

POLICY OF STATE OF DELAWARE DEPARTMENT OF CORRECTION	POLICY NUMBER 6.1	PAGE NUMBER 1 of 2
	RELATED ACA Standards 2-CO-1F-06; 2-CO-1F-07; 2-CO-1A-09	
CHAPTER: 6 PLANNING, INFORMATION TECHNOLOGY, EVALUATION AND RESEARCH	SUBJECT: PLANNING SYSTEM AND INFORMATION SYSTEM EXCHANGE	
APPROVED BY THE COMMISSIONER:  9/3/14		
EFFECTIVE DATE:		
APPROVED FOR PUBLIC RELEASE		

I. AUTHORITY: 11 *Del. C.* §6517, 6551; 29 *Del. C.* §8903

II. PURPOSE: To establish a Departmental planning system and to authorize participation in federal, state, local and/or regional planning and information exchange.

III. APPLICABILITY: All Department employees, volunteers, persons or organizations conducting business with the Department.

IV. DEFINITIONS: None

V. POLICY: The Department of Correction recognizes that planning, budgeting, and program management functions are interrelated and directly linked with the achievement of its goals and objectives. Therefore, it is the policy of the Department of Correction to establish a system of long and short-range planning in order to anticipate and meet the demands of the organization.

The Commissioner, and Executive Committee as delegated, shall be responsible for the execution of the planning functions including the ongoing survey, analysis, and projection of correctional needs. The planning system procedures shall be developed by staff as designated by the Commissioner. The participation of all employees shall be encouraged.

It is the policy of the Department of Correction to participate and collaborate with federal, state, local and/or regional jurisdictions in the areas of criminal justice planning and information exchange.

Procedures to implement this policy should be developed by the Commissioner, each Bureau Chief/section manager and must be in accordance with Delaware Code and policy 6.7 Information and Data Collection System Security.

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Consistent with available resources, the Department will cooperate with federal, state, local, and/or regional planning efforts of other agencies.