STATE OF ALASKA
DEPARTMENT OF CORRECTIONS
INTERIM POLICY AND PROCEDURES MEMORANDUM

APPROVED BY: Dean R. Williams, Commissioner

DATE: 02/15/2017

MEMO TYPE: Public

MEMO TITLE: How To File An Ombudsman Complaint From Prison

MEMO ATTACHMENTS / FORMS:
(A.) How to File An Ombudsman Complaint From Prison.

AUTHORITY / REFERENCES:
22 AAC 05.155
AS 33.30.011
DOC P&P 101.07

PURPOSE:
The purpose of this Interim Policy And Procedures Memorandum (IPPM) is to provide an attachment to the current Department of Corrections (DOC) P&P 101.07, State Ombudsman, that guides people through the process of filing an Ombudsman complaint from prison.

APPLICATION:
This IPPM applies to all Department employees and prisoners.

EXISTING DOC POLICY & PROCEDURES MODIFIED:
This IPPM modifies language found in DOC P&P 101.07, State Ombudsman. Specifically this IPPM adds a new section D. under the Procedures section of the policy titled “Filing an Ombudsman Complaint From Prison”. It also adds an attachment (Attachment A) to the existing P&P.

NEW PROCEDURES:

D. If a prisoner wishes to file a complaint from a DOC institution, they may refer to the guide How To File An Ombudsman Complaint From Prison (Attachment A), that was produced by the Office of the Ombudsman.