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COMMISSIONER'S DIRECTIVE 706

In Effect: 2014-04-02
Last Review: 2014-04-02
Due for Review: 2016-04-01

Classification of Institutions

PROGRAM ALIGNMENT	Custody; Community Supervision
OFFICE(S) OF PRIMARY INTEREST	Correctional Operations and Programs Sector
ONLINE @	<ul style="list-style-type: none"> • http://infonet/cds/cds/706-cd-eng.pdf • http://infonet/cds/cds/706-cd-fra.pdf • http://www.csc-scc.gc.ca/policy-and-legislation/706-cd-eng.shtml • http://www.csc-scc.gc.ca/politiques-et-lois/706-cd-fra.shtml
AUTHORITIES	<ul style="list-style-type: none"> • Corrections and Conditional Release Act (CCRA), sections 2, 3, 3.1, 4, 15.1, 28, 30 and 96(z.6)
PURPOSE	<ul style="list-style-type: none"> • To ensure the appropriate classification of institutions and create an environment at all security levels that fosters constructive interaction, the delivery of programs and activities, and the development and maintenance of responsible behaviour by offenders
APPLICATION	Applies to all staff in federal institutions

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RESPONSIBILITIES AND PROCEDURES

1. The Commissioner will:
 - a. assign one of the following classifications to each institution: minimum, medium, maximum, clustered or multi-level security (see [Annex B](#))
 - b. establish [behavioural norms](#) and security requirements for each security level
 - c. designate an institution as multi-level or clustered, with distinctions between programming and privileges as extended to the different security levels.
2. Offenders are expected to:
 - a. conduct themselves in a manner that demonstrates respect for other persons and property
 - b. obey penitentiary rules and regulations
 - c. participate in programs, activities and/or interventions identified in their Correctional Plans.

Security Requirements

3. Dynamic and static measures will reflect the degree of control required to maintain the security and stability of the institution and to protect the public, staff and offenders.

MEN'S INSTITUTIONS

Minimum Security Institutions – Male Inmates

Security

4. The perimeter of a minimum security institution will be clearly defined but not normally directly controlled. The Institutional Head will communicate this information to all staff and inmates. Firearms will not be retained in the institution.

Behavioural Norms

5. Minimum security inmates are expected to:
 - a. interact effectively and responsibly with minimal supervision
 - b. demonstrate a high level of motivation towards self-improvement by actively participating in their Correctional Plans.

Healing Lodges/Healing Villages – Male Inmates

Security

6. The perimeter of a healing lodge/healing village will be defined but not be directly controlled. This information will be communicated to all staff and inmates by the Institutional Head. Inmate movement and association will be monitored primarily through dynamic security and a high degree of interaction between employees and offenders. Firearms will not be utilized for perimeter security, nor retained in healing lodges/healing villages. However, the Institutional Head may permit the use of firearms during emergency situations. The healing lodge/healing village accommodates male inmates classified at a minimum security level.

Behavioural Norms

7. In addition to any other provisions regarding behavioural norms for inmates, inmates within healing lodges/healing villages are expected to demonstrate respect for Aboriginal traditional healing concepts and commitment to participating in Aboriginal programs and interventions that are consistent with their Correctional Plans.

Medium Security Institutions – Male Inmates**Security**

8. The perimeter of a medium security institution will be well defined, secure and controlled. Inmate movement and association will be regulated and supervised. Although firearms will be retained in the institution, they will not normally be deployed inside the perimeter.

Behavioural Norms

9. Medium security inmates are expected to:
 - a. interact effectively and responsibly while subject to regular and often direct supervision
 - b. demonstrate an interest and actively participate in their Correctional Plans.
10. To access a medium security institution offering a responsibility-based, small-group living environment, inmates will be expected to demonstrate:
 - a. a capacity to manage responsibility for their own behaviour with minimal staff intervention
 - b. a high level of motivation to participate in their Correctional Plans.

Maximum Security Institutions – Male Inmates**Security**

11. The perimeter of a maximum security institution will be well defined, secure and controlled. Inmate movement and association will be strictly regulated and directly supervised. Firearms will be retained in the institution and may be deployed inside the perimeter.

Behavioural Norms

12. Maximum security inmates are expected to:
 - a. interact effectively and responsibly, while subject to constant and direct supervision
 - b. demonstrate at least a minimum interest in participating in their Correctional Plans.

Clustered Institutions – Male Inmates

Security

13. The perimeter of [clustered institutions](#) will vary depending upon the security level of the units associated with each institution:
- a. for clustered institutions with minimum security units, these units will have clearly defined perimeters but not normally directly controlled. The Institutional Head will ensure all staff and inmates are aware of the defined perimeters for the minimum security units. Firearms will not be retained in minimum security units
 - b. for clustered institutions with medium security units, these units will have clearly defined, secure and controlled perimeters. Inmate movement and association will be regulated and supervised. Although firearms will be retained in the institution, they will not normally be deployed inside the perimeter
 - c. for clustered institutions with maximum security units, these units will have well defined, secure and controlled perimeters. Inmate movement and association will be strictly regulated and directly supervised. Firearms will be retained in the institution and may be deployed inside the perimeter.

Behavioural Norms

14. Inmates in a clustered institution are expected to:
- a. interact in a manner that respects their security classification and/or classification of the unit in which they are incarcerated (refer to previous paragraphs for corresponding expectations)
 - b. demonstrate an interest in their Correctional Plans (refer to previous paragraphs for corresponding expectations).

Special Handling Unit – Male Inmates

Security

15. The perimeter of the [Special Handling Unit](#) will be well defined, secure and strictly controlled. Inmate movement and association will be strictly regulated and rigidly controlled. Firearms will be retained in the institution and may be deployed inside the perimeter.

Behavioural Norms

16. Inmates in the Special Handling Unit are expected to:
- a. interact in a non-violent and non-threatening manner while subject to enhanced supervision

- b. participate in correctional planning intended to modify their attitudes and stabilize their behaviours so they can function without serious incident in a maximum security institution.

MULTI-LEVEL INSTITUTIONS

Behavioural Norms

17. Inmates in a multi-level institution are expected to:

- a. interact in a manner that respects their security classification and/or classification of the unit in which they are incarcerated (refer to previous paragraphs for corresponding expectations)
- b. demonstrate an interest in their Correctional Plans (refer to previous paragraphs for corresponding expectations).

WOMEN'S INSTITUTIONS

Security

18. The perimeter of [women's institutions](#) will be well defined, secure and controlled; however, the perimeter may vary depending on the presence of a minimum security unit outside the secure perimeter fence. Dynamic security will be emphasized. Firearms will not be utilized for perimeter security, nor retained in women's institutions. However, the Institutional Head may permit the use of firearms during emergency situations after consultation with the Regional Deputy Commissioner.

Minimum and Medium Security – Women Offenders

19. Inmates at the minimum or medium security level will be incarcerated in a [living unit](#).

20. Women classified as minimum security may be housed in a living unit in the main part of the institution or in a unit outside the secure perimeter fence.

Security – Living Units

21. Inmate movement and association will be regulated primarily through dynamic security involving regular monitoring and a high degree of interaction between staff and inmates.

Behavioural Norms

22. Minimum security inmates are expected to:

- a. interact effectively and responsibly while subject to regular supervision
- b. demonstrate a high level of motivation towards self-improvement by actively participating in their Correctional Plans.

23. Medium security inmates are expected to:

- a. interact effectively and responsibly while subject to regular supervision
- b. demonstrate an interest and actively participate in their Correctional Plans.

Healing Lodges/Healing Villages – Women Offenders

Security

24. The perimeter of a healing lodge/healing village will be defined but not directly controlled. This information will be communicated to all staff and inmates by the Institutional Head. Inmate movement and association will be monitored primarily through dynamic security and a high degree of interaction between employees and offenders. Firearms will not be utilized for perimeter security, nor retained in healing lodges/healing villages. However, the Institutional Head may permit the use of firearms during emergency situations. The healing lodge/healing village accommodates women offenders classified at the minimum and/or medium security level.

Behavioural Norms

25. In addition to any other provisions regarding behavioural norms for inmates, inmates within healing lodges/healing villages are expected to demonstrate respect for Aboriginal traditional healing concepts, and commitment to participating in Aboriginal programs and interventions that are consistent with their Correctional Plans.

Maximum Security – Women Offenders

Security – Secure Unit

26. There are enhanced static security measures in the [secure unit](#), including closed pods, a control post, cell accommodation and a secure yard. Movement and association within the unit are regulated and supervised.

27. An inmate classified at the maximum security level who is granted access to other areas of the institution will be under constant staff supervision.

Behavioural Norms

28. Maximum security inmates are expected to:

- a. interact effectively and responsibly, while subject to constant and direct supervision
- b. demonstrate at least a minimum interest in participating in their Correctional Plans.

REGIONAL TREATMENT CENTRES

Security

29. When a [regional treatment centre](#) is located within the perimeter of another institution, the security measures will be dependent on the security classification of the institution and on the location of the centre within the institution.
30. In the case of a standalone regional treatment centre, the perimeter will be well defined, secure and controlled. Firearms will be retained in the treatment centre and will be utilized for perimeter security. However, they will only be deployed inside the treatment centre during emergency situations with the authorization of the Institutional Head.

Behavioural Norms

31. The behavioural norms for inmates at regional treatment centres will reflect their security level, and inmates are expected to comply with their treatment plan and Correctional Plan.

COMMUNITY CORRECTIONAL CENTRES

Security

32. Although [Community Correctional Centres](#) (CCC) are classified as minimum security institutions, due to their role in accommodating offenders on conditional release or on a long term supervision order, they are not required to conform to all minimum security standards (see [CD 714 – Community Correctional Centre Standards](#)).

Behavioural Norms

33. Inmates/offenders in a CCC will:
- a. act in accordance with the behaviour expected of inmates/offenders residing in a CCC under community supervision
 - b. comply with their Correctional Plan.

ENQUIRIES

34. Strategic Policy Division
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Commissioner,

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Don Head

ANNEX A

CROSS-REFERENCES AND DEFINITIONS

CROSS-REFERENCES

[CD 702 – Aboriginal Offenders](#)

[CD 705-6 – Correctional Planning and Criminal Profile](#)

[CD 705-7 – Security Classification and Penitentiary Placement](#)

[CD 708 – Special Handling Unit](#)

[CD 710-1 – Progress Against the Correctional Plan](#)

[CD 710-2 – Transfer of Inmates](#)

[CD 710-6 – Review of Inmate Security Classification](#)

[CD 712-5 – Pre-Release Case Preparation for Provincial/Territorial Offenders and Federal Offenders Incarcerated in Provincial/Territorial Facilities](#)

[CD 714 – Community Correctional Centre Standards](#)

[CD 800 – Health Services](#)

DEFINITIONS

Behavioural norms: the expected behaviours of inmates at or within each security level. The degree to which individual behaviour compares to expectations indicates the need for intervention strategies.

Clustered institution: a group of separate units of different security levels administered by one Institutional Head. The difference between a clustered institution and a multi-level institution is related to maintaining the distinction and separation of the various security levels, normally in relation to accommodation, structured activities and inmate movement.

Community Correctional Centre (CCC): a federally operated community-based residential facility that provides a structured living environment with 24-hour supervision, programs, and interventions for the purpose of safely reintegrating offenders into the community. These facilities, which may also have an enhanced programming component, accommodate offenders under federal jurisdiction who have been released to the community on unescorted temporary absences, day parole, full parole, work releases, statutory release, as well as those subject to long-term supervision orders.

Healing lodge/Healing village: a minimum or multi-level security facility operated by CSC in cooperation with an Aboriginal community. These facilities may or may not be located on First Nations' reserve land. Healing lodges may also be facilities run by the Aboriginal community under [section 81](#) of the CCRA when approved by the Minister.

Living unit: a house that accommodates minimum and medium security women (including the Structured Living Environment). Living units do not include cells or pods in the Secure Unit or the Segregation Unit.

Regional treatment centre: a multi-level security institution that operates as a provincially recognized hospital and/or psychiatric hospital mandated to accommodate offenders unable to function in parent

institutions due to a mental disorder, cognitive impairment, and/or physical disability typically associated with aging, or who require specialized assessments.

Secure Unit: a unit that accommodates women classified as maximum security.

Special Handling Unit (SHU): a facility that incarcerates male inmates who pose an ongoing danger to the public, staff and/or other inmates, and who cannot be safely managed at any other maximum security institution.

Women offender institution: a multi-level institution containing clustered structures designed to address the needs of women offenders. Offenders classified at the minimum and medium security level may be accommodated together in living units. Offenders classified at the maximum security level are accommodated in a separate, Secure Unit.

ANNEX B**SECURITY CLASSIFICATION OF THE CORRECTIONAL SERVICE OF CANADA'S INSTITUTIONS**

The names and security classifications of the CSC's institutions are listed below by region.

<u>Name</u>	<u>Security Classification</u>
<u>ATLANTIC REGION</u>	
Institutions	
Atlantic Institution	Maximum
Dorchester Penitentiary Medium Unit Minimum Unit	Clustered
Nova Institution for Women	Multi-level
Shepody Healing Centre	Multi-level
Springhill Institution	Medium
Community Correctional Centres	
Carlton Annex Community Correctional Centre	Minimum
Carlton Community Correctional Centre	Minimum
Newfoundland and Labrador Community Correctional Centre	Minimum
Parrrtown Community Correctional Centre	Minimum
<u>QUEBEC REGION</u>	
Institutions	
Archambault Institution Medium Unit Minimum Unit	Clustered
Federal Training Centre Medium Unit Minimum Unit	Clustered
Regional Reception Centre Special Handling Unit (maximum security)	Multi-level
Regional Mental Health Centre	Multi-level

Cowansville Institution	Medium
Donnacona Institution	Maximum
Drummond Institution	Medium
Joliette Institution	Multi-level
La Macaza Institution	Medium
Port-Cartier Institution	Maximum
Community Correctional Centres	
Hochelaga Community Correctional Centre	Minimum
Laferrière Community Correctional Centre	Minimum
Marcel Caron Community Correctional Centre	Minimum
Martineau Community Correctional Centre	Minimum
Ogilvy Community Correctional Centre	Minimum
Sherbrooke Community Correctional Centre	Minimum

ONTARIO REGION

Institutions

Bath Institution	Medium
Beaver Creek Institution	Clustered
Medium Unit	
Minimum Unit	
Collins Bay Institution	Clustered
Maximum Unit	
Medium Unit	
Minimum Unit	
Grand Valley Institution for Women	Multi-level
Joyceville Institution	Clustered
Medium Unit	
Minimum Unit	
Millhaven Institution	Maximum

Regional Treatment Centre Unit at Millhaven Institution Unit at Bath Institution	Multi
Warkworth Institution	Medium
Community Correctional Centres	
Hamilton Community Correctional Centre	Minimum
Keele Community Correctional Centre	Minimum
Portsmouth Community Correctional Centre	Minimum

PRAIRIE REGION**Institutions**

Bowden Institution Medium Unit Minimum Unit	Clustered
Drumheller Institution Medium Unit Minimum Unit	Clustered
Edmonton Institution	Maximum
Edmonton Institution for Women	Multi-level
Grande Cache Institution	Medium
Grierson Institution	Minimum
Okimaw Ohci Healing Lodge	Multi-level
Pê Sâkâstêw Centre	Minimum
Regional Psychiatric Centre	Multi-level
Saskatchewan Penitentiary Maximum Unit Medium Unit Minimum Unit	Clustered
Stony Mountain Institution Medium Unit Minimum Unit	Clustered
Willow Cree Healing Lodge	Minimum

Community Correctional Centres

Osborne Community Correctional Centre	Minimum
Oskana Community Correctional Centre	Minimum

PACIFIC REGION**Institutions**

Fraser Valley Institution	Multi-level
Kent Institution	Maximum
Kwìkwèxwelhp Healing Village	Minimum
Matsqui Institution	Medium
Mission Institution Medium Unit Minimum Unit	Clustered
Mountain Institution	Medium
Pacific Institution Regional Treatment Centre (multi-level security)	Multi-level
William Head Institution	Minimum
Community Correctional Centre	
Chilliwack Community Correctional Centre	Minimum
