

 <p style="text-align: center;">KENTUCKY CORRECTIONS Policies and Procedures</p>	Policy Number	Total Pages
	19.2	2
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	October 15, 2024	February 4, 2025
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Authority/References KRS 196.035, 197.020, 197.047, 197.110, 197.120, 197.150, CPP 19.3, 15.3	Subject SENTENCE CREDIT FOR WORK	

I. DEFINITIONS

“Work time credit” means a time credit earned by performing work in an approved job assignment after March 31, 2003 that shall be deducted from an eligible inmate’s sentence calculation, as provided in KRS Chapter 197.

II. POLICY AND PROCEDURE

A. Review Procedure

Upon entry of sentence, an inmate’s eligibility shall be determined for work time credits for work performed in accordance with KRS 197.047.

1. Inmates serving a life sentence, regardless of parole eligibility, shall not be eligible for work time credits.
2. If an inmate receives a new conviction or a change in current convictions, this information shall be reviewed by appropriate institutional staff to determine if his eligibility status has changed.

B. Calculation of Work Time Credits

1. The number of work time credits earned shall be converted into days by:
 - a. determining how many hours an inmate worked during the review period, and
 - b. dividing the number of hours worked by forty (40).
2. When an inmate’s work time credits are calculated, only whole days shall be applied to his sentence.
3. Remaining work time credits that are less than a whole day shall carry over to the next review period.

Policy Number	Effective Date	Page
19.2	February 4, 2025	2

C. Application of Work Time Credits

1. Any work time credits earned shall be applied to the inmate's maximum expiration date after the date has been adjusted to reflect any statutory good time, jail credit, meritorious good time, educational good time, exceptional award of good time or any other adjustments that have been previously made to his sentence.
2. Work for time credits earned shall be calculated and applied to an inmate's sentence up to thirty (30) days prior to their expiration date.

D. Forfeiture

1. Work time credits awarded shall not be subject to forfeiture by the adjustment committee unless all statutory good time and meritorious good time have been forfeited.
2. Work time credits that have been earned shall not be denied or reduced when an inmate is reviewed for an award except as provided for in section II(B)(3) of this policy.