



<b>POLICY TITLE: ESTABLISHMENT OF THE DEPARTMENT AND APPOINTMENT OF THE DEPUTY COMMISSIONER AND ASSOCIATE COMMISSIONERS</b>		<b>PAGE <u>1</u> OF <u>2</u></b>
<b>POLICY NUMBER: 1.1</b> <b>CHAPTER 1: ADMINISTRATION, ORGANIZATION, AND MANAGEMENT</b>		
	<b>STATE of MAINE</b> <b>DEPARTMENT OF CORRECTIONS</b>  <b>Approved by Commissioner:</b> 	<b>PROFESSIONAL STANDARDS:</b>  <b>See Section VII</b>
<b>EFFECTIVE DATE:</b> <b>July 19, 2004</b>	<b>LATEST REVISION:</b> <b>December 1, 2015</b>	<b>CHECK ONLY IF</b> <b>APA [ <input type="checkbox"/> ]</b>

#### I. AUTHORITY

This policy is pursuant to the authority contained in 34-A M.R.S.A. Sections 1201, 1202, 1401, 1402, and 1403.

#### II. APPLICABILITY

Entire Maine Department of Corrections

#### III. POLICY

The authority, responsibility and function of the Maine Department of Corrections is specified in Maine statutes and Departmental policies and procedures.

The Department is under the control and supervision of the Commissioner of Corrections.

The Commissioner, subject to Maine statutes, shall appoint a Deputy Commissioner and Associate Commissioners to manage and direct all staff, volunteers, student interns, prisoners and residents, persons under community supervision, and all programs and activities at each facility, in each community corrections region, and at the Central Office. Each appointment shall be for an indeterminate term and removal from a position shall be in accordance with Maine statutes.

#### IV. CONTENTS

Policy only

#### V. ATTACHMENTS

None

**VI. PROCEDURES**

None

**VII. PROFESSIONAL STANDARDS**

**ACA:**

**ACI - 4-4001**      **The institution or parent agency is established as an integral part of a correctional department or system by means of statutes that set its purpose.**

**ACI - 4-4008**      **The qualifications, authority, and responsibilities of the warden/superintendent and other appointed personnel who are not covered by merit systems, civil service regulation, or union contract are specified in writing by statute or by the parent agency.**

**4-JCF-6A-07**      **The qualifications, authority, and responsibilities of the facility administrator and other appointed personnel who are not covered by a merit system, civil service regulations, or union contracts are specified in writing by statute or in position descriptions of the parent agency.**

<b>POLICY NUMBER/TITLE</b>	<b>CHAPTER NUMBER/TITLE</b>	<b>PAGE NUMBER</b>
<b>1.1 Establishment of the Department and Appointment of the Deputy Commissioner and Associate Commissioners</b>	<b>1. Administration, Organization, and Management</b>	<b>Page 2 of 2</b>  <b>12/01/15R</b>