

Institutional Summary Report (ISR) Cheat Sheet

Security Classification History:

- Lists date of classification review along with follow-up date (listed as “Anniversary” date). Generally this is a one year follow up.
- Security levels range from 1 (lowest security) to 5 (maximum security). According to the new 3 tiered system, the control population will focus on level 4 and 5 inmates, general population will focus on level 2 and 3 inmates, and the reintegration population will be the level 1 inmates.
- Security Threat Group (STG) involvement is NOT listed on the ISR. However, Justice Reinvestment Officers are able to obtain information regarding the offender’s gang affiliation and their level of participation (passive, active, or disruptive). With the current 3 Tier Prison System, steps are being made to separate the disruptive STG members from general population.

Rule Infraction Board (RIB) Discipline History:

- Attached is a copy of rule infractions (divided by offense type). The rule numbers are included as this is the only way to identify the infractions on the ISR.
- Disposition/Reasons are listed when the offender’s case is actually presented to the Rule Infractions Board. If the offender’s case was handled by a Hearing Officer, the disposition is not listed. THIS DOES NOT MEAN THAT THE OFFENDER DID NOT RECEIVE ANY CONSEQUENCES FOR HIS/HER ACTIONS.

Job History:

- Lists all inmate jobs since admission. Occasionally, it will show that the offender was Absent with Leave (AWL). Normally this would indicate that the offender was brought back to court. It also shows the times that the offender was in Segregation:
 - Security Control (SC)
 - May be placed in SC while being investigated for a violation
 - Pending a hearing before the Rules Infraction Board (RIB)
 - Pending transfer to another facility
 - Disciplinary Control (DC)
 - Placed in DC after having been found guilty of a rule violation by the RIB
 - Local Control (LC)
 - May be placed in LC by the warden for a chronic inability to adjust to general population
 - Inmate is likely to seriously disrupt the orderly operation of the institution
- Job History will also indicate if the offender was a student (ABE/pre-GED/GED/college).
- Offenders are given performance evaluations on their jobs. If an offender does poorly at their job, they can be moved to another position. Offenders can also request a change in work assignment. However, he/she would have to meet with a committee to have the change granted.

Program Participation:

- Attached is a current list of programs utilized in the institutions. THIS DOES NOT ENCOMPASS ALL PROGRAMS.
- Dates listed are for dates that the offender started the program, was terminated (generally unsuccessfully) from the program, and completed the program successfully. The date that the offender was referred to the program is sometimes listed.
- Offenders are placed in programs based on length of incarceration, current waiting lists, and risk score. For instance, some job skills programs are a 1 year program and it would not be beneficial to place someone in that program who is serving a shorter sentence.