



**Request for Inclusion or Revision to an
Administrative Directive**
Connecticut Department of Correction

CN 1301
REV 07/25/16

Administrative Directive Number: 1.10		Title: Investigations	
<input checked="" type="checkbox"/> I recommend the following inclusion or revision to the above referenced Administrative Directive (provide detailed explanation):			
It is recommended to translate the CN11003, Inmate Voluntary Interview Authorization into Spanish to accommodate the Spanish speaking only population in the advisement of being involved in a voluntary interview. Spanish Translated document was reviewed by the Translation Committee and translation was approved.			
<input checked="" type="checkbox"/> See attached documents			
ORIGINATOR			
Name:		Title:	Date:
Signature:		Facility/Unit:	
UNIT/DISTRICT/DIVISION RECOMMENDATIONS			
Approved	Denied		
<input type="checkbox"/>	<input type="checkbox"/>	Unit Administrator's signature:	Date:
<input type="checkbox"/>	<input type="checkbox"/>	District Administrator's signature: (only needed if originating from facility)	Date:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Division Administrator's signature: <i>[Signature]</i>	Date: 2/28/18
Reviewed by:		Office of Standards and Policy Staff signature: <i>[Signature]</i>	Date: 2/28/18
<input checked="" type="checkbox"/>			
COMMISSIONER'S DECISION			
This request is:		Effective date of request:	
<input checked="" type="checkbox"/> APPROVED		<input type="checkbox"/> DENIED	
<input checked="" type="checkbox"/>	The language/provisions of this inclusion/revision shall be effective as of and subsequently added to the Administrative Directive at the next update:		Date: 3/1/18
<input type="checkbox"/>	This inclusion/revision shall be added to the Administrative Directive prior to:		Date:
<input type="checkbox"/>	This inclusion/revision shall be added immediately to the Administrative Directive.		
Commissioner's signature: <i>[Signature]</i>			Date: 3/1/18