

DEPARTMENT OF CORRECTIONS OFFENSE REPORT

Name of Facility _____

Facility Computer Code _____

Section I

Offender Name: _____

DOC#: _____

Date of Offense: _____

Time: _____

Place of Offense: _____

Housing Assignment: _____

Offense: (4-4233, b# 1, 2)

Offense Computer Code: _____

Class of Offense: _____

Description of Incident (to include any unusual offender behavior): (4-4233, b#3)

Staff or Offender Witness (if any) (4-4233, b#4) _____

Disposition of Physical Evidence (if any) (4-4233, b#5) _____

Immediate Action Taken (to include the use of force and prehearing detention) (4-4233, b#6) _____

Printed Name and Title of Reporting Employee (4-4233, b#7)

Signature of Reporting Employee _____

Name _____

Title _____ Date ____ / ____ / ____ Time _____

Section II

To be referred within 24 hours from the time the violation is reported.

Referred for investigation by:

Name _____

Title _____

Date ____ / ____ / ____ Time: _____

Section III Offender should initial appropriate response

____ I have received a copy of the written charge against me. I realize that I have a right to remain silent.

____ I plead guilty and waive my right to an appeal.

____ I plead not guilty.

____ I plead not guilty and waive my right to 24 hours preparation time.

Offender's Signature _____ DOC # _____ Date ____ / ____ / ____ Time _____

____ Offender chose not to sign for a copy of the Offense Report at this time.

Offense Report Delivered to above offender by (Print and Sign)
(4-4236, 4-4238)

Date Delivered _____

Time Delivered _____

ORIGINAL: Commitment Document Folder

FIRST COPY: Field File

SECOND COPY: Offender

DOC 060125A (R 11/15)