



**STATE OF ALASKA  
DEPARTMENT OF CORRECTIONS  
INTERIM POLICY AND PROCEDURES MEMORANDUM**

APPROVED BY:

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Dean R. Williams, Commissioner

DATE:

11/07/18

PAGE:

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MEMO TYPE:  
**Public**

MEMO TITLE:

**Forced Savings Request Form**

MEMO ATTACHMENTS / FORMS:

**(A.) Forced Savings Request Form.**

AUTHORITY / REFERENCES:

**22 AAC 05.155**

**AS 33.30.021**

**AS 33.05.010**

**AS 44.28.030**

**AS 33.16.180**

**DOC P&P 304.01**

**AS 33.30.011**

## PURPOSE:

The purpose of this Interim Policy And Procedures Memorandum (IPPM) is to attach a *Forced Savings Request Form* to DOC P&P 304.01, Prisoner Wages And Funds Disbursal, so that prisoner requests for forced savings money may be made in a uniform manner.

## APPLICATION:

This IPPM applies to all Department employees and prisoners.

## EXISTING DOC POLICY & PROCEDURES MODIFIED:

This IPPM modifies language found in DOC P&P 304.01, Prisoner Wages And Funds Disbursal. Specifically, language found in the Procedures section I., C., 3.

## NEW PROCEDURES:

Procedures section I., C., 3., shall be re-written as follows:

“In cases of extreme hardship monies may be disbursed from a prisoner's Mandatory Savings account prior to release. Disbursements due to hardship will be at the sole discretion of the Deputy Commissioner or designee and must be requested by the prisoner on a *Forced Savings Request Form* (Attachment A). Mandatory Savings may not be used to either calculate or pay court-ordered filing fees as determined by Alaska Statute 09.19.010. This applies to Federal as well as State court.”