



Department of Justice and Public Safety
Adult Custody Services

Policy: **Local Policy A-2**
Effective: March 2001
Revised: November 2022

MISSION STATEMENT

Adult Custody Services is committed to providing professional practices that respect human rights and ensure safety for all. To be successful we will deliver fair practices, incorporate transparent policies and procedures, ensure independent quality assurance processes, and provide program access that allows for educational, cultural, traditional, and faith-based services as well as mental wellness and community re-entry assistance.

PURPOSE

To establish means of development, implementation and maintenance of local policies and policy manuals.

LEGISLATIVE AUTHORITY

[Corrections Act NB Regulation 35\(a\)](#)

SCOPE

This policy applies to all employees of the Adult Custody Services division of the Department of Justice and Public Safety.

POLICY GUIDELINES

The Director of Adult Custody Services is the policy coordinator.

PROCEDURE

Local Policy required

The Superintendent shall have local policies and the required manuals developed.

Staff responsibility

Staff must familiarize themselves with local policy.

Manual kept current

Local Policy Manuals must be kept current

Policy consistent



Department of Justice and Public Safety
Adult Custody Services

Local policies must not conflict with and are subservient to provincial policy.

Director of Adult Custody Services approval

Local policies will be approved by the Director of Adult Custody Services

Staff informed of amendments

Staff must be informed of amendments

RELATED POLICY

A-1 Development of Policy and Procedure
Adult Institutional Policy NB