a direct link to a current or former validated member or associate of the STG, or to an offender or any person who is validated by the department within six (6) months of the established or estimated date of activity identified in the evidence considered.

Security Threat Group Behavior

Any documented behavior that promotes, furthers, or assists a STG. Conduct of any person that leads to and includes the commission of an unlawful act and/or violation of policy demonstrating a nexus to a STG.

Security Threat Group Committee

A unit classification committee responsible to review STG validation packages, after submission by the local STG Investigator and evaluation by OCS. The STG Committee will establish validation status (e.g., validated, rejected) and assign the level of the validation (e.g., member, associate). In addition, this committee will review other actions related to discipline and housing or program placement of validated STG affiliates.

Security Threat Group Member

Any offender who, based on documented evidence, has been accepted into membership by a STG. STG Members will be identified by the STG Investigator through the validation process and reviewed by OCS. This identification requires at least three (3) independent source items with a combined weighted value of 10 points or greater coupled with information/activity indicative of a Member. Validation of an offender as a Member of a STG-I shall also require that at least one (1) source item be a direct link to a current or former validated member or associate of the STG, or to an offender or any person who is validated by the department within six (6) months of the established or estimated date of activity identified in the evidence considered.

Security Threat Group Monitored

Any inmate who has successfully completed Steps 1-4 in the Step Down Program and has been released from the Security Housing Unit.

Security Threat Group Suspect

Any offender who, based on documented evidence, is suspected of being involved in or assisting a STG in the commission of STG behaviors in violation of CDCR policy. The STG suspect is tracked by STG Investigative staff pending validation. Suspects have attained two or more points and would not be officially validated but tracked for intelligence purposes.

Step Down Program (SDP)

Provides inmates placed in the Security Housing Unit (SHU) due to STG validation and/or documented STG behaviors, with a program which includes increased incentives to promote positive behavior including discontinuing participation in STG activities, with the ultimate goal of release from the SHU.

Step Down Program, Step 1 and 2 SHU

First two of five steps in the step down process, generally accomplished within 12 months for each step, dependent upon compliance with program objectives. A SHU program specifically designated for housing of STG affiliates determined to pose a threat to the safety of staff, inmates, and the public, in addition to security of the prison based upon intelligence and/or confirmed STG behaviors. This housing designation is intended to segregate the most influential inmates and those who represent the greatest threat to others and institutional security. A high level of monitoring is placed on all avenues of communication during these steps.

Step Down Program, Step 3 and 4 SHU

Two of five steps in the step down process with a minimum of 12 months in each step dependent upon successful completion of program requirements. A SHU program specifically designated for housing of STG affiliates who have completed steps 1 and 2 but based upon prior behavior are deemed to pose a continued threat to the safety of staff, inmates, and the public, in addition to security of the prisons. This housing designation is intended to begin reintegration of the STG affiliates by offering program and privilege incentives within a controlled setting and monitoring of program progress.

Step Down Program, Step 5 General Population or SNY Housing

Upon successful completion of all four steps, as determined by Institutional Classification Committee (ICC) and based on individual inmate behavior, the inmate will be referred to the Classification Staff Representative (CSR) for endorsement to a Level IV, 180 design facility (male inmates only) for a 12-month observation period, regardless of the inmate's placement score. After completion of the 12-month observation period with no evidence of continued STG involvement, the inmate may be placed in a facility consistent with their placement score and case factors.

STG Threat Assessment

An official assessment conducted by the OCS for use in the STG certification process. This

threat of violence and/or other serious STG behaviors, poses an immediate clear and present danger to the safety of any person or the security of the prison.

Validation

The formal and objective process for identifying and documenting STG affiliates. Validation is the term used to describe the quality control review of STG identifications and is done to ensure that STG affiliate identifications are in compliance with departmental regulations.

ATTACHMENT

B

NAME:

NUMBER:

INSTITUTION:

NOTICE OF CONDITIONS OF INACTIVE MONITORED STATUS

You are being scheduled for review by the Departmental Review Board (DRB) for a Security Threat Group (STG) case-by-case review. Based upon a review of STG related behavior/activity during the proceeding four years, the DRB may elect to conditionally release you from a Security Housing Unit (SHU) to a general population facility.

You are hereby notified that as a condition of your release to the general population, you will be required to submit to a photograph of all tattoos and body markings and you must refrain from participation in any gang activity or association with any known gang/STG affiliates.

Any future involvement in STG behavior such as a finding of guilt in two administrative rules violation reports within a 12-month period with an STG nexus; or one serious rules violation with a STG nexus as described on the STG Disciplinary Matrix; or involvement in confirmed behavior, activity or intelligence with a STG nexus as described in the STG Disciplinary Matrix with source items totaling at least 10 points within the past four years and identified subsequent to the validation process will result in your placement into the Step Down Program. The following are examples of behaviors listed in the Disciplinary Matrix:

1. Self-admission of STG involvement / association.
2. Any new tattoos or body markings deemed to be STG related.
3. Use of hand signs, distinctive clothing, graffiti, etc., which have been identified by STG coordinators/investigators as being used by and distinctive to specific STGs.
4. Possession of any material or document evidencing STG affiliation such as membership or enemy lists, constitutions, organizational structures, codes, training material, etc., of specific STGs.
5. Possession of individual or group photographs with STG connotations such as those which include insignia, symbols, or validated STG affiliates.
6. Documentation by staff of visual or audible observations, which reasonably indicate continued behavior and association with STG affiliates as outlined in the California Code of Regulations (CCR), Title 15, Section 3378(c).
7. Confidential information indicative of STG behavior or activity that meets the criteria set forth in the CCR, Title 15, Section 3321 that evidences STG behavior or activity with a STG.

You are advised to relinquish to prison staff any materials in your property that meet the above conditions of your release to the general population. Should any of these items be found in your property at any time, they will be viewed as potential evidence of current STG behavior.

I have read and understand the above conditions of my release to a general population facility. I understand that a serious violation or pattern of administrative violations may result in my being placed into a SHU Step Down Program.

In signing this contract, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate

Date

Signature of staff witness

Date

Orig: Central File
Cc: Receiving Institution
Inmate

ATTACHMENT

C

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
SECURITY THREAT GROUP CERTIFICATION WORKSHEET

A. NAME OF GROUP

B. NAME OF INSTITUTION

C. HISTORY OF INCIDENTS, BEHAVIORS, AND ACTIONS OF THE GROUP

(Narrative - be specific with dates, incident log numbers, etc.)

D. NUMBER OF OFFENDERS INVOLVED

E. CURRENT HOUSING OF OFFENDERS IN GROUP

(GP, SNY, ASU)

F. DESCRIPTION OF HISTORY AND PHILOSOPHIES (if known)

(Narrative - be specific with dates and document descriptions where this information was collected from)

G. DESCRIPTION OF RANKING STRUCTURE

(Narrative - be specific)

H. DESCRIPTION OF RECRUITMENT METHODS OR STRATEGIES

(Narrative - be specific with dates and document descriptions where this information was collected from)

I. DESCRIPTION OF IDENTIFYING SIGNS AND SYMBOLS

(Narrative - be specific with descriptions and photographs (if available))

J. ROSTER OF MEMBERS/ASSOCIATES/SUSPECTS

(Separate list may be attached)

For items C, F, G, H, and I - Submit copies of documentation supporting the statements included on this worksheet.

K. STAFF COMPLETING FORM

NAME:

RANK:

DATE:

L. SIGNATURE OF APPOINTING AUTHORITY

John Q. Public
Warden
California State Prison

DATE:

ATTACHMENT

D

Memorandum

Date :

To : Associate Directors, DAI
WardensSubject: **SECURITY THREAT GROUP ADMINISTRATIVE DIRECTIVE**

The Office of Correctional Safety (OCS) has received a request to designate the _____ group as a Security Threat Group. A formal threat assessment has been completed and there is sufficient information to designate the _____ group as a Security Threat Group I (STG-I). This document is official notification, the California Department of Corrections and Rehabilitation has certified the _____ group as an STG-I.

Please direct your staff to identify those offenders who have been previously validated by the OCS as Members of the _____ group, and place them in the Administrative Segregation Unit (ASU) pending program review.

Policy mandates that all validated STG-I Members be classified and referred to for placement in the Step Down Program. This policy shall be applied to offenders who are identified as _____ members. Those offenders validated as _____ associates shall be reviewed to determine if current disciplinary history (within the previous 4 years) exists that may warrant consideration for placement in the Step Down Program.

If you have any questions or require additional information, please contact your Associate Director.

MATTHEW L. CATE
Secretary

cc: T. McDonald, Undersecretary
K. Dickinson, Director
T. Chaus, Chief

ATTACHMENT

E

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

Advisement of Expectations

It is the mission of the California Department of Corrections and Rehabilitation (CDCR) to preserve public safety and provide offenders with opportunities to take responsibility for their lives and improve their chances of becoming productive members of the community.

The CDCR maintains a zero tolerance for gang and security threat group activities and behavior. Within the CDCR, prison gangs, street gangs, and disruptive groups are referred to as Security Threat Groups (STG). CDCR maintains a pro-active approach to STG management.

Offenders found guilty of violating criminal or administrative statutes shall be dealt with in a manner consistent with department policy. This shall include, but not be limited to, loss of privileges, increase in custody level, loss of work credits, segregation from the general population, and/or referral for criminal prosecution.

It is your responsibility to abstain from activities that assist, promote, or endorse any STG within or outside this facility/institution. Your responsibility includes familiarizing yourself with laws and regulations that govern STG activity including the Security Threat Group Instructional Memorandum, California Code of Regulations (CCR), Title 15, Division 3, Sections 3000, 3023, 3314, 3315, 3323, 3341.5, and 3378, and Department Operations Manual Chapter 5, Article 22. Some of which are outlined below.

CCR (Pilot), Section 3314, Administrative Rule Violations, states in part:

- (a)(3) Administrative rule violations include but are not limited to:
 - (a)(3)(L) Security Threat Group Contraband: Possessing or displaying any distinctive materials, symbols, clothing, signs, colors, artwork, photographs, or other paraphernalia associated with any Security Threat Group.
 - (a)(3)(M) Security Threat Group Behavior: Demonstrating or exhibiting any unique behaviors clearly associated with a STG that promotes, furthers or assists any Security Threat Group.

Examples of this behavior or activities include:

- ❖ Active Participation in STG Roll Call;
- ❖ Participating in STG Group Exercise;
- ❖ Using hand signs, gestures, handshakes, slogans, distinctive clothing, graffiti which specifically relate to an STG;
- ❖ In Possession of Artwork (other than self created and not original) clearly depicting recognized STG symbols;
- ❖ In Possession of Photographs that depict STG Association. Must include STG connotations such as insignia, symbols, or other validated STG affiliates.

CCR (Pilot), Section 3315, Serious Rule Violations, states in part:

- (a)(3) Serious rule violations include but are not limited to:
 - (a)(3)(Y) Security Threat Group Directing or Controlling Behavior: Demonstrating activity, behavior or status as a recognized member and/or leader of an STG, which jeopardizes the safety of the public, staff, or other inmate(s), and/or the security and order of the institution.
 - (a)(3)(Z) Security Threat Group Disruptive or Violent Behavior: Demonstrating involvement in activities or an event associated with a STG, which jeopardizes the safety of the public, staff, or other inmate(s), and/or the security and order of the institution.

CCR (Pilot), Section 3323, Disciplinary Credit Forfeiture Schedule, states in part:

- (h) Division "F" offenses; credit forfeiture of 0-30 days.

- (h)(11) Harassment of another person, group, or entity either directly or indirectly through the use of the mail, telephone, or other means.
- (h)(12) Security Threat Group Behavior or Activity.
 - (A) Recording/documentation of telephone conversation evidencing active STG behavior;
 - (B) Communication between offenders regarding STG behavior or activities;
 - (C) Directing Active Participation in STG Roll Call;
 - (D) Directing Cadence for STG Group Exercise;
 - (E) Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblems, badges, symbols, signs, or other items with the intent to intimidate, promote membership, or depict affiliation in a STG.
 - (F) In possession of self-created or original artwork clearly depicting recognized STG symbols;
 - (G) In personal possession of STG related written material including membership or enemy list, constitution, organizational structures, codes, training material, etc.;
 - (H) In personal possession of mail, notes, greeting cards, or other communications including coded messages evidencing active STG behavior.

The CDCR will review all criminal gangs and disruptive groups and assign a Security Threat Group level to each.

STG-I will consist of criminal gangs and/or historically based prison gangs that the CDCR has determined to be the most severe threat to the security of the institutions and communities based on a history and propensity for violence and/or influence over other groups. Based upon their individual threat, clandestine operations, and influence over other STG affiliates, inmates who are validated as STG-I members will be housed in segregated housing based solely upon their validation. Validated STG-I associates will normally remain housed in general population unless confirmed STG behavior or activities, some of which are described above, are present. If these behaviors or activities are present, the STG-I associate will be considered for segregated housing and placement into a five year step down program.

STG-II will consist of other criminal gangs such as street gangs or disruptive groups comprised of members and associates who may be determined to be in a subservient role to the more dominant STG-I type groups. Validated STG-II members or associates will remain housed in general population unless two or more confirmed STG behavior or activities are present. If these behaviors or activities are present, the STG-II member or associate will be considered for segregated housing and placement into a five year step down program.

I have been provided a copy of this document.

Offender Signature	CDCR #	Date Signed
--------------------	--------	-------------

Inmate Refused to Sign

Printed Staff Name	Signature	Date
--------------------	-----------	------

ATTACHMENT

F

SECURITY THREAT GROUP IDENTIFICATION SCORE SHEET

A. SUBJECT NAME AND IDENTIFICATION NUMBER

NAME: _____ ID# _____ INSTITUTION: _____

B. SECURITY THREAT GROUP IDENTIFIED AS:

C. IDENTIFICATION CRITERIA AND VALUE

SYMBOLS	___ X 2 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
WRITTEN MATERIALS (Not in Possession)	___ X 2 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
ASSOCIATION	___ X 3 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
INFORMANTS	___ X 3 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
DEBRIEFING REPORTS	___ X 3 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
WRITTEN MATERIALS (Personal Possession)	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
PHOTOGRAPHS	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
STAFF INFORMATION	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
OTHER AGENCIES	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
VISITORS	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
COMMUNICATION	___ X 4 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
SELF ADMISSION	___ X 5 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
OFFENSES	___ X 6 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
TATTOOS AND/OR BODY MARKINGS	___ X 6 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____
LEGAL DOCUMENTS	___ X 7 =	<input type="checkbox"/> <input type="checkbox"/>	Source Doc: _____

IDENTIFICATION CRITERIA TOTAL:

Information obtained from a CDCR 128-B2 Yes No. If Yes, 128-B2 dated: ___/___/___

D. STG-I LEVEL OF IDENTIFICATION

10 + POINTS (Using 3 independent source items) <input type="checkbox"/> MEMBER <input type="checkbox"/> ASSOCIATE <input type="checkbox"/> DIRECT LINK (Required)	2 to 9 POINTS <input type="checkbox"/> SUSPECT
--	---

E. STG-II LEVEL OF IDENTIFICATION

10 + POINTS (Using 3 independent source items) <input type="checkbox"/> MEMBER <input type="checkbox"/> ASSOCIATE	2 to 9 POINTS <input type="checkbox"/> SUSPECT
--	---

F. STAFF COMPLETING FORM

NAME (PRINTED & SIGNATURE) _____ CLASSIFICATION/RANK _____ DATE _____

ATTACHMENT

G

NAME	CDC NUMBER	INSTITUTION/PRISON	HOUSING
------	------------	--------------------	---------

On _____ an investigation was completed into your suspected membership and/or association with a Security Threat Group (STG) I and/or STG II recognized by the California Department of Corrections and Rehabilitation as defined in Section 3000 of the California Code of Regulations. The investigation revealed sufficient evidence to identify you as a:

MEMBER ASSOCIATE DROPOUT OF THE STG I: _____ STG II: _____

An interview relative to this investigation and suspected STG affiliation shall be held not less than 72-hours from the date of this notification unless otherwise requested by you in writing. During this interview, you will be given an opportunity to be heard and have your opinion documented relative to the evidence considered in this validation. Written rebuttals may be submitted at the time of the interview.

DISCLOSURE OF EVIDENCE

The following source documents were considered in your identification as a member or associate of the aforementioned STG. All confidential documents shall be disclosed via CDC Form 1030, Confidential Information Disclosure Form. Each source document shall be identified by type (I.E. CDC 128-B, CDC 115, Confidential Report, etc.) and date of the report.

- SYMBOLS:
- WRITTEN MATERIALS (Not in Possession):
- ASSOCIATION:
- INFORMANTS:
- DEBRIEF REPORTS:
- WRITTEN MATERIALS (Personal Possession):
- PHOTOGRAPHS:
- STAFF INFORMATION:
- OTHER AGENCIES:
- VISITORS:
- COMMUNICATIONS:
- SELF ADMISSION:
- OFFENSES: (STG RELATED):
- TATTOOS AND/OR BODY MARKINGS:
- LEGAL DOCUMENTS:

Copies of all documents and/or disclosures were provided to the inmate as required per CCR Section 3378 and Departmental Operations Manual (DOM) by:

NAME	CLASSIFICATION	DATE	TIME
------	----------------	------	------

Additional comments: (Use this space to record any comments made by the inmate at the time of disclosure)

Orig: C-File
cc: OCS
STG Investigator
Inmate

DATE: _____ **SECURITY THREAT GROUP VALIDATION**
EVIDENCE DISCLOSURE AND INTERVIEW NOTIFICATION **CDCR 128B STG2**

ATTACHMENT

H

NAME: NUMBER: HOUSING: INSTITUTION:

On _____, the Security Threat Group (STG) Investigations Unit completed an investigation of Inmate _____ (CDC #) regarding his current STG status. (Hereafter _____ will be referred to as SUBJECT) Per the California Code of Regulations (CCR) Title 15, Section 3378, there is sufficient evidence to refer SUBJECT to the STG Unit Classification Committee for consideration of validation as **Member/Associate** of the _____ STG.

The following documents are being submitted relative to this investigation (provide a brief narrative of each source item directly below:

- 1) **Source Document** _____
(Narrative)
- 2) **Source Document** _____
(Narrative)
- 3) **Source Document** _____
(Narrative)

DISCLOSURE AND NOTIFICATION

Mental Health Assessment: Subject **is/is not** a participant in the MHSDS. Subject's reading level is ___ as indicated on _____ (DECS, TABE). Staff assistant **was/was not** assigned. If assigned Staff Assistant: **Staff member's name/title**, met with Subject at least 24 hours prior to the source item interview and **was/was not** present during the interview. Effective communication was achieved by utilizing simple language.

On _____, at _____ hours SUBJECT was disclosed all information being utilized in the validation process. If applicable, SUBJECT was disclosed confidential information via CDCR Form 1030, Confidential Information Disclosure Form. SUBJECT was further advised an interview regarding the information obtained during this investigation would be held not less than 72-hours from the time of the disclosure.

INTERVIEW

On _____, at approximately _____ hours SUBJECT was interviewed regarding the documents utilized in the validation package. SUBJECT **provided/did not provide** a written response addressing all documents used in the review process.

CONCLUSION

Upon reviewing the written response and after a thorough review of the evidence, it was determined SUBJECT'S claims **have/have no** merit and **warrant/do not warrant** further investigation.

The STG Investigator has concluded there **is/is not** sufficient evidence to support referral to OCS and the STG Unit Classification Committee for consideration of validation as a **member/associate** of the _____ STG.

The aforementioned information will be forwarded to the Office of Correctional Safety for review of SUBJECT'S STG validation.

STG Investigator

STG Lieutenant

Orig: C-File
cc: OCS
Investigative Unit
Inmate

**SECURITY THREAT GROUP VALIDATION
CHRONO**

CDCR 128B STG3

DATE:

ATTACHMENT

I

CONFIDENTIAL INFORMATION DISCLOSURE FORM

INMATE NUMBER: _____ INMATE NAME: _____ INSTITUTION: _____

1) Use of Confidential Information.

Information received from a confidential source(s) has been considered in the:

- a) CDC Form 115, Rules Violation Report (log number _____),
dated _____ submitted by _____ (Staff Name & Title) _____.
- b) CDC Form 114-D, Order and Hearing for Placement in Segregated Housing dated _____.
- c) Validation Package as a Member/Associate of the _____ Security Threat Group.

2) Reliability of Source.

The identity of the source(s) cannot be disclosed without endangering the source(s) or the security of the institution. This information is reliable because:

- This source has previously provided confidential information, which has proven to be true.
- This source participated in and successfully completed a Polygraph examination.
- More than one source independently provided the same information.
- This source incriminated himself/herself in a criminal activity at the time of providing the information.
- Part of the information provided by the source(s) has already proven to be true.
- Other (Explain) _____

3) Disclosure of information received.

The information received indicated the following:

(If additional space is needed, attach another sheet.)

4) Type and current location of documentation. (i.e., CDC Form 128B of 5/15/2010 in the confidential section of the central file)

STAFF SIGNATURE/TITLE

DATE DISCLOSED

ATTACHMENT

J

On _____ (Date) _____, a Security Threat Group (STG) validation package regarding subject was received from Institution STG Investigator _____ (Name) _____ at _____ (Institution) _____.

TOTAL NUMBER OF ITEMS SUBMITTED FOR REVIEW: ()

The following items **meet** the validation requirements:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)
- 7)
- 8)

TOTAL NUMBER OF ITEMS WHICH MEET VALIDATION REQUIREMENTS: ()

The following items **do not meet** the validation requirements and were/shall not be used as a basis for validation:

- 1)
- 2)
- 3)

TOTAL NUMBER OF ITEMS WHICH DO NOT MEET VALIDATION REQUIREMENTS: ()

ACTION OF REVIEWER

Pursuant to the validation requirements established in CCR, Title 15, Section 3378, _____ (Offender Name) _____ is recommended for the following action:

_____ VALIDATION _____ REJECTION OF VALIDATION

as a **Member/Associate** of the _____ (Name of the STG) _____ Security Threat Group.

SPECIAL AGENT, REVIEWER

SPECIAL AGENT, REVIEWER

PRINTED NAME

PRINTED NAME

DISTRIBUTION:

- Original – Central File
- Copy – Classification & Parole Representative/Parole Administrator I
- Copy – Institution STG Investigator/Region STG Coordinator
- Copy – Office of Correctional Safety – Special Service Unit
- Copy – Offender/Parolee date: _____ by _____

STG Unit/Institutional Classification
Committee Review Date:

Designation (i.e., STG-I (EME) Associate):

ATTACHMENT

K

SECURITY THREAT GROUP UNIT CLASSIFICATION COMMITTEE – NOTIFICATION OF HEARING

OFFENDER NAME (Last, FI):	CDCR Number:	Institution:
---------------------------	--------------	--------------

PURPOSE OF COMMITTEE HEARING:

- Validation Hearing

 Confirmed STG Behavior or Intelligence

 Monitored, Inactive, Inactive-Monitored, or Drop-out Status

An official investigation into allegations that you are a Security Threat Group (STG) member or associate has been completed. Using multiple sources of weighted evidence, disciplinary reports, other evidentiary documentation, and/or confirmed STG behavior, the STG Unit Classification Committee will be convened to determine if sufficient evidence exists to validate you as a member or associate of the _____ STG. The CDCR has a zero tolerance for STG behavior, which represents a clear and present danger to staff and other inmates, the community, and the security of the institution.

OR

As a validated inmate who is living in the general population, you are expected to refrain from participating in STG related behavior or activities. Intelligence has been received and was corroborated that you continue to participate in confirmed STG behavior that has a direct nexus to the STG that you were previously associated with. Based on this information, you are being referred to the STG Unit Classification Committee who will determine if sufficient evidence exists to demonstrate on-going participation with the _____ STG.

OR

As a validated inmate on **monitored status/ inactive status/ drop-out status** living in the general population, you are expected to refrain from participating in STG related behavior or activities. **You have been found guilty of a rule violation that may have a direct nexus to the STG or Intelligence has been received and was corroborated that you continue to participate in confirmed STG behavior that has a direct nexus to the STG that you were previously associated with.** Based on this, you are being referred to the STG Unit Classification Committee who will determine if sufficient evidence exists to support a change in your validation status from **Monitored/ Inactive/ Inactive-Monitored/ Drop-out** status to **Member/Associate** of the _____ STG.

EVIDENCE TO BE INTRODUCED (Document Type/Date):

1.	2.
3.	4.
5.	6.
7.	8.

HEARING:

Be advised that a STG Committee Hearing has been scheduled on _____. Copies of all evidence to be used in support of this committee action are attached to this notice. Upon receipt of this notice, you will have at least 72 hours to prepare for this hearing, unless you waive the preparation time, in writing. Witnesses may be allowed to attend this hearing; however, an Investigative Employee will be assigned to assist in gathering the evidence that you request in the Evidence/Witness Statements being Requested by Offender Box. If you wish to have witnesses interviewed, you are required to provide the questions to be asked. In addition, a Staff Assistant may be assigned as required per CCR, Title 15, Section 3318-Staff Assistance.

STAFF ASSISTANCE:

Name/Title of Assigned Investigative Employee:	Date Assigned:
Name/Title of Assigned Staff Assistant:	Date Assigned:

OFFENDER STATEMENT:

<input type="checkbox"/> I will appear at the STG Committee Hearing	<input type="checkbox"/> I waive my right to appear at the STG Committee Hearing
<input type="checkbox"/> I waive assignment of an Investigative Employee	
<input type="checkbox"/> I request evidence and/or witness statements	<input type="checkbox"/> I do not request any evidence or witness statements to be gathered as documented below.
	gathered.

EVIDENCE/WITNESS STATEMENTS BEING REQUESTED BY OFFENDER:

Staff Witness Name/Title: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:	Offender Witness Name/CDCR #: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:
Staff Witness Name/Title: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:	Offender Witness Name/CDCR #: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:
Staff Witness Name/Title: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:	Offender Witness Name/CDCR #: <input type="checkbox"/> Approved <input type="checkbox"/> Denied – Reason:
Other Evidence:	Other Evidence:

SIGNATURES:

Offender's Signature:	Date:
Signature/Title of Staff who Served Notice:	Date:

Distribution: Original – Offender; Copies: Central File, Correctional Counselor, STG Investigator

ATTACHMENT

L

SECURITY THREAT GROUP UNIT CLASSIFICATION COMMITTEE – RESULTS OF HEARING

OFFENDER NAME (Last, FI):	CDCR Number:	INSTITUTION:
---------------------------	--------------	--------------

VALIDATION

CONFIRMED STG BEHAVIOR
OR INTELLIGENCE

MONITORED, INACTIVE, INACTIVE-
MONITORED, OR DROP-OUT STATUS

STATEMENT OF FINDINGS:

STATEMENT OF FINDINGS:

This finding is based on the following evidence:

DEBRIEFING PROCESS:

You have the option to renounce your association with the STG by participating in the Debriefing Process and attaining “dropout” status. Debriefing is a comprehensive two step process, which includes an interview/investigative phase and an observation phase. The purpose of the debriefing interview is to provide staff with information about the STG’s structure, activities, and affiliates. A debriefing is not for the purpose of acquiring incriminating evidence against you. Failure to participate in the Debriefing Process will indicate that you are unwilling to renounce your STG affiliation and may result in placement into the Step Down Program at **Assigned SHU Institution**.

You have the option to renounce your association with the STG by participating in the Debriefing Process and attaining “dropout” status. Debriefing is a comprehensive two step process, which includes an interview/investigative phase and an observation phase. The purpose of the debriefing interview is to provide staff with information about the STG’s structure, activities, and affiliates. A debriefing is not for the purpose of acquiring incriminating evidence against you. Failure to participate in the Debriefing Process will indicate that you are unwilling to renounce your STG affiliation and may result in placement into the Step Down Program at **Assigned SHU Institution**.

STEP DOWN PROGRAM:

Provides offenders placed in a Security Housing Unit (SHU) for STG validation and/or confirmed STG behaviors, with a program and increased incentives to promote positive behavior including refraining from participation in STG activities. The Step Down Program is designed to be completed in 4 years. Completion of the Step Down Program may ultimately afford the offender with the ability to return to a GP or SNY setting.

Provides offenders placed in a Security Housing Unit (SHU) for STG validation and/or confirmed STG behaviors, with a program and increased incentives to promote positive behavior including refraining from participation in STG activities. The Step Down Program is designed to be completed in 4 years. Completion of the Step Down Program may ultimately afford the offender with the ability to return to a GP or SNY setting.

COMMITTEE REQUIREMENTS:

- Offender is not literate or non-English speaking -- Staff Assistant Required.
- Complexity is such that assistance is necessary to ensure comprehension – Staff Assistant Required.
- Disability is such that assistance is necessary for full participation in committee – Staff Assistant Required.
- Required ADA assistive devices were available to the offender during committee.

- Offender is not literate or non-English speaking -- Staff Assistant Required.
- Complexity is such that assistance is necessary to ensure comprehension – Staff Assistant Required.
- Disability is such that assistance is necessary for full participation in committee – Staff Assistant Required.
- Required ADA assistive devices were available to the offender during committee.

SIGNATURES:

Signature/Title of Committee Chairperson	Date:
Signature/Title of Committee Recorder	Date:
Offender’s Signature (Certifies that a copy of this document was received)	Date Received:

Distribution: Original: Offender; Copies: Central File, Correctional Counselor, STG Investigator

ATTACHMENT

M

SECURITY THREAT GROUP UNIT CLASSIFICATION COMMITTEE – RESULTS OF HEARING

OFFENDER NAME (Last, FI):	CDCR Number:	INSTITUTION:
---------------------------	--------------	--------------

VALIDATION

CONFIRMED STG BEHAVIOR
OR INTELLIGENCE

MONITORED, INACTIVE, INACTIVE-
MONITORED, OR DROP-OUT STATUS

STATEMENT OF FINDINGS:

STATEMENT OF FINDINGS:

This finding is based on the following evidence:

DEBRIEFING PROCESS:

You have the option to renounce your association with the STG by participating in the Debriefing Process and attaining “dropout” status. Debriefing is a comprehensive two step process, which includes an interview/investigative phase and an observation phase. The purpose of the debriefing interview is to provide staff with information about the STG’s structure, activities, and affiliates. A debriefing is not for the purpose of acquiring incriminating evidence against you. Failure to participate in the Debriefing Process will indicate that you are unwilling to renounce your STG affiliation and may result in placement into the Step Down Program at **Assigned SHU Institution.**

STEP DOWN PROGRAM:

Provides offenders placed in a Security Housing Unit (SHU) for STG validation and/or confirmed STG behaviors, with a program and increased incentives to promote positive behavior including refraining from participation in STG activities. The Step Down Program is designed to be completed in 4 years. Completion of the Step Down Program may ultimately afford the offender with the ability to return to a GP or SNY setting.

COMMITTEE REQUIREMENTS:

- Offender is not literate or non-English speaking -- Staff Assistant Required.
- Complexity is such that assistance is necessary to ensure comprehension – Staff Assistant Required.
- Disability is such that assistance is necessary for full participation in committee – Staff Assistant Required.
- Required ADA assistive devices were available to the offender during committee.

SIGNATURES:

Signature/Title of Committee Chairperson	Date:
Signature/Title of Committee Recorder	Date:
Offender’s Signature (Certifies that a copy of this document was received)	Date Received:

Distribution: Original: Offender; Copies: Central File, Correctional Counselor, STG Investigator

ATTACHMENT

N

NAME: _____ CDC NUMBER: _____ INSTITUTION: _____

On _____ (Date), _____ (Inmate Name/CDCR #) _____ was reviewed by the STG Unit Classification Committee and validated as a **Member/Associate** of the _____ (Group Name) which is **certified as a STG-I/recognized as a STG-II**.

Based upon the inmate's continued confirmed STG behavior or receipt of confirmed intelligence items, this inmate was seen by the **STG Unit Classification Committee/Institution Classification Committee** on _____ (Date) _____ to rescind his/her designation. The committee has made the following decision:

- RESCIND MONITORED STATUS – Return to Validation Status as a **Member/Associate** of the _____ (Group Name) _____.
- RESCIND INACTIVE STATUS – Return to Validation Status as a **Member/Associate** of the _____ (Group Name) _____.
- RESCIND INACTIVE-MONITORED STATUS – Return to Validation Status as a **Member/Associate** of the _____ (Group Name) _____.

Printed Name of Committee Chairperson

Signature of Chairperson

Date Signed

Distribution: Original – Central File; Copies to: Classification & Parole Representative/Parole Administrator I, Institution STG Investigator/Region STG Coordinator, Office of Correctional Safety – Special Service Unit, Offender.

(ATTACH TO ASSOCIATED CDCR FORM 128-B2 STG)
SECURITY THREAT GROUP

DATE: _____ VALIDATION/REJECTION REVIEW SUPPLEMENT _____ GENERAL CHRONO _____

ATTACHMENT

0

SECURITY THREAT GROUP UNIT CLASSIFICATION COMMITTEE – RESULTS OF HEARING

OFFENDER NAME (Last, FI):	CDCR Number:	INSTITUTION:
---------------------------	--------------	--------------

VALIDATION

CONFIRMED STG BEHAVIOR
OR INTELLIGENCE

MONITORED, INACTIVE, INACTIVE-
MONITORED, OR DROP-OUT STATUS

STATEMENT OF FINDINGS:

STATEMENT OF FINDINGS:

This finding is based on the following evidence:

DEBRIEFING PROCESS:

You have the option to renounce your association with the STG by participating in the Debriefing Process and attaining “dropout” status. Debriefing is a comprehensive two step process, which includes an interview/investigative phase and an observation phase. The purpose of the debriefing interview is to provide staff with information about the STG’s structure, activities, and affiliates. A debriefing is not for the purpose of acquiring incriminating evidence against you. Failure to participate in the Debriefing Process will indicate that you are unwilling to renounce your STG affiliation and may result in placement into the Step Down Program at **Assigned SHU Institution**.

STEP DOWN PROGRAM:

Provides offenders placed in a Security Housing Unit (SHU) for STG validation and/or confirmed STG behaviors, with a program and increased incentives to promote positive behavior including refraining from participation in STG activities. The Step Down Program is designed to be completed in 4 years. Completion of the Step Down Program may ultimately afford the offender with the ability to return to a GP or SNY setting.

COMMITTEE REQUIREMENTS:

- Offender is not literate or non-English speaking -- Staff Assistant Required.
- Complexity is such that assistance is necessary to ensure comprehension – Staff Assistant Required.
- Disability is such that assistance is necessary for full participation in committee – Staff Assistant Required.
- Required ADA assistive devices were available to the offender during committee.

SIGNATURES:

Signature/Title of Committee Chairperson	Date:
Signature/Title of Committee Recorder	Date:
Offender’s Signature (Certifies that a copy of this document was received)	Date Received:

Distribution: Original: Offender; Copies: Central File, Correctional Counselor, STG Investigator

ATTACHMENT

P

NAME and NUMBER: _____ INSTITUTION: _____

STEP DOWN PROGRAM PARTICIPANT CONTRACT (STEP 1)

Based upon your validation/STG Behavior, you have been assigned to the Security Threat Group (STG) Step Down Program (SDP). The SDP is a 5 Step program which allows offenders who have been validated as STG members or associates to remove themselves from STG activity and discontinue STG behavior; thus demonstrating to California Department of Corrections and Rehabilitation (CDCR) staff that they are no longer involved with the STG. This will afford offenders the opportunity to achieve designated privileges (see attachment) according to improvements and continuation of acceptable custodial adjustment.

As a participant in Step 1 of this program, you are required to meet the following expectations:

1. Participate in and successfully complete all mandated educational and cognitive instruction, as well as risk and educational assessment, as determined by the Institution Classification Committee (ICC).
2. Participate in all classification actions.
3. Follow all staff recommendations and directives.
4. Remain disciplinary free adhering to all departmental rules and regulations.
5. Cease any and all STG related activity including but not limited to; planning, organizing, recruiting, promoting, training, communicating in code, using known STG symbolisms, participating in and/or communicating STG activities.
6. Maintain proper hygiene and ensure living area is neat and orderly, including the bed being made when not in use.

ICC reviews will be completed after each 180 day period in the SDP. You will advance to the next step if the ICC determines you participated in the program in a sincere and significant manner and met all of the program expectations.

You may choose to enter the Debriefing Process at any time during your participation in the SDP, by notifying your counselor, Investigative Services Unit, or SDP staff.

You are advised to release to prison staff any materials in your possession which may be considered STG related. Should any of these items be found in your property at any time during your participation in the SDP, they will be viewed as evidence of continued STG behavior or other misconduct. You will be subject to appropriate disciplinary action.

If you choose not to progress through any step of the program, you may be returned to a previous step until you demonstrate both a desire and appropriate behavior for movement into the next step. Failure to maintain acceptable behavior and/or refrain from STG activity may result in the loss of privileges and/or regression to a previous step.

I have read and understand the above conditions of my participation in Step 1 of the SDP. By signing this document, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate	Date	Signature of Staff Witness	Date		

Orig: Central File
Cc: Receiving Institution
Inmate

DATE: (STEP DOWN PROGRAM CONTRACT – STEP 1) CDCR 128B SDP1

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 Security Threat Group – Step Down Program Privilege Breakdown

Privilege	SDP-Step 1	SDP-Step 2	SDP-Step 3	SDP-Step 4	SDP-Step 5
Canteen	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 25% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 30% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 40% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 50% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group, as assigned by the GP Institution.
Mail	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
Personal Property	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. Allow possession of playing cards as defined in DOM Section 54030.17.8 Games.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow plastic tumbler; plastic bowl; 1 pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and a domino game.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow photo album; and chess and checkers games	As authorized for General Population offenders.

Personal Property Package	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	Two (2) personal packages per year not to exceed 30 pounds each.	As authorized for General Population offenders.
Photo	One (1) photo upon completion of 1 year disciplinary free	One (1) photo upon successful completion of Step 1	Two (2) photos upon successful completion of Step 2	Two (2) photos upon successful completion of Step 3	As authorized for General Population offenders.
Telephone Calls	Telephone call on an emergency basis only, as determined by institution/facility staff.	One (1) telephone call allowed to an approved friend or family member upon successful completion of Step 1	Two (2) telephone calls allowed to an approved friend or family member upon successful completion of Step 2	Four (4) telephone calls allowed to a friend or family member upon successful completion of Step 3	As authorized for General Population offenders.
Television/Radio Appliances	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/radio combination unit. Clear technology only.	May possess or purchase one (1) television and one (1) radio or one (1) television/radio combination. Clear technology only.	As authorized for General Population offenders.
Yard Exercise	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Yard interaction with inmates of diverse affiliations after 6 months of programming within Step 4.	As authorized for General Population offenders.

ATTACHMENT

Q

NAME and NUMBER: _____ INSTITUTION: _____

STEP DOWN PROGRAM PARTICIPANT CONTRACT (STEP 2)

You have been approved by the Institution Classification Committee (ICC) for transition into Step 2 of the Security Threat Group (STG) Step Down Program (SDP). This Step will allow you to continue to demonstrate to CDCR staff that you are no longer involved with the STG. Movement into this step will afford you an opportunity to achieve expanded privileges (see attachment) according to acceptable custodial adjustment and positive programming.

Step 2 of the SDP will be administered from a Security Housing Unit (SHU). Meals will be consumed in your assigned cell. Showers will be allowed three times per week, except in situations of institutional emergencies. Programming during this phase will generally be conducted in the assigned cell.

As a participant in Step 2 of this program, you are required to meet the following expectations:

1. Participate in and successfully complete all mandated educational and cognitive instruction as determined by the ICC.
2. Attend all classification actions.
3. Follow all staff recommendations and directives.
4. Remain disciplinary free adhering to all departmental rules and regulations.
5. Cease any and all STG related activity including but not limited to; planning, organizing, recruiting, promoting, training, communicating in code, using known STG symbolism, participating in and/or communicating STG activities.
6. Maintain proper hygiene and ensure living area is neat and orderly, including the bed being made when not in use.

ICC reviews will be completed after each 180 day period in the SDP. You will advance to the next step if the ICC determines you participated in the program in a sincere and significant manner and met all of the program expectations.

You may choose to enter in the Debriefing Process at any time during your participation in the SDP, by notifying your counselor, Investigative Services Unit, or SDP staff.

Any items reflecting STG activity found in your property at any time during your participation in the SDP will be viewed as evidence of continued STG behavior or other misconduct. You will be subject to appropriate disciplinary action.

If you choose not to progress through any step of the program, you may be returned to a previous step until you demonstrate both a desire and appropriate behavior for movement into the next step. Failure to maintain acceptable behavior and/or refrain from STG activity may result in disciplinary action, the loss of privileges, and/or regression to a previous step.

If you elect not to participate beyond Step 2, you will be retained in Step 2 indefinitely, unless you display unacceptable behavior or participate in STG activity, which may result in regression to Step 1.

I have read and understand the above conditions of my participation in Step 2 of the SDP. In signing this contract, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate	Date	Signature of Staff Witness	Date
---------------------	------	----------------------------	------

Orig: Central File
Cc: Receiving Institution
Inmate

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 Security Threat Group – Step Down Program Privilege Breakdown

Privilege	SDP-Step 1	SDP-Step 2	SDP-Step 3	SDP-Step 4	SDP-Step 5
Canteen	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 25% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 30% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 40% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 50% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group, as assigned by the GP Institution.
Mail	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
Personal Property	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. Allow possession of playing cards as defined in DOM Section 54030.17.8 Games.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow plastic tumbler; plastic bowl; 1 pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and a domino game.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow photo album; and chess and checkers games	As authorized for General Population offenders.

Personal Property Package	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	Two (2) personal packages per year not to exceed 30 pounds each.	As authorized for General Population offenders.
Photo	One (1) photo upon completion of 1 year disciplinary free	One (1) photo upon successful completion of Step 1	Two (2) photos upon successful completion of Step 2	Two (2) photos upon successful completion of Step 3	As authorized for General Population offenders.
Telephone Calls	Telephone call on an emergency basis only, as determined by institution/facility staff.	One (1) telephone call allowed to an approved friend or family member upon successful completion of Step 1	Two (2) telephone calls allowed to an approved friend or family member upon successful completion of Step 2	Four (4) telephone calls allowed to a friend or family member upon successful completion of Step 3	As authorized for General Population offenders.
Television/ Radio Appliances	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television and one (1) radio or one (1) television/ radio combination. Clear technology only.	As authorized for General Population offenders.
Yard Exercise	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Yard interaction with inmates of diverse affiliations after 6 months of programming within Step 4.	As authorized for General Population offenders.

ATTACHMENT

R

NAME and NUMBER: _____ INSTITUTION: _____

STEP DOWN PROGRAM PARTICIPANT CONTRACT (STEP 3)

You have been approved by the Institution Classification Committee (ICC) for transition into Step 3 of the Security Threat Group (STG) Step Down Program (SDP). Transition into Step 3 will generally require an institutional transfer. This step will allow you to continue to demonstrate to CDCR staff that you are no longer involved with the STG. Movement into this step will afford you an opportunity to achieve expanded privileges (see attachment) according to acceptable custodial adjustment and positive programming.

Step 3 of the SDP will be administered from a Security Housing Unit (SHU). Meals will be consumed in your assigned cell. Showers will be allowed three times per week (except in situations of institutional emergencies). Movement to showers will be unrestrained and unescorted, with your cell partner. Programming during this phase may be conducted in the assigned cell and program areas utilizing individual treatment modules.

As a participant in Step 3 of this program, you are required to meet the following expectations:

1. Comply with double cell housing policy.
2. Attend, participate in, and successfully complete all mandated educational and cognitive instruction as determined by the ICC.
3. Attend all classification actions.
4. Follow all staff recommendations and directives.
5. Interact with offenders from other STGs in a cooperative and non-threatening manner.
6. Remain disciplinary free adhering to all departmental rules and regulations.
7. Cease any and all STG related activity including but not limited to; planning, organizing, recruiting, promoting, training, communicating in code, using known STG symbolism, participating in and/or communicating STG activities.
8. Maintain proper hygiene and ensure living area is neat and orderly, including the bed being made when not in use.

ICC reviews will be completed after each 180 day period in the SDP. You will advance to the next step if the ICC determines you participated in the program in a sincere and significant manner and met all of the program expectations.

You may choose to enter the Debriefing Process at any time during your participation in the SDP, by notifying your counselor, Investigative Services Unit, or SDP staff.

Any items reflecting STG activity found in your property at any time during your participation in the SDP will be viewed as evidence of continued STG behavior or other misconduct. You will be subject to appropriate disciplinary action.

If you choose not to progress through any step of the program, you may be returned to a previous step until you demonstrate both a desire and appropriate behavior for movement into the next step. Failure to maintain acceptable behavior and/or refrain from STG activity may result in the loss of privileges and/or regression to a previous step.

I have read and understand the above conditions of my participation in Step 3 of the SDP. In signing this contract, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate

Date

Signature of Staff Witness

Date

Orig: Central File
Cc: Receiving Institution
Inmate

DATE: (STEP DOWN PROGRAM CONTRACT – STEP 3) CDCR 128B SDP3

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 Security Threat Group – Step Down Program Privilege Breakdown

Privilege	SDP-Step 1	SDP-Step 2	SDP-Step 3	SDP-Step 4	SDP-Step 5
Canteen	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 25% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 30% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 40% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 50% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group, as assigned by the GP Institution.
Mail	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
Personal Property	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. Allow possession of playing cards as defined in DOM Section 54030.17.8 Games.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow plastic tumbler; plastic bowl; 1 pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and a domino game.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow photo album; and chess and checkers games	As authorized for General Population offenders.

Personal Property Package	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	Two (2) personal packages per year not to exceed 30 pounds each.	As authorized for General Population offenders.
Photo	One (1) photo upon completion of 1 year disciplinary free	One (1) photo upon successful completion of Step 1	Two (2) photos upon successful completion of Step 2	Two (2) photos upon successful completion of Step 3	As authorized for General Population offenders.
Telephone Calls	Telephone call on an emergency basis only, as determined by institution/facility staff.	One (1) telephone call allowed to an approved friend or family member upon successful completion of Step 1	Two (2) telephone calls allowed to an approved friend or family member upon successful completion of Step 2	Four (4) telephone calls allowed to a friend or family member upon successful completion of Step 3	As authorized for General Population offenders.
Television/ Radio Appliances	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television and one (1) radio or one (1) television/ radio combination. Clear technology only.	As authorized for General Population offenders.
Yard Exercise	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Yard interaction with inmates of diverse affiliations after 6 months of programming within Step 4.	As authorized for General Population offenders.

ATTACHMENT

S

NAME and NUMBER: _____

INSTITUTION: _____

STEP DOWN PROGRAM PARTICIPANT CONTRACT (STEP 4)

You have been approved by the Institution Classification Committee (ICC) for transition into Step 4 of the Security Threat Group (STG) Step Down Program (SDP). This step will allow you to continue to demonstrate to CDCR staff that you are no longer involved with the STG. Movement into this step will afford you an opportunity to achieve expanded privileges (see attachment) according to acceptable custodial adjustment and positive programming.

Step 4 of the SDP will be administered from a Security Housing Unit (SHU). Meals will be consumed either in your assigned cell or on the dayroom floor unrestrained with other SDP offenders. Showers will be allowed three times per week (except in situations of institutional emergencies). Movement to showers will be unrestrained and unescorted, with your cell partner. Programming during this phase will be conducted in the assigned cell, in a program area, utilizing individual treatment modules, and/or with small groups of unrestrained offenders in a dayroom setting. Work assignment within the housing units may be allowed.

As a participant in Step 4 of this program, you are required to meet the following expectations:

1. Comply with double cell housing policy.
2. Attend, participate in, and successfully complete all mandated educational and cognitive instruction as determined by the ICC.
3. Attend all classification actions.
4. Follow all staff recommendations and directives.
5. Interact with offenders from other STGs in a cooperative and non-threatening manner.
6. Remain disciplinary free adhering to all departmental rules and regulations.
7. Cease any and all STG related activity including but not limited to; planning, organizing, recruiting, promoting, training, communicating in code, using known STG symbols, participating in and/or communicating STG activities.
8. Maintain proper hygiene and ensure living area is neat and orderly, including the bed being made when not in use.

ICC reviews will be completed after each 90 day period in the SDP. You will advance to the next step if the ICC determines you participated in the program in a sincere and significant manner and met all of the program expectations.

You may choose to enter the Debriefing Process at any time during your participation in the SDP, by notifying your counselor, Investigative Services Unit, or SDP staff.

Any items reflecting STG activity found in your property at any time during your participation in the SDP will be viewed as evidence of continued STG behavior or other misconduct. You will be subject to appropriate disciplinary action.

If you choose not to progress through any step of the program, you may be returned to a previous step until you demonstrate both a desire and appropriate behavior for movement into the next step. Failure to maintain acceptable behavior and/or refrain from STG activity may result in the loss of privileges and/or regression to a previous step.

I have read and understand the above conditions of my participation in Step 4 of the SDP. In signing this contract, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate	Date	Signature of staff witness	Date
---------------------	------	----------------------------	------

Orig: Central File
Cc: Receiving Institution
Inmate

DATE: (STEP DOWN PROGRAM CONTRACT – STEP 4) CDCR 128B SDP4

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 Security Threat Group – Step Down Program Privilege Breakdown

Privilege	SDP-Step 1	SDP-Step 2	SDP-Step 3	SDP-Step 4	SDP-Step 5
Canteen	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 25% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 30% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 40% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group 5 @ 50% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group, as assigned by the GP Institution.
Mail	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
Personal Property	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. Allow possession of playing cards as defined in DOM Section 54030.17.8 Games.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow plastic tumbler; plastic bowl; 1 pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and a domino game.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow photo album; and chess and checkers games	As authorized for General Population offenders.

Personal Property Package	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	Two (2) personal packages per year not to exceed 30 pounds each.	As authorized for General Population offenders.
Photo	One (1) photo upon completion of 1 year disciplinary free	One (1) photo upon successful completion of Step 1	Two (2) photos upon successful completion of Step 2	Two (2) photos upon successful completion of Step 3	As authorized for General Population offenders.
Telephone Calls	Telephone call on an emergency basis only, as determined by institution/facility staff.	One (1) telephone call allowed to an approved friend or family member upon successful completion of Step 1	Two (2) telephone calls allowed to an approved friend or family member upon successful completion of Step 2	Four (4) telephone calls allowed to a friend or family member upon successful completion of Step 3	As authorized for General Population offenders.
Television/ Radio Appliances	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television and one (1) radio or one (1) television/ radio combination. Clear technology only.	As authorized for General Population offenders.
Yard Exercise	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Yard interaction with inmates of diverse affiliations after 6 months of programming within Step 4.	As authorized for General Population offenders.

ATTACHMENT

T

STEP DOWN PROGRAM PROGRESS NOTES

RATINGS:

- 1=Exceptional
- 2=Above Average
- 3=Satisfactory
- 4=Below Average
- 5=Unsatisfactory

ASSIGN RATINGS TO IDENTIFIED CATEGORIES:

- _____ Demonstrated Skill & Knowledge
- _____ Attitude Toward Fellow Inmates & Workers
- _____ Quality of Completed Assignments
- _____ Quantity of Completed Assignments
- _____ Effort Displayed in Completing Assignments
- _____ Teamwork & Participation
- _____ Attitude Toward Staff
- _____ Degree of Participation
- _____ Interest in Assignments
- _____ Complying with SDP Plan

Comments: _____

Inmate Assigned to Step: 1 2 3 4	Date Assigned to Step:	Date of this Review:
In Preparation for what type of Review: _____ 90 Day ICC Review _____ 180 Day ICC Review _____ Program Review	Recommendation: _____ Retain in Existing Step _____ Transition to Next Step _____ Other: _____	_____ Remove from SDP _____ Return to Beginning of Current Step

Inmate Name:	CDCR Number:	Institution:	Date:
Staff Name:		Staff Signature:	

Distribution: Original: Central File; Copies: Inmate, STG Investigator

ATTACHMENT

U

NOTICE OF CRITICAL CASE INFORMATION-SAFETY OF PERSONS (Non-Confidential Enemies)

This non-confidential form is used to document offenders or potential offenders who should be kept separate and offenders suspected of affiliation with a security threat group (STG). Indicate "None" under CDCR number and/or group section if there are no enemies and/or security threat group concerns. Refer to CCR, title 15, Section 3378 for additional information.

NON-CONFIDENTIAL ENEMIES			Date	Date	Date	Date	Date	Date
CDCR Number	Print Name	Primary/ Supporting Documentation	Current Location	Current Location	Current Location	Current Location	Current Location	Current Location

DELETION OF PRIOR ENEMIES

CDCR Number	Print Name	Document Deleting Enemy Issue	Delete Date	Print Name, Title, Inst/Region, Initials of Person Deleting

SUSPECTED SECURITY THREAT GROUP (STG) AFFILIATION

STG Name	Type of Affiliation (Member/Associate)	Date	Primary Supporting Documentation
STG-I:			
STG-II:			

STAFF COMPLETING UPDATE

Print Name and Write Initials	Title	Institution/Region	Date

CDCR Number:	Offender Name:	Page ____ of ____
--------------	----------------	-------------------

ATTACHMENT

V

NAME and NUMBER: _____ INSTITUTION: _____

NOTICE OF CONDITIONS OF MONITORED STATUS

You are being scheduled for review by the Institution Classification Committee as a validated Monitored Security Threat Group (STG) Member/Associate. Based on your newly designated monitored status, ICC may elect to conditionally release you from a Security Housing Unit (SHU) to a general population facility for Step 5 of the Step Down Program (SDP).

You are hereby notified that as a condition of your release to the general population, you will be required to submit to a photograph of all tattoos and body markings and you must refrain from participation in any STG behavior or patterned/repetitive association with any STG affiliates.

Participation in STG related behavior or activities as described on the STG Behavior Disciplinary Matrix shall be addressed through the disciplinary process and reviewed by a classification committee for removal from monitored status and return to the SHU Step Down Program. In addition, intelligence received that has been corroborated demonstrating continued participation in the STG will be reviewed by a classification committee for removal from monitored status and return to the SHU Step Down Program. It would be to your benefit to familiarize yourself with the STG Instructional Memorandum.

You are advised to release to prison staff any materials in your property that do not meet the above conditions of your release to the general population. Should any of these items be found in your property at any time, they will be viewed as evidence of active STG behavior or other misconduct. You will be subject to appropriate disciplinary action.

Upon your release to the general population, you are required to meet the following expectations:

1. Comply with double cell housing policy.
2. Comply with random urinalysis testing for 1 year.
3. Participate in all classification actions.
4. Follow all staff directives.
5. Remain disciplinary free adhering to all departmental rules and regulations.

You may choose to enter the Debriefing Process at any time, by notifying your counselor, Investigative Services Unit, or housing unit staff.

I have read and understand the above conditions of my release to a general population facility. I understand that violation of any of these conditions may result in my monitored status being revoked and I may be subject to return to the SDP program. In signing this contract, I do not acknowledge or admit to the CDCR's documented validation of me as an STG Affiliate.

Signature of Inmate	Date	Signature of Staff Witness	Date
---------------------	------	----------------------------	------

Orig: Central File
Cc: Receiving Institution
Inmate

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 Security Threat Group – Step Down Program Privilege Breakdown

Privilege	SDP-Step 1	SDP-Step 2	SDP-Step 3	SDP-Step 4	SDP-Step 5
Canteen	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 25% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 30% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 40% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group S @ 50% of the maximum monthly canteen draw utilizing the approved SHU Canteen List.	Canteen draw limit per CCR, Title 15, Section 3044 Privilege Group, as assigned by the GP Institution.
Mail	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4	Mail procedures in accordance with CCR, Title 15, Division 3, Subchapter 2, Article 4
Personal Property	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. Allow possession of playing cards as defined in DOM Section 54030.17.8 Games.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow plastic tumbler; plastic bowl; 1 pair of personal tennis shoes; combination of 10 books newspapers, or magazines; and a domino game.	Items listed in DOM, Section 54030.17, Authorized Personal Property Schedule and all other items as provided for in Current SHU. In addition to items allowed previously, allow photo album; and chess and checkers games	As authorized for General Population offenders.

Personal Property Package	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	One (1) personal package per year not to exceed 30 pounds.	Two (2) personal packages per year not to exceed 30 pounds each.	As authorized for General Population offenders.
Photo	One (1) photo upon completion of 1 year disciplinary free	One (1) photo upon successful completion of Step 1	Two (2) photos upon successful completion of Step 2	Two (2) photos upon successful completion of Step 3	As authorized for General Population offenders.
Telephone Calls	Telephone call on an emergency basis only, as determined by institution/facility staff.	One (1) telephone call allowed to an approved friend or family member upon successful completion of Step 1	Two (2) telephone calls allowed to an approved friend or family member upon successful completion of Step 2	Four (4) telephone calls allowed to a friend or family member upon successful completion of Step 3	As authorized for General Population offenders.
Television/ Radio Appliances	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television or one (1) radio or one (1) television/ radio combination unit. Clear technology only.	May possess or purchase one (1) television and one (1) radio or one (1) television/ radio combination. Clear technology only.	As authorized for General Population offenders.
Yard Exercise	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Recreation will include the use of isometric and exercise equipment as deemed appropriate.	Yard exercise provided pursuant to CCR, Title 15, Section 3343(h) Yard interaction with inmates of diverse affiliations after 6 months of programming within Step 4.	As authorized for General Population offenders.

ATTACHMENT

W

NAME and NUMBER: _____ INSTITUTION: _____

RENUNCIATION OF STG AFFILIATION, ASSOCIATION, AND ILLICIT BEHAVIOR

You are being scheduled for review by the Institution Classification Committee based upon your request for placement on a Sensitive Needs Yard (SNY). This request is based upon:

- STG-II Drop-out Status
- Significant Enemy Concerns
- Victim of Assault
- Other Safety Concerns

Completion of this form is a requirement for your placement onto a SNY. In reviewing your central file, it contains:

- Documentation identifying you as being affiliated with the _____ Security Threat Group (STG). The documents describe your role in the STG as _____.
- No documentation of affiliation with a STG.

Upon your release to the SNY, you are expected to:

1. Refrain from participation in STG related behavior or activities.
2. Comply with the double cell housing policy, as directed by a classification committee. You may be housed with anyone with similar safety concerns regardless of their commitment offense, race, prior STG association, sexual orientation, or age.
3. Work with staff to resolve enemy situations that may have been documented on the CDC Form 812.
4. Remain disciplinary free adhering to all departmental rules and regulations.

Participation in STG related behavior or activities as described on the STG Behavior Disciplinary Matrix shall be addressed through the disciplinary process and reviewed by a classification committee for consideration of validation, and/or removal from SNY and placement in the Security Housing Unit and/or Step Down Program. It would be to your benefit to familiarize yourself with the STG Instructional Memorandum.

I agree to renounce my association with and allegiance to the _____ or any other Security Threat Group. I have read and understand the above conditions of my transfer to a SNY and agree to abide by these expectations. I understand that violation of any of these conditions may result in my receiving disciplinary action. In signing this contract, I do not acknowledge or admit to current association with any STG.

Signature of Inmate	Date	Signature of Staff Witness	Date
---------------------	------	----------------------------	------

Orig: Central File
Cc: Receiving Institution
Inmate

DATE: _____ **CDCR 128B STG5**
(RENUNCIATION OF STG AFFILIATION, ASSOCIATION, AND ILLICIT BEHAVIOR)
