
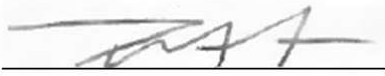


POLICY TITLE: SEXUAL MISCONDUCT (PREA AND MAINE STATUTES), GENERAL		PAGE 1 OF 11
POLICY NUMBER: 6.11		
CHAPTER 6: VICTIM SERVICES		
	STATE of MAINE DEPARTMENT of CORRECTIONS Approved by Commissioner: 	PROFESSIONAL STANDARDS: See Section VIII
	EFFECTIVE DATE: May 19, 2008	LATEST REVISION: November 6, 2024

I. AUTHORITY

The Commissioner of Corrections adopts this policy pursuant to the authority contained in 34-A M.R.S.A. Section 1403.

II. APPLICABILITY

Entire Department of Corrections

III. POLICY

In accordance with the United States Prison Rape Elimination Act of 2003 (PREA), 42 U.S.C. Sections 15601 et seq., and 17-A M.R.S.A Sections 251, 253, 254, 255-A, 260, and 760, it is the policy of the Department of Corrections to prohibit staff, volunteers, and student interns from engaging in sexual misconduct with an adult resident, juvenile resident, adult community corrections client, or juvenile community corrections client or sexual harassment of any of these persons. It is also the policy of the Department to prohibit any resident from engaging in sexual misconduct with another resident. It is also the policy of the Department to require the reporting of any sexual misconduct or sexual harassment or suspicion of either. *5-ACI-3D-10 & 4-JCF-3D-07*

Any staff, volunteer, or student intern who engages in or threatens to engage in, fails to report, or otherwise fails to take appropriate steps in response to sexual misconduct with a resident or community corrections client or sexual harassment of a resident or community corrections client by any staff, volunteer, or student intern is subject to appropriate action, up to possible criminal prosecution. Any staff, volunteer, or student intern who fails to report or otherwise fails to take appropriate steps in response to sexual misconduct between residents is subject to appropriate action, up to possible criminal prosecution. *§115.61*

The Department has zero tolerance toward all forms of sexual misconduct or sexual harassment, regardless of whether there is a violation of federal or state law.

IV. DEFINITIONS

1. Department PREA Coordinator - an upper-level Department employee responsible for developing, implementing, and overseeing the Department's efforts to comply with the Department of Justice (DOJ) PREA standards and with the Department's PREA related policies in all of the Department's facilities and community corrections regions.

2. Facility PREA Manager - the facility level manager responsible for assisting with the facility's compliance with the standards of the Prison Rape Elimination Act. In most instances, the PREA Manager is the Director of Security.
3. Facility PREA Monitor - the facility level manager responsible for implementing and monitoring the facility's compliance with the PREA standards and PREA policies.
4. Prison Rape Elimination Act (PREA) - federal legislation (Public Law No. 108- 79), enacted in 2003 to provide for the analysis of the incidence and effects of prison rape in federal, state and local institutions, and to provide information, resources, recommendations, and funding, to protect individuals from prison rape.
5. Staff - for purposes of this policy, Department employee or a person in a facility providing services to an adult resident or a juvenile resident by agreement with the Department (i.e., other state agency employee) or under contract with the Department (e.g., employee of the contracted health care services provider), but not including a volunteer, student intern, delivery person, etc.

V. CONTENTS

- Procedure A: Sexual Misconduct and Sexual Harassment, General
 Procedure B: Department PREA Coordinator Responsibilities
 Procedure C: PREA Requirements for Staff who are Not Department Employees
 Procedure D: Facility PREA Monitor Responsibilities
 Procedure E: Facility PREA Manager Responsibilities

VI. ATTACHMENTS

- Attachment A: [PREA Questionnaire for Selection/Promotion/Retention \(Non-MDOC Employee Staff\)](#)
 Attachment B: Prison Rape Elimination Act (PREA) Questionnaire for Prior Institutional Employers (Non-MDOC Employee Staff) ([paper/online](#))

VII. PROCEDURES

Procedure A: Sexual Misconduct and Sexual Harassment, General

1. This policy and related policies implement the U.S. Prison Rape Elimination Act of 2003 (PREA), 42 U.S.C. Sections 15601 *et seq.*, and the Maine Criminal Code, 17-A M.R.S.A Sections 251, 253, 254, 255-A, 260, and 760, by, among other things, prohibiting sexual misconduct and sexual harassment toward adult and juvenile facility residents and adult and juvenile community corrections clients and requiring the reporting of any such sexual misconduct and sexual harassment.
2. All Departmental sexual misconduct policies shall be posted on the Department's website.
3. The following constitute PREA violations by staff, volunteers, or student interns:
 - a. Staff, Volunteer, or Student Intern Sexual Misconduct - Any act of a sexual nature directed toward an adult or juvenile resident by staff, volunteer, or student intern. Sexual relationships of a romantic nature with a resident are included in this definition. Prohibited acts, whether consensual or nonconsensual, include: contact with or intentional touching of, directly or through clothing, the genitalia, anus, groin,

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 2 of 11 11/6/24R

breast, inner thigh, or buttocks that is unrelated to official duties or with the intent to abuse, arouse, or gratify sexual desire. It includes such acts regardless of whether the contact or touching is by a body part or through the use of an instrument or animal and regardless of whether there is any penetration. PREA prohibits completed, attempted, threatened, or requested sexual acts. Also prohibited is indecent exposure, invasion of the privacy of an unclothed or partially clothed resident, or voyeurism for reasons unrelated to official duties or for the purpose of arousing or gratifying sexual desire.

- b. Staff, Volunteer, or Intern Sexual Harassment - Repeated verbal statements, comments, or gestures of a sexual nature directed to a resident by staff, volunteer, or student intern. Prohibited acts, whether or not welcome, include: demeaning references to a gender, sexually suggestive or derogatory comments about body or clothing, or repeated obscene language or gestures.

4. The following constitute PREA violations by adult or juvenile residents:

- a. Nonconsensual Sexual Acts - Contact between the penis and the vulva or the penis and the anus, with penetration, however slight; contact between the mouth and the penis, vulva or anus; or penetration of the anal or genital opening of another resident, however slight, by a hand, finger, object, or other instrument. PREA prohibits completed, attempted, threatened, or requested sexual acts.
- b. Abusive (Nonconsensual) Sexual Contact - Intentional touching, either directly or through the clothing, of the genitalia, anus, groin, breast, inner thigh, or buttocks of another resident, without penetration. PREA prohibits completed, attempted, threatened, or requested sexual contact.
- c. Sexual Harassment - Repeated or unwanted sexual advances, requests for sexual favors, or verbal comments, gestures, or actions of a derogatory or offensive sexual nature by one resident directed toward another.

5. The following constitute violations of Maine criminal law by staff with supervisory or disciplinary authority over an adult or juvenile resident or adult or juvenile community corrections client (regardless of whether they also constitute PREA violations):

- a. Gross Sexual Assault - A sexual act directed toward a resident or community corrections client by staff with supervisory or disciplinary authority over the person. Prohibited sexual acts, whether consensual or nonconsensual, include: any act between person involving direct physical contact between the genitals of one and the mouth or anus of the other or direct physical contact between the genitals of one and the genitals of the other; any act between a person and an animal being used by another person involving direct physical contact between the genitals of one and the mouth or anus of the other or direct physical contact between the genitals of one and the genitals of the other; and direct physical contact between the genitals or anus of one person and an instrument being used by another person for the purpose of arousing or gratifying sexual desire or for the purpose of causing bodily injury or offensive physical contact. It includes such acts regardless of whether there is any penetration. Maine criminal law prohibits completed or attempted sexual acts, as well as solicitation, conspiracy, and participation as an accessory.
- b. Unlawful Sexual Contact - Any other intentional touching, consensual or nonconsensual, of the genitals or anus, directly or through clothing, directed toward a resident or community corrections client by staff with supervisory or disciplinary

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 3 of 11 11/6/24R

authority over the person for the purpose of arousing or gratifying sexual desire or for the purpose of causing bodily injury or offensive physical contact. It includes such contact regardless of whether there is any penetration. Maine criminal law prohibits completed or attempted unlawful sexual contact, as well as solicitation, conspiracy, and participation as an accessory.

- c. Unlawful Sexual Touching - Any intentional touching, consensual or nonconsensual, of the groin, breast, inner thigh, or buttocks, directly or through clothing, directed toward a resident or community corrections client by staff with supervisory or disciplinary authority over the person for the purpose of arousing or gratifying sexual desire. Maine criminal law prohibits completed or attempted unlawful sexual touching, as well as solicitation, conspiracy, and participation as an accessory.
6. The following constitute violations of Maine criminal law by staff without supervisory or disciplinary authority over a resident or community corrections client, as well as by volunteers or student interns (regardless of whether they also constitute PREA violations): sexual act, sexual contact, or sexual touching as defined above, provided it is nonconsensual. Maine criminal law prohibits completed or attempted gross sexual assault, unlawful sexual contact, or unlawful sexual touching, as well as solicitation, conspiracy, and participation as an accessory.
 7. The following constitute violations of Maine criminal law by residents (regardless of whether they also constitute PREA violations): sexual act, sexual contact, or sexual touching as defined above, provided it is nonconsensual. Maine criminal law prohibits completed or attempted gross sexual assault, unlawful sexual contact, or unlawful sexual touching, as well as solicitation, conspiracy, and participation as an accessory.
 8. The following constitute violations of Maine criminal law by staff, volunteers, student interns, or residents (regardless of whether they also constitute PREA violations): indecent conduct (exposure of genitals with the intent it be seen by another person under circumstances that the person knows are likely to cause affront or alarm); and invasion of privacy (installing or using a device to observe, hear, photograph, or record any other person, without that person's consent, in a bathroom, dressing or changing room, shower, or other place where the person can reasonably expect to be free from surveillance for reasons unrelated to official duties). Maine criminal law prohibits completed or attempted indecent conduct or invasion of privacy, as well as solicitation, conspiracy, and participation as an accessory.
 9. All of the above acts are violations of this Department policy, regardless of whether they are consensual or nonconsensual. In addition to the above, the following constitute violations of this policy by staff, volunteers, or student interns, regardless of whether they are consensual or nonconsensual: any act done for the purpose of arousing or gratifying sexual desire, including, but not limited to, exposure of buttocks or of breasts (female); kissing; and romantic acts, sexual and nonsexual, directed toward a resident or community corrections clients. Department policy prohibits completed or attempted violations, as well as solicitation, conspiracy, and participation as an accessory.
 10. All of the above acts are violations of this Department policy, regardless of whether they are consensual or nonconsensual. In addition to the above, the following constitute violations of Department policy by residents: consensual sexual act, sexual contact, or sexual touching. The following also constitute violations of Department policy by residents, regardless of whether they are consensual or nonconsensual: any act done for

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 4 of 11 11/6/24R

the purpose of arousing or gratifying sexual desire, including, but not limited to, exposure of buttocks or of female breasts; kissing; and romantic acts, sexual and nonsexual, directed toward another resident. Department policy prohibits completed or attempted violations, as well as solicitation, conspiracy, and participation as an accessory.

11. Although violations of Maine criminal law by adult or juvenile community corrections clients are not violations of PREA and are not violations of this Department policy, they do constitute violations of supervision conditions, and adult probation officers and juvenile community corrections officers are expected to take action in response in accordance with other, applicable Department policies.
12. Each Chief Administrative Officer, or designee, and Regional Correctional Administrator, or designee, shall ensure that all staff, volunteers, and student interns are informed and acknowledge that sexual misconduct and sexual harassment between residents is prohibited, that sexual misconduct with and sexual harassment of a resident or community corrections client is prohibited, that a claim of consent shall not be accepted as an excuse for engaging in any form of sexual misconduct, and that a resident or community corrections client has a right to report if sexual misconduct or sexual harassment occurs. §115.31

Procedure B: Department PREA Coordinator Responsibilities

1. There shall be a Department PREA Coordinator. §115.11
2. The PREA Coordinator shall develop, implement, and oversee the Department’s efforts to comply with PREA standards in all its adult and juvenile facilities and shall receive reports and track responses to reports of sexual misconduct elsewhere in the Department.
3. Duties of this position include, but are not limited to:
 - a. serve as the primary contact and resource for the Department on PREA related inquiries;
 - b. ensure that employers of staff who are not Department employees (Non-MDOC employee staff) comply with PREA requirements with respect to their applicants and employees as set out in this policy;
 - c. assist in the development, implementation, and evaluation of all PREA related training;
 - d. receive reports of complaints and alleged incidents of PREA violations from the facility PREA Monitors; §115.87
 - e. review PREA investigations as well as the resolution of complaints and alleged incidents;
 - f. collaborate with the Department’s Policy Development Coordinator, or designee, to:
 - 1) develop policy and procedures in compliance with federal and state statutes, national standards, and Departmental goals concerning PREA issues; and
 - 2) provide updates regarding law, policy, or services related to PREA;

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 5 of 11 11/6/24R

- g. collaborate with the Department’s Director of Operations, or designee, to:
 - 1) ensure that all new contracts and contract renewals for the confinement of adult or juvenile residents outside the Department include the other facility’s obligation to adopt and comply with PREA standards and monitoring by the Department for compliance; and §115.12
 - 2) ensure that when a new facility is designed or an existing facility is expanded or modified or facility monitoring technology is installed or updated, consideration is given to ways of enhancing protection of residents from sexual misconduct and harassment; §115.18
- h. collaborate with the facility Chief Administrative Officers, or designees, to review staffing plans annually; §115.13
- i. collaborate with the Department’s Director of Education, Staff Development & Training and the Department’s Health Care Services Manager, or their designees, to ensure that:
 - 1) facility health care staff have been trained in the prevention of, detection of, preservation of evidence of, response to, and reporting of sexual misconduct; and
 - 2) security staff are trained in how to conduct opposite gender pat and unclothed searches and searches of transgender and intersex residents in a professional and respectful manner and in the least intrusive manner possible, consistent with security and safety needs; §115.15
- j. maintain a memorandum of understanding with the Maine Coalition Against Sexual Assault for the provision of support services to residents; and
- k. maintain a memorandum of understanding with those jails that are third-party reporting sites for the Department’s facilities.

Procedure C: PREA Requirements for Staff who are Not Department Employees
 §115.17

1. The employer of staff who are not Department employees (Non-MDOC employee staff) shall require that the PREA Questionnaire for Selection/Promotion/Retention (Non-MDOC Employee Staff) form (Attachment A), a self-evaluation questionnaire about any previous PREA violations, is completed by each:
 - a. applicant for employment who may have contact with residents;
 - b. employee being considered for promotion who may have contact with residents; and
 - c. employee who may have contact with residents alongside their employee performance evaluations.
2. A copy of the completed forms shall be forwarded to and retained by the Department’s PREA Coordinator.
3. The employer of staff who are not Department employees (Non-MDOC employee staff) shall request information, using the Prison Rape Elimination Act (PREA) Questionnaire for Prior Institutional Employers (Non-MDOC Employee Staff) (Attachment B), about substantiated allegations of sexual misconduct or sexual harassment involving an

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 6 of 11 11/6/24R

applicant for employment from each institutional employer for whom the applicant has previously worked.

4. A copy of the completed form shall be forwarded to and retained by the Department's PREA Coordinator.
5. The Commissioner, or designee, shall decline to allow into Department facilities anyone who may have contact with residents who has:
 - a. engaged in sexual misconduct in violation of PREA standards, state law, or Department policy in a prison, jail, lockup, community confinement facility, adult or juvenile facility, or other institution;
 - b. been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse; or
 - c. been civilly or administratively adjudicated to have engaged in an activity as outlined above.
6. The Commissioner, or designee, may decline to allow into Department facilities anyone who may have contact with residents who has any prior incident of sexual harassment in a prison, jail, lockup, community confinement facility, adult or juvenile facility, or other institution.
7. All Non-MDOC employee staff have a continuing, affirmative duty to immediately disclose to their supervisor any sexual misconduct in violation of PREA standards, state law, or Department of Corrections policy.
8. The Commissioner, or designee, may decline to allow into Department facilities anyone who may have contact with residents based on the provision of false or misleading information about or failure to disclose sexual misconduct or sexual harassment in violation of PREA standards, state law, or Department of Corrections policy in any written applications or interviews for hiring or promotions.
9. The Department's PREA Coordinator, or designee, shall provide information on substantiated allegations of sexual misconduct or sexual harassment involving present or former Non-MDOC employee staff upon receiving a request from an institutional employer for whom such individual has applied to work.

Procedure D: Facility PREA Monitor Responsibilities

1. Each facility's Chief Administrative Officer shall designate a staff person to be the facility PREA Monitor.
2. The facility PREA Monitor is responsible for the assisting with the facility's compliance with the standards of the Prison Rape Elimination Act. The PREA Monitor provides support to the facility PREA Manager and the Department PREA Coordinator to ensure the sexual safety of facility residents and staff through a comprehensive approach to prevention, detection, and response to sexual misconduct and sexual harassment throughout the facility.

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 7 of 11 11/6/24R

3. Duties of the position include, but are not limited to:
 - a. support the PREA Coordinator and the PREA Manager to ensure facility compliance with the PREA standards;
 - b. monitor the PREA Screening, Education, and Assessment report to ensure all screenings are completed in a timely fashion on a daily basis;
 - c. provide retaliation monitoring forms to the appropriate Unit Manager and ensure appropriate tracking for a minimum of 90 days; §115.67
 - d. maintain spreadsheet of all facility allegations, including investigation outcomes;
 - e. send the Notification to Resident Regarding a PREA Investigation (Attachment F to Policy 6.11.3, PREA – Sexual Misconduct/Harassment Reporting and Investigation) to alleged victims of sexual misconduct and sexual harassment at the conclusion of the investigation;
 - f. maintain a PREA packet for all allegations to include: the PREA Allegation Checklist (Attachment A to Policy 6.11.3, PREA – Sexual Misconduct/Harassment Reporting and Investigation), face sheets of the victim and perpetrator (if another resident), documentation of conflicts, investigation results, applicable supplemental information, and of the Notification to Resident Regarding a PREA Investigation;
 - g. assist the PREA Manager with preparations for annual audits;
 - h. attend all Sexual Misconduct Reviews and ensure all recommendations are documented and submit minutes from the Sexual Misconduct Review to the PREA Manager and PREA Coordinator;
 - i. conduct facility tours with the PREA Manager on a monthly basis to ensure ongoing compliance with PREA standards;
 - j. regularly review education materials for staff, volunteers, and student interns to ensure they are receiving appropriate PREA education and it is being documented through PREA Acknowledgement Forms (Attachments A, B, and C to Policy 6.11.2, Sexual Misconduct (PREA and Maine Statutes) Prevention);
 - k. review Unit Team minutes to ensure they include relevant PREA information, including ensuring they are regularly reviewing the resident housing report with PREA Screening ratings; and
 - l. work with the PREA Manager to execute any corrective action plans.

Procedure E: Facility PREA Manager Responsibilities

1. Each facility’s Chief Administrative Officer shall designate a staff person to be the facility PREA Manager.
2. The PREA Manager shall be responsible for the facility’s compliance with the standards of the Prison Rape Elimination Act. The PREA Manager ensures the sexual safety of facility residents and staff through a comprehensive approach to prevention, detection, and response to sexual misconduct and sexual harassment throughout the facility.

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 8 of 11 11/6/24R

3. Duties of the position include, but are not limited to:
 - a. support the PREA Coordinator and the PREA Monitor to ensure facility compliance with the PREA standards;
 - b. provide advice to facility administration on issues that relate to PREA compliance and the sexual safety of residents, including information on LGBTQ+ issues, developments in federal and state statutes, investigative best practices, reporting options, and analysis of data from the facility;
 - c. assess and monitor facility staffing levels and required video monitoring to ensure compliance with the facility staffing plan;
 - d. coordinate an annual review of the staffing plan with input from facility leadership, area supervisors, and the PREA Coordinator;
 - e. monitor compliance with unannounced supervisor rounds and recommend remedial action to train and advise security supervisors of the requirements;
 - f. ensure sexual misconduct and harassment incidents remain confidential and available only on a need to know basis;
 - g. ensure security supervisors make all appropriate notifications and referrals after an allegation of sexual misconduct or harassment through the completion of the PREA Allegation Checklist (Attachment A to Policy 6.11.3, PREA – Sexual Misconduct/Harassment Reporting and Investigation);
 - h. ensure all area supervisors and first responders understand their on-scene obligations for a reported incident;
 - i. establish and maintain multiple functioning methods to report incidents of sexual misconduct and harassment within the assigned facility and ensure these methods are posted and widely publicized; *§115.51*
 - j. review the PREA Allegation Checklist (Attachment A to Policy 6.11.3, PREA – Sexual Misconduct/Harassment Reporting and Investigation) and the Sexual Misconduct and Sexual Harassment Investigation Report (Attachment C to Policy 6.11.3, PREA – Sexual Misconduct/Harassment Reporting and Investigation);
 - k. coordinate a Sexual Misconduct Review meeting within thirty (30) days of the conclusion of all substantiated and unsubstantiated PREA allegations; *§115.86*
 - l. establish and maintain a positive working relationship with the Maine Coalition Against Sexual Assault to ensure ongoing and effective communications regarding sexual assault prevention, reporting response, and access to emotional support services and ensure relevant and appropriate information is made available for victim advocates to provide victims with emotional support, crisis intervention, information, and referrals;
 - m. collaborate with the PREA Coordinator to conduct a PREA Operational Assessment as provided in Department Policy 1.5.1, Correctional Operations Assessments, as necessary;
 - n. present recommendations for a corrective action plan after an area of vulnerability has been identified and submit them to the PREA Coordinator; and *§115.88*
 - o. establish and maintain a positive working relationship with those jails that are third-party reporting sites for the Department’s facilities.

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 9 of 11 11/6/24R

4. The facility PREA Manager’s duties shall also include, but are not limited to, the following:
- a. ensuring that all residents are screened for risk of sexual victimization or abusiveness, in accordance with the timeframes set out in Department policy, 6.11.2, Sexual Misconduct (PREA and Maine Statutes), Prevention: *§115.41, §115.42, & §115.81*
 - b. ensuring that all residents are provided timely, comprehensive education, through written materials and/or video, regarding their rights to be free from sexual misconduct and sexual harassment and to be free from retaliation for reporting such incidents, as well as Departmental policies for reporting and responding to such incidents. This education shall also include prevention, self-protection, and the availability of treatment and counseling; *§115.16 & §115.33*
 - c. ensuring that key information is continuously and readily available to residents through posters, resident handbooks, or other written materials;
 - d. reporting or ensuring the reporting of all PREA related complaints and alleged incidents to the PREA Coordinator within twenty-four (24) hours of the complaint or allegation;
 - e. working with the facility’s correctional investigative officer (detective) and other staff who have received specialized training in handling sexual misconduct allegations to ensure that all complaints or allegations of PREA violations are appropriately investigated;
 - f. submitting a detailed report to the PREA Coordinator within three (3) weeks from the date of the complaint or allegation, to include a thorough description of the alleged incident, as well as any investigative steps taken; *§115.22*
 - g. ensuring that unannounced rounds to identify and deter staff sexual misconduct and sexual harassment are conducted by supervisory staff. These rounds shall be conducted on all shifts and shall be documented in unit logbooks. The PREA Manager shall ensure that staff are not alerted that these rounds are occurring;
 - h. assisting in review and data collection relating to alleged incidents of sexual misconduct; *§115.89*
 - i. developing and, as necessary, revising a written facility plan to protect residents against sexual misconduct and sexual harassment and to coordinate actions taken by security staff, first responders, medical and mental health staff, the correctional investigative officer (detective) and other staff who have received specialized training in handling sexual misconduct allegations, and facility management in response to an incident of sexual misconduct or sexual harassment. The plan shall be reviewed at least once a year with the PREA Coordinator. When developing the plan, the following shall be considered:
 - 1) generally accepted correctional practices;
 - 2) any findings of inadequacy by courts or by federal or state investigative or oversight agencies;
 - 3) all components of the facility’s physical plant (including “blind-spots” or areas where staff or residents may be isolated) and availability of video monitoring;
 - 4) the composition of the resident population;

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 10 of 11 11/6/24R

- 5) the number and placement of staff, including supervisory staff;
 - 6) facility programs, services, and other activities provided on a particular shift;
 - 7) any applicable state laws, regulations, or standards; and
 - 8) the prevalence of substantiated and unsubstantiated incidents of sexual misconduct and sexual harassment; and
 - 9) any other relevant factors; and **§115.62 & §115.82**
- j. monitoring compliance with the plan to ensure that it is not deviated from except in emergencies and to ensure that the reasons for any deviations are documented.

VIII. PROFESSIONAL STANDARDS

ACA

- 5-ACI-3D-10** Written policy, procedure, and practice ensure that sexual conduct between staff and inmates, volunteers, or contract personnel and inmates, regardless of consensual status, is prohibited and subject to administrative and criminal disciplinary sanctions.
- 4-JCF-3D-07** Sexual conduct between staff and juveniles, volunteers, or contract personnel and juveniles, regardless of consensual status, is prohibited and subject to administrative and criminal disciplinary sanctions.

PREA

- § 115.11 Zero tolerance of sexual abuse and sexual harassment; PREA coordinator
- § 115.12 Contracting with other entities for the confinement of inmates
- § 115.13 Supervision and monitoring
- § 115.15 Limits to cross-gender viewing and searches
- § 115.16 Inmates with disabilities and inmates who are limited English proficient
- § 115.17 Hiring and promotion decisions
- § 115.18 Upgrades to facilities and technologies
- § 115.22 Policies to ensure referrals of allegations for investigations
- § 115.31 Employee training
- § 115.33 Inmate education
- § 115.41 Screening for risk of victimization and abusiveness
- § 115.42 Use of screening information
- § 115.51 Inmate reporting
- § 115.61 Staff and agency reporting duties
- § 115.62 Agency protection duties
- § 115.67 Agency protection against retaliation
- § 115.81 Medical and mental health screenings; history of sexual abuse
- § 115.82 Access to emergency medical and mental health services
- § 115.86 Sexual abuse incident reviews
- § 115.87 Data collection
- § 115.88 Data review for corrective action
- § 115.89 Data storage, publication, and destruction

POLICY NUMBER/TITLE	CHAPTER NUMBER/TITLE	PAGE NUMBER
6.11 Sexual Misconduct (PREA and Maine Statutes), General	6. Victim Services	Page 11 of 11 11/6/24R