

GEORGIA DEPARTMENT OF CORRECTIONS



Standard Operating Procedures

Policy Name: Use of Offender Labor on State Housing

Policy Number: 207.01

Effective Date: 02/20/2025

Page Number: 1 of 2

Authority:
Commissioner

Originating Division:
Facilities Division

Access Listing:
Level I: All Access

I. Introduction and Summary:

Offender labor may be used for certain activities related to the care of state-owned staff housing. Normally, offender labor may not be used for the care or maintenance of leased staff housing.

II. Authority:

A. Ga. Comp. R. & Regs. R.: 125-2-1-.01(d) and 125-3-5-.07.

III. Definitions:

As used in this SOP, these terms are defined as follows:

A. **Residence** - This shall be housing assigned as a staff member's Residence, whether owned or leased by the state or county.

B. **Wardens' Residence** - This shall be housing assigned as the Warden's Residence, whether owned or leased by the state or county.

IV. Statement of Policy and Applicable Procedures:

A. Offender labor may be utilized for the maintenance and care of state-owned housing and property intended for staff Residence. The following describes approved activities related to the provision of offender labor:

1. Repair to the building or grounds.
2. Grounds maintenance including mowing of grass, care of bushes, trees, removing of naturally occurring debris such as limbs and branches.
3. Painting, recarpeting, wallpapering or other similar activities related to the general upkeep with prior approval in writing from the Field Operations Manager.
4. Caring for and cleaning vacant properties.

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B. Offender labor will not be utilized in the following or similar activities as it relates to state owned housing.

1. Routine housecleaning of an occupied state house.
2. Service type work, cooking, serving meals, childcare or other type activity associated with functioning as a domestic worker.

C. Offender labor will not be used for the care or maintenance of leased staff housing in any manner.

D. Offenders shall not make permanent improvements to leased housing.

V. **Attachments:** None.

VI. **Record Retention of Forms Relevant to this Policy:** None.