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NOTIFICATION**

When a sex offender has been identified in the institution as a two-strike case, 980 case, two offenses or ECRB (End of Confinement Review Board) case, the Division of Community Corrections, Sex Offender Programs, is required to issue a NOTICE OF SPECIAL BULLETIN (SBN) prior to the offender's mandatory release date. The notice will need to be routed to the status keeper and the status of "SBN" offender will be added to workload manager. Upon receipt of the Notice, the agent shall prepare the SBN RELEASE PLAN (DOC-2143) within the timelines indicated on the Notice. Law Enforcement does not receive a copy of the plan, but it is discussed as part of the CORE Team meeting.

Due to the nature of offenders meeting the criteria of Special Bulletin Notice dissemination, all information in the plan must be verified and specific. A confirmed, approved residence with exact address must be provided. In the event an offender will be homeless, the plan must identify the city and county where the offender will be most frequently located.

If any changes in the plan occur prior to the dissemination of the SBN, they must be submitted in writing to the Sex Offender Programs; however, no changes will be made to the SBN Release Plan once the bulletin has been issued.

Law enforcement may then choose to notify the community. An SBN will be issued at least thirty (30) days prior to release on all cases meeting statutory or division criteria as well as those referred for a Special Purpose Evaluation by the End of Confinement Review Board (ECRB).

When a SBN case is released to the community, the agent is responsible for transport or for securing DOC transportation from the institution to their community placement on the day of their release. The agent should attempt to schedule the offender's face-to-face registration with law enforcement on the day of release.

Field case files for all Special Bulletin Notification (SBN) offenders are required to have a label placed prominently on the front of the file which reads, "This Offender is required to

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comply with the Face-to-Face Contact requirements of the Sex Offender Notification Law. Any address change requires Law Enforcement Notification.

If the offender has a mandatory SBN, GPS is required for life. If the offender has a discretionary SBN, GPS is required for the duration of supervision unless exempt by the Division Administrator or removal is approved by the Regional Chief. Considerations for exemptions or removal of GPS for a discretionary SBN include:

- a. The individual has achieved a stable residence of more than six (6) months; and
- b. The individual has no treatment needs or all treatment needs have been met, including non-sex offense related programming; and
- c. The individual has demonstrated an extended period of compliance with the rules of supervision and registration requirements.