



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

RICK SNYDER
GOVERNOR

HEIDI E. WASHINGTON
DIRECTOR

DIRECTOR'S OFFICE MEMORANDUM 2019 - 26

EFFECTIVE: January 1, 2019

DATE: December 13, 2018

TO: Executive Policy Team
Administrative Management Team
Wardens

FROM: Heidi E. Washington, Director

SUBJECT: MDOC Shooting Teams

SUPERSEDES DOM 2018 - 26R (effective 10/19/2018)

A non-profit MDOC Shooting Team Organization has been established that will oversee and coordinate shooting teams throughout the Department. This organization will govern the establishment of the Director's Shooting Team(s), Worksite Chapter Team(s), competition disciplines and fund-raising activities.

The MDOC Shooting Team Organization Board President shall ensure that a Shooting Team Manual is developed, maintained, and made available to all MDOC staff who are interested in participating on a team. The Manual shall be consistent with requirements set forth in Departmental policy and address the coordination of the MDOC Shooting Team Organization, Director's Shooting Team(s), Worksite Chapter Team(s), and MDOC Range Use.

Worksite Chapter Team(s) may be established in accordance with the MDOC Shooting Team Manual. Worksite Chapter Team membership is open to all MDOC employees. MDOC employees interested in joining a team may contact any correctional facility to join that facility's chapter if one exists or form a separate chapter on their own.

An administrator may choose to sponsor one or more shooting teams from within the Worksite Chapter. For the purposes of this DOM, "administrator" is defined as the Warden for CFA facility staff and the Region Manager for FOA staff. Other MDOC administrators may also choose to sponsor a shooting team(s) for MDOC employees who are not CFA facility staff or FOA staff. Sponsorship includes allowing members of the shooting team to compete in shooting competitions as authorized in the MDOC Shooting Team Manual. Employee participation in a departmental sponsored shooting team event will be at the Administrator's discretion if overtime will be incurred as a result of the employee's participation. All required costs for Worksite Chapter Team(s) (e.g., practice ammunition, approved travel and lodging for the competition) may be paid for by the employees' work location at the Administrator's discretion and/or be offset through fundraising efforts of the MDOC Shooting Team Organization/Worksite Chapter.

Director's Shooting Team(s) may be formed in accordance with the MDOC Shooting Team Manual and shall be comprised of the top shooting staff from Worksite Chapter Teams. Placement on the Director's Shooting Team(s) shall be determined by the highest scores resulting from a shoot-off competition. All required costs for employee participation in the Director's Shooting Team(s) (e.g., practice ammunition, uniforms, travel) shall be paid by the employee's work location and/or be offset through fundraising efforts of the MDOC Shooting Team Organization, or other funding sources as approved by the Director.

Administrative leave for participation in approved Worksite Chapter Team and Director's Shooting Team competitions shall be authorized only as set forth in PD 02.02.101 "Administrative Leave."

For the purposes of range use, employees who are active members of an approved Worksite Chapter Team may bring his/her personal weapon(s) on facility grounds provided he/she agrees to maintain the weapon(s) secured in a motor vehicle parked in an area designated for employee parking and agrees to store them in accordance with the Department's ordnance manual.