

National Major Gang Task Force

A model format for establishing Prison Security Threat Group policy and plan.

Compiled by the NMGTF Executive Board, Executive Leadership Council and State Coordinators

Background

The purpose of this document is to provide a recommended model format for the development of Security Threat Group (STG) policy statements for state or local correctional agencies. While the specifics of each policy element may vary by agency, the National Major Gang Task Force (NMGTF) recommends that such policy include, as a “best practice”, the following general components and recommended elements of those components. Many agencies will add additional policy elements to this recommended checklist. In some cases, suggested “best practice” example language is included within the recommended policy elements.

Recommended STG Policy Components:

A.) Policy Statement

B.) Purpose, Mission, etc.

C.) References

- ACT standards
- Statutes, case law, rules, related agency policies

D.) Definitions

1. Groups

a) Security Threat Groups (STG)

Example Definition: “A group or association who may have common characteristics and who individually or collectively engage it, or have engaged in any activity which poses a threat to the safety of offenders, staff, or the community.

b) Disruptive Groups (D/G) (or similar term)

Concept: If an agency chooses to impose special restrictions or controls on the most violent or disruptive STG’s, this STG sub-group must be clearly defined in terms of how it is certified as such, who has the authority to certify, how certification is reviewed on a cyclic basis, and the restrictions imposed on that Disruptive Groups.

2. Process

- Population profiles (what groups are in population)
- Threat Index (relative propensity of a group for violence)
- Certification (groups)
- Validation (individuals)

3. Staff

Each staff playing a role in STG management must be defined

Examples:

- STG officer/investigator (or similar title)
- Validating official
- Certifying official

STG Policy Components, Definitions, cont'd., Page 2

4. Individual Inmates
 - If an agency chooses to have levels:***
 - Member (validated)
 - Suspect (potential for eventual validation)
 - Associate
 - Drop-out

- E.) Staff Roles, Training and Qualifications for STG Procedures
 1. Staff Roles
 - STG officer/investigator (or similar title)
 - Validating official
 - Certifying official

 2. Training requirements

- F.) Procedures
 1. Groups
 - Possible examples:***
 - a) General groups identification (population profile)
 - Canvas what identifiable groups are in population
 - b) Designation as Security Threat Groups (advisory only)
 - Criteria and decision authority
 - c) Certification of specific STG's as a Disruptive Groups (D/G's)
 - Criteria and decision authority

 2. Individuals
 - Possible examples:***
 - Simple identification of inmates associated with an STG
 - Validation of inmates as member/suspect/assoc, etc. of D/G
 - Criteria and decision authority

- G.) Management and Control of STG offenders (examples include)
 - Classification (such as security level)
 - Housing
 - Renunciation

- H.) Management of STG Records and related information
 1. General STG listings, rosters
 2. Group certification packages (D/G) and group activity records
 3. Member validation packages and activity records
 4. Database management
 5. Manual logs and record keeping systems
 6. Records of cyclic review process (if any)
 - Certifications
 - Validations
 7. Records retention schedule and procedures

- I.) Access & Dissemination
 - Establish guidelines for which staff can access STG records, and which staff has the authority to disseminate STG information***

STG Policy Components, cont'd., Page 3

J.) Attachments

- Certification criteria worksheet (for groups)
- Validation criteria worksheet (for individuals)
- Other standardized STG forms (self-admission, debriefings-renunciations, etc.)