

 <p><b>KENTUCKY CORRECTIONS</b> Policies and Procedures</p>	Policy Number	Total Pages
	15.5	2
	Date Filed	Effective Date
	May 14, 2007	August 31, 2007
References/Authority KRS 197.045, 197.020, 196.035 CPP 15.2	Subject <b>RESTORATION OF FORFEITED GOOD TIME</b>	

I. DEFINITIONS

None

II. POLICY and PROCEDURES

Corrections shall provide guidelines and procedures for the restoration of good time which has been lost as the result of rule violations in order to promote an incentive for improved behavior and adjustment.

- A. Good time loss resulting from any Category III through Category VI rule violation, as described in CPP 15.2, may be restored.
- B. Good time loss resulting from any Category VII rule violation, as described in CPP 15.2, shall not be subject to restoration.
- C. Meritorious good time that was forfeited shall not be subject to restoration.
- D. Award and review procedures

On the first business day of each month, an electronic listing shall be generated indicating the amount of good time restoration for each inmate. Designated staff shall approve, deny, or adjust the award amount.

Institutions	Warden or designee
Contract Facilities	Warden or designee
Controlled Intake	Director of Local Facilities or designee
Class D or CC	Director of Local Facilities or designee
Community Service	Director of Local Facilities or designee
Interstate Compact	Classification Manager or designee

Offender Information Services shall make entries to an inmate whose award is denied or adjusted.

- E. An inmate shall be continuously reviewed for eligibility for good time restoration. An inmate may be reviewed for restoration of forfeited good time six (6) months

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after conviction of any Category III or above offense, with the exceptions as previously noted in this policy. The following criteria shall be met:

1. The inmate has completed six (6) consecutive months at a Corrections institution, community center, contract facility, or in a controlled intake jail facility.
  2. During these six (6) consecutive months, the inmate shall not have received a conviction for a Category III or above offense while housed in an institution.
  3. While the inmate has been incarcerated at a controlled intake or local facility, an incident has not occurred in jail similar to a Category III or above incident as evidenced by: (a) documentation on the inmate record, (b) additional conviction for any crime committed while housed as a controlled intake inmate, or (c) other means of verification.
- F. A maximum of ten (10) days good time may be restored for each month since conviction of a Category III or above offense. For example, six (6) months after conviction of a Category III or above offense, a maximum of sixty (60) days good time may be restored; after nine (9) months, a maximum of ninety (90) days may be restored.
- If an inmate is returned as a parole violator, time spent in custody prior to his release on parole shall not count toward the six (6) consecutive months required for review.
- G. If good time restoration is denied or adjusted, a written reason shall be entered into the case notes of the offender management system.
- H. Recommendations for restoration shall be prepared on a "Restoration of Good Time" form.
- The Warden, Facility Director or Local Facilities staff shall approve or disapprove the recommendation. If disapproved, a written reason shall be provided as in Section G.
- I. Even though an inmate may receive approval for restoration of statutory good time, Corrections shall retain authority to void or adjust the amount of the restoration at any time during the inmate's incarceration if a review of the record reveals the restoration or calculation is erroneous.