



STATE OF MICHIGAN  
DEPARTMENT OF CORRECTIONS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

HEIDI E. WASHINGTON  
DIRECTOR

**DIRECTOR'S OFFICE MEMORANDUM 2021 – 30R**

**EFFECTIVE:** Immediately

**DATE:** 10/28/2021

**TO:** Executive Policy Team  
Administrative Management Team  
Wardens

**FROM:** Heidi E. Washington, Director

**SUBJECT:** PD 04.05.120 “Segregation Standards”

**SUPERSEDES: DOM 2021-30 (effective 06/15/2021)**

A new process for classifying prisoners to administrative segregation will be piloted at Oaks Correctional Facility (ECF), Ionia Bellamy Creek Correctional Facility (IBC), and Ionia Correctional Facility (ICF). The Security Classification Committee (SCC) at ECF, IBC, and ICF will be utilizing an updated version of the Security Reclassification Notice (CSJ-423) that will require review and approval by CFA Classification and the Assistant Deputy Director (ADD) to classify a prisoner to administrative segregation. The new process will also require the CFA Deputy Director’s approval to classify a prisoner under the age of 18 to administrative segregation. The intent of this new process is to monitor appropriate placement of prisoners in administrative segregation and to prevent seriously mentally ill (SMI) prisoners from being classified to administrative segregation.