Inmate Jobs/Wages

• As outlined in OP-120230 entitled “Offender Banking System”, twenty percent (20%) of all inmate income is apportioned to an inmate mandatory savings account per O.S. 57 § 549 with the exception of inmates serving a sentence of life without the possibility of parole (since November 1, 2014).

• An inmate’s wage is determined by type of job, the inmate’s custody level as well as their earned credit level assignment.

• Each facility creates and maintains a job description for each inmate job available at their facility as outlined in OP-030103 entitled “Inmate Job and Program Assignments” and, for example, can include the following:
  
  o Facility maintenance - Landscaping, janitorial, electricians, plumbers, etc.
  o Facility support - Laundry, kitchen workers, law library clerks, etc.

• Inmate pay for facility inmate jobs is determined by the inmate’s level assignment as outlined in OP-060107 entitled “Systems of Incarceration” and is broken down as follows:
  
  o Earned Credit Level 1 - None (this is evaluated after 30 days)
  o Earned Credit Level 2 - $7.23 per month
  o Earned Credit Level 3 - $10.84 per month
  o Earned Credit Level 4 - $14.45 per month

• Under the same policy (OP-060107) exceptions to pay levels may occur under the following circumstances:
  
  o Journeymen/licensed inmates, inmates assigned to the construction and maintenance department are paid as a special project pay grade (which does not exceed .54 per hour)
  o Mechanics, offender research assistants/law clerks may be paid at a rate of $27.09 per month if approved by the facility head/regional director
  o Cooks/bakers are paid at a rate of $27.09 per month

• Inmates who are assigned jobs at Oklahoma Correctional Industries (OCI) are paid as outlined in OP-080501 entitled “Oklahoma Correctional Industries Pay Plan”. The Oklahoma Correctional Industries Pay Report (DOC 080501F) is utilized to determine an inmates monthly wage by scoring 6 measurable areas of work performance and assigned pay grade. There are a total of five assigned pay grades and are broken down as follows:
  
  o Grade One - Inmates new to OCI and on trial status
  o Grade Two - Unskilled inmates performing general labor-type activities or trainees
  o Grade Three - Semi-skilled positions requiring some proficiency and skill
- Grade Four - Positions requiring a high level of training, skills and applied techniques
- Grade Five - Positions held by inmates who are fully trained and skilled in key functions and procedures

- Oklahoma Correctional Industries inmate jobs can include the following:
  - Factory Workers - Garment, Furniture and Metal Fabrication
  - Syspro Support Clerks
  - Receptionist

- Inmates who are assigned to community corrections and eligible for work release as outlined in OP-090110 entitled “Work Release” provides inmates with the opportunity to seek, obtain and maintain employment in the community. Work release is not voluntary for eligible inmates.
  - Inmates must work for at least minimum wage
  - Employment must be full time, preferably no less than 30 hours per week