



STATE OF ALABAMA  
DEPARTMENT OF CORRECTIONS

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ADMINISTRATIVE REGULATION  
NUMBER 010

OPR: INSTITUTIONS

DEPARTMENT OF CORRECTIONS DISASTER ASSISTANCE AND  
"STATE OF EMERGENCY" PLAN

I. GENERAL

The purpose of this regulation is to outline the operating procedure to be utilized in the event of natural or man-made disaster (i.e. fire, tornado, hurricane, flood, earthquake, or other disaster) and in emergency situations.

II. RESPONSIBILITIES

- A. The Alabama Department of Corrections (ADOC) is responsible, upon request of the Director of the Alabama Emergency Management Agency, to provide available manpower, equipment, and communications in cases of disasters. The Commissioner of the Department of Corrections is responsible for the security and proper operations of all facilities within the Department of Corrections in the event of an emergency situation.
- B. The Deputy Commissioner for Institutions (DCI), or designee, is designated as the Disaster Assistance Plan Coordinator for the Department of Corrections. It is the DCI's responsibility to coordinate the overall functions of the ADOC when responding to requests for relief under the Alabama Emergency Management Agency's Plan.
- C. The DOC Commissioner is responsible for declaring or ending a "STATE OF EMERGENCY" in emergency situations.

### III. ACTIVATION PROCEDURE

#### A. DISASTER

1. When requested by the Alabama Emergency Management Agency, the DCI, or designee, will report to the Emergency Operation Center in Clanton, AL.
2. Wardens/Directors will act as Disaster Assistance Plan Coordinators at the local level in less severe disasters. The Warden or Director will be appointed by the Commissioner, or DCI in the Commissioner's absence, at the time of the request from the Director of the Alabama Emergency Management Agency.
3. The major support of the DOC will be manpower. Inmate labor may be utilized at the discretion of the Disaster Plan Coordinator and with the approval of the Commissioner, or in the Commissioner's absence, the DCI. Inmate labor will be under the supervision of DOC personnel when utilized.
4. The Disaster Assistance Plan Coordinator, with the approval of the Commissioner, or in the Commissioner's absence the DCI, may suspend certain operations, including but not limited to farming, construction, movement of inmates, work release, and other inmate jobs, and may authorize the use of Departmental equipment and personnel during a disaster.
5. Wardens/Directors utilized as Disaster Assistance Plan Coordinators will maintain accurate records of the type and amount of equipment and/or personnel assistance rendered by the Department during a disaster. A copy of these records will be forwarded to the DCI at the conclusion of the disaster effort.

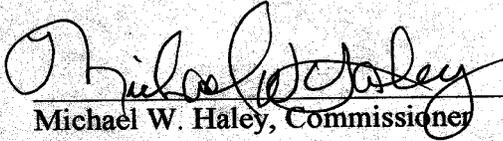
#### B. A STATE OF EMERGENCY

1. The ALDOC Commissioner may declare a **"STATE of EMERGENCY"** upon a determination that the orderly function and/or security of any facility is threatened by a specific occurrence of circumstance.
2. During a declared **"STATE OF EMERGENCY"**, the Commissioner has the authority to temporarily suspend all normal activities, including but not limited to, policy and procedure directives, job and shift assignments, leave, SOP's and Administrative Regulations, until such time as the Commissioner determines all conditions have returned to normal and the **"STATE OF EMERGENCY"** can be declared ended.
3. During a **"STATE OF EMERGENCY"**, reasonable effort will be made to protect the legal rights of all personnel and inmates.

4. When, in the opinion of the Commissioner and conditions warrant, the Commissioner will declare that the “**STATE OF EMERGENCY**” has ended and all functions of the Department will resume their normal operations in timely manner.

#### **IV. SUPERSESSION**

This regulation supersedes Administrative Regulation 010, dated March 8, 1983.



Michael W. Haley, Commissioner