
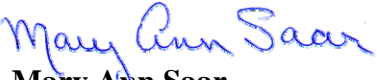


Department of Public Safety and Correctional Services	Secretary's Department Directive: 05-2003 DPSCS.020.0013
	Title: Rescission of Secretary's Department Directives
Secretary's Department Directive	Effective Date: October 1, 2003  Authorized By: Mary Ann Saar Number of Pages: 2

.01 Purpose.

This directive rescinds Secretary's Department Directives that are no longer applicable to Department administrative or operational responsibilities.

.02 Scope.

This directive applies to all agencies of the Department of Public Safety and Correctional Services.

.03 Policy.

The Office of the Secretary shall effectively communicate current organizational policy and procedures to Department personnel.

.04 Authority/Reference.

- A. Correctional Services Article, Title 2, Subtitle 1, §§2-102 and 2-103, Annotated Code of Maryland; and
- B. Secretary's Department Directive – 01-2003.

.05 Definitions.

- A. In this directive, the following term has the meaning indicated.
- B. Term Defined.

“Secretary's Department Directive” has the meaning stated in Secretary's Department Directive - 01-2003.

.06 Responsibility/Procedure.

- A. The Policy and Regulations section of the Office of Planning, Policy, Regulations and Statistics conducted a review of existing Secretary's Department Directives (signed by past Secretaries) and confirmed the findings

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with a committee of agency representatives. Based on this action, the Secretary's Department Directives listed in §.06B of this directive are rescinded as of the date of this directive.

B. Rescinded Secretary's Department Directives.

05-87	Legislative Policy and Procedure	02-91	Appointment Above Minimum Grade
04-87	Smoking Policy	01-91	Standard Workweek
01-87	Form BB 40 Signature	08-92	State Employee's Death Benefit
07-88	Leave Requests	07-92	Executive Agency Policy on Smoking
03-88	Division of Audits and Compliance	04-92	Inmate Welfare Funds
02-88	Press Releases – Board of Public Works Actions	05-93	Fair Practices
01-88	Property Management	03-93	Procedure for Investigating Complaints of Sexual Harassment
11-89	Small Procurement of Services (Under \$10,000)	07-95	Implementation of Executive Order 01.01.1995.19 - Code of Fair Employment Practices State of Maryland Sexual Harassment Policy and Procedure
08-89	Policy on Sexual Harassment	05-98	Policy on Sexual Harassment
05-89	Standard Travel Regulations		
04-89	Financial Administration Re-Organization		
03-89	Emergency Evacuation Plan		
09-90	Processing Departmental Code of Maryland Regulations		

C. The Executive Director – Office of Planning, Policy, Regulations and Statistics, or a designee, shall move the directives under §.06B of this directive to the historic file.

D. Agency heads shall destroy the local file copy of the directives listed under §.06B of this directive.

.07 Attachment(s).

None.

.08 History.

A. This directive rescinds Secretary's Department Directives listed under §.06B of this directive.

B. This directive supersedes provisions of any other prior existing Department communication with which it may be in conflict.