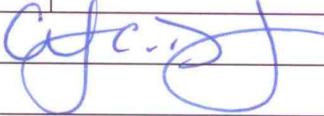


POLICY OF STATE OF DELAWARE DEPARTMENT OF CORRECTION	POLICY NUMBER 6.4	PAGE NUMBER 1 of 1
	RELATED ACA Standards 2-CO-2B-02, 2-CO-2B-03	
CHAPTER: 6 PLANNING, INFORMATION SYSTEMS, EVALUATION and RESEARCH	SUBJECT: FACILITY PLANNING	
APPROVED BY THE COMMISSIONER: 		
EFFECTIVE DATE: 11/20/09		
APPROVED FOR PUBLIC RELEASE		

I. AUTHORITY: 11 Del. C. 6517, 29 Del. C. 8903

II. PURPOSE: To require a needs analysis prior to new construction or expansion.

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

IV. DEFINITIONS: Chief of Community Relations – The manager of the Office of Community Relations.

V. POLICY: It is the policy of the Department to conduct a comprehensive needs analysis prior to the construction of new facilities, and renovation or the expansion of existing facilities. In addition, all planning for residential facilities must allow for community participation.

Staff as designated by the Commissioner shall be responsible for completing the needs analysis to determine the programs and/or facilities most appropriate for the population to be served.

The Chief of Community Relations shall be responsible for coordinating community involvement as well as promoting public awareness.