

<b>GEORGIA DEPARTMENT OF CORRECTIONS</b> Standard Operating Procedures		
<b>Functional Area:</b> Facilities Operations	<b>Reference Number:</b> IIB03-0001 (207.01)	<b>Revises Previous Effective Date:</b>  3/01/2005
<b>Subject:</b> Use of Inmate Labor on State Housing		
<b>Authority:</b> Bryson/Jacobs	<b>Effective Date:</b> 04/22/15	Page 1 of 2

**I. POLICY:**

Inmates labor may be used for certain activities related to the care of state-owned staff housing. Normally, inmates labor may not be used for the care or maintenance of leased staff housing.

**II. APPLICABILITY:**

All facilities housing GDC inmates or probationers.

**III. RELATED DIRECTIVES:**

GDC Rules: 125-2-1-.01(d) and 125-3-5-.07.

**IV. DEFINITIONS:**

- A. **Wardens Residence:** The house and grounds assigned to the Warden as his or her assigned residence. This shall be state or county owned or state or county leased property.
- B. **Staffs Residence:** The house and grounds assigned to a staff member as his or her assigned residence. This shall be state or county owned or state or county leased property.

**V. ATTACHMENTS:**

None

**VI. PROCEDURE:**

- A. Inmate labor may be utilized for the maintenance and care of state owned housing and property intended for staff

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residence. The following describes approved activities related to the provision of inmates labor:

1. Repair to the building or grounds.
  2. Grounds maintenance including mowing of grass, care of bushes, trees, removing of naturally occurring debris such as limbs and branches.
  3. Painting, recarpeting, wallpapering or other similar activities related to the general upkeep of prior approval in writing from the Field Operations Manager.
  4. Caring for and cleaning vacant properties.
- B. Inmate labor will not be utilized in the following or similar activities as it relates to state owned housing.
1. Routine housecleaning of an occupied state house.
  2. Service type work, cooking, serving meals, child care or other type activity associated with functioning as a domestic worker.
- C. Inmates labor will not be used for the care or maintenance of leased staff housing in any manner.
- D. Inmates shall not make permanent improvements to leased housing.