

**MARCH 2017 PERSONNEL MANUAL UPDATE
SUMMARY OF REVISIONS**

EXECUTIVE DIRECTIVE:

PD-29, “Sexual Misconduct with Offenders” (rev. 5)

1. Revised Policy statement.
2. Added definition for Intern; revised definitions of Contract Employee, Informal Marriage, Other Individual, Sexual Abuse, Sexual Harassment, Sexual Misconduct, Spouse, Vendor, and Voyeurism.
3. Discussion, Section I.C: Revised to include that communication of a sexual nature between other individuals shall be reported; previous language included only employees.
4. Discussion, Section III: Revised to prohibit other individuals from providing false information in an investigation of sexual misconduct with offenders; previous language included only employees.
5. Procedures, Section I.B: Introductory paragraph – Revised to state alleged sexual misconduct; sexual abuse language omitted because abuse is included in the definition of sexual misconduct. Similar language revised in Section I.C.
6. Procedures, Section I.B: Updated language to clarify that an employee or other individual may privately report sexual misconduct of offenders directly to the PREA ombudsman, a unit OIG investigator, or the OIG Records Management Office without reporting the misconduct through the chain of command.
7. Procedures, Section III.D: Added language to include training for interns.
8. Grammatical and formatting updates were made.