

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: