**DOC Photo Identification Card Spreadsheet:**

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| **Security Level:** | **Photo BG Color:** | **Accent Stripes:** | **Criteria:** | **Examples:** |
| **High.** | Red | Red | **DOC Employee.**Institutional security staff and / or highest security clearance within the Department. May enter all areas of an institution, including maximum security. | * Deputy Commissioner.
* Special Assistant To The Commissioner.
* Directors.
* Deputy Directors.
* Superintendents.
* Assistant Superintendents.
* Criminal Justice Planners.
* Special Operations Response Team (SORT) Members.
* Prisoner Transportation Officers (PTO).
* Correctional Officers.
* Other persons as designated by the Commissioner, Deputy Commissioners and Director of Institutions.
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| Blue | **DOC Employee.**(See above.) | * Institutional Probation Officer (IPO).
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| **Intermediate.** | Blue | Blue | **DOC Employee.**Department and institutional staff with an intermediate security clearance who may access all areas of the institution un-escorted, except maximum security areas. | * Facilities Planner.
* DPP Probation Officers (PO).
* Administrative Officers.
* Research Analyst.
* Correctional Industries Manager.
* Program Coordinator.
* Analyst / Programmer.
* Program Budget Analyst.
* Education Associates / Coordinator.
* Food Service Employees.
* Maintenance Staff.
* State Employed Chaplains.
* Inmate Medical & Mental Health Professionals.
* Other program employees as designated by the Director of Institutions.
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| **Limited.** | Yellow | Yellow | **DOC Employee.**Department and institutional support staff who have limited access to program areas of an institution at the discretion of the Superintendent. | * Criminal Justice Technicians.
* Accounting Clerks.
* Office Assistants.
* Other support personnel as designated by a Deputy Commissioner or the Director of Institutions.
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| **Limited.** | White (No color.) | Orange | **Contractor.**Can access areas of an institution related to their contractual work with the Department. | * Akeela.
* New Path High School.
* Volunteer Chaplain.
* Other contractors designated by the Superintendent.
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| **Limited.** | White (No color.) | Green | **VIP Volunteer.**Can access areas of an institution approved for un-escorted programming. | * Special volunteers who have been screened and pre-vetted.
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| **None.** | White (No color.) | White (No color.) | **Infrequent visitors, contractors, etc.**Must be escorted at all times, can only access limited areas of an institution directly related to their visit.  | * Non-employee visitors.
* Volunteers.
* Contractors.
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| **None.** | White (No color.) | White (No color.) | **Retired DOC Employee.**Retired employees must be treated like infrequent visitors, regardless of their former employment with the Department. | * Retired DOC employees.
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