

Title 15. Crime Prevention and Corrections
Division 8. California Prison Industry Authority
Chapter 1. Rules and Regulations of California Prison Industry Authority
Article 3. CALPIA Inmate Work/Training and Education

CalPIA proposes to amend as follows:

§8004.2. Recruitment and Appointment Process.

(a) The CALPIA Prison Industries Administrator, ~~or~~ CALPIA Lead Manager, or CALPIA Workforce Development Coordinator at each ~~facility~~ institution is responsible for coordinating the recruitment of incarcerated individuals with the institution's ~~facility's~~ correctional counseling staff or the CDCR classification services staff.

(b) Incarcerated individuals must obtain and complete the Worker Application and Intake form, (CALPIA IEP-F002/IEP-F003 (1/26/23, Rev. R), ~~12/24/2015 Rev. H Form~~, which is hereby incorporated by reference, to apply for a CALPIA work ~~or~~ training position. This form may be obtained ~~is available~~ from CALPIA staff ~~to the incarcerated individual population~~ throughout institutions with CALPIA enterprises.

(c) Incarcerated individuals must submit ~~the~~ completed forms referenced in ~~subsection~~ division section (b) to the CDCR correctional counselor staff, CALPIA Workforce Development Coordinator, or the CALPIA Supervisor at the incarcerated individual's institution to begin the initial screening process.

(d) The CALPIA Prison Industries Administrator, ~~or~~ CALPIA Lead Manager, or CALPIA Workforce Development Coordinator must, in coordination with the CDCR correctional counselor staff, conduct a central file review, ensuring eligibility standards and requirements, in sections 8004 and 8004.1 are met.

(e) Upon confirmation of program eligibility, incarcerated individuals who have applied for a CALPIA position and have been placed into CALPIA's Incarcerated Individual Candidate Pool (ICP) may be assigned to an ~~appropriate work/and~~ training program in accordance with California Code of Regulations (CCR), Title 15, Division 3, Section subdivision 3040(c).

(f) Upon the availability of a vacant CALPIA position, CALPIA enterprise staff must:

(1) Request a list of eligible incarcerated individuals ~~from the ICP from the institution's/facility~~ Assignment Lieutenant responsible for maintaining the ICP list.

(2) Interview eligible incarcerated individuals from the ICP list.

(3) Make ~~the~~ a final selection of incarcerated individuals based on the following priority of ~~the following~~ educational achievements ~~unless an incarcerated individual has one or more disabling conditions documented in their C-File, pursuant to subdivision 8004.1(g):~~

(A) High School Diploma, High School Equivalency (HSE), or General Education Development (GED), or Certificate of Attendance and Participation (CAP).

(B) Enrolled in a GED program or a prescribed high school alternative course of study.

(C) No high school diploma, GED, HSE, GED, or CAP and not enrolled in an education program or prescribed high school alternative course of study.

(4) Submit a final list of ~~successful~~ eligible incarcerated individual applicants on the Offender Job Change Request Form (CALPIA Form SOMS F001 (3/26/2016)), hereby incorporated by reference, ~~to the institution's/facility's Assignment Lieutenant Inmate Assignment Office.~~

~~(g) In addition to the priorities set forth in subsection divisions (f)(3)(A) through (C), CALPIA will also give consideration to part-time CALPIA incarcerated individuals who are enrolled graduated from in a substance abuse disorder treatment program or complete any other CDCR rehabilitation programs when filling full-time assignments.~~

~~(h) A urinalysis test must be requested completed on all incarcerated individuals newly assigned to CALPIA within 30 days of their start date. See subsection 8004.3(a) for requesting guidelines.~~

~~(i) As part of the appointment process, the incarcerated individual's supervisor will provide to the inmate incarcerated individual, for signature, acknowledgement(s) of policies, procedures, and appointment documents for review and as well as signature on the Incarcerated Individual Acknowledgement of Policies, Procedures, Rules and Regulations form (CALPIA FORM IEP F029 (8/1/2020/1/26/2023, Rev. B)), hereby incorporated by reference. Failure or refusal to sign on the acknowledgement(s) of receipt of these policies, procedures, and appointment documents as well as the CALPIA IEP-F029 will result in immediate removal and being unassigned from the incarcerated individual's current CALPIA work/training assignment program.~~

~~(1) An incarcerated individual's signature on this form acknowledges their understanding of that participation in a CALPIA work/training assignment requires compliance with all listed policies, procedures, rules, and regulations listed on the form, and that completion of all job-required training, including on-the-job-training and job-required curriculum, is a condition of continued program assignment. Failure or refusal to sign the form, comply with all policies, procedures, rules, and regulations on the form, or complete any component of the job-required training curriculum sign an acknowledgement of receipt of these documents will result in immediate removal and~~

being unassigned from the incarcerated individual's current CALPIA work/and training assignment program.

NOTE: Authority cited: Sections 2801 and 2808, Penal Code. Reference: Sections 2801 and 2805, Penal Code.

Title 15. Crime Prevention and Corrections

Division 8. California Prison Industry Authority

Chapter 1. Rules and Regulations of California Prison Industry Authority

Article 1. Scope of Authority

§8000. Definitions.

"CDCR" is the California Department of Corrections and Rehabilitation.