

**Tier II Segregated Transition Education Program (Tier II STEP)
Assignment Memo**

I. Offender: _____ **GDC #:** _____ **DATE:** _____

II. Tier II STEP Assignment

In accordance with Tier II Program SOP, you were placed in the Administrative Segregation: Tier II STEP for the following reasons:

Director, Field Operations: _____
Signature/Date

II. Offender's Service

Offender advised of assignment to Tier II STEP and served a copy of Tier II Program Assignment Memo (Attachment 1):

Date Served: _____

Counselor: _____

Offender Acknowledgment of Service: _____
Offender Signature