



STATE OF MICHIGAN
DEPARTMENT OF CORRECTIONS
LANSING

GRETCHEN WHITMER
GOVERNOR

HEIDI E. WASHINGTON
DIRECTOR

DIRECTOR'S OFFICE MEMORANDUM 2021 - 30

EFFECTIVE: Immediately

DATE: June 15, 2021

TO: Executive Policy Team
Administrative Management Team
Wardens

FROM: Heidi E. Washington, Director

SUBJECT: PD 04.05.120 "Segregation Standards"

A new process for classifying prisoners to administrative segregation will be piloted at Oaks Correctional Facility (ECF). The Security Classification Committee (SCC) at ECF 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.