

 <p>CD-001200</p>	<p>NEW MEXICO CORRECTIONS DEPARTMENT</p> <p><i>"We commit to the safety and well-being of the people of New Mexico by doing the right thing, always."</i></p> <p>Courage Responsibility Ethics Dedication - CREDibly serving the public safety of New Mexico</p>		
	<p>ISSUE DATE: 05/17/85</p> <p>EFFECTIVE DATE: 06/01/85</p>	<p>REVIEWED: 09/13/16</p> <p>REVISED: 02/16/15</p>	
	<p>TITLE: Mission Statement</p>		

AUTHORITY:

- A. NMSA 1978 Section 9-3-1 through 9-3-13, as amended.
- B. NMSA 1978, Section 33-1-6 as amended.
- C. Policy *CD-010100*.

REFERENCE:

- A. ACA Standard 2-CO-1A-04, *Standards for the Administration of Correctional Agencies*, 1993.
- B. ACA Standard 4-4002 and 4-4003, *Standards for Adult Correctional Institutions*, 4th Edition.
- C. ACA Standard 4-APPFS-3D-04, *Standards for Adult Probation Parole Field Services*, 4TH Edition.

PURPOSE:

To require and assure that a mission statement is developed for the New Mexico Corrections Department by the Secretary's Office in consultation with the divisions and institutions.

APPLICABILITY:

All Department employees and particularly to the Secretary of Corrections, Deputy Secretaries, Division Directors, Deputy Director, Wardens, and Region Manager.

FORMS:

None

ATTACHMENTS:

- A. **NMCD Oath, Vision, and Core Values**, Attachment (*CD-001201.A*) (2 Pages)

DEFINITIONS:

Mission Statement: A document that defines the purpose of the organization, establishes the philosophy of the organization, and guides the setting of organizational goals and objectives.

POLICY:

- A. A mission statement encompasses the philosophy, goals, and purpose of the Department will be developed by the Secretary's Office. The mission statement shall be reviewed annually and updated as needed. [2-CO-1A-04]
- B. Each institution shall develop a written document that delineates the institutions function within the context of the total correctional system. The statement shall be reviewed annually and updated as needed. [4-4002]
- C. The Probation and Parole Division Region Managers and the prison wardens shall each formulate implementing objectives for each applicable managing strategy and strategic objective which translate meaningful measures. [4-4003]



Gregg Marcantel, Secretary of Corrections
New Mexico Corrections Department

02/16/15
Date

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AUTHORITY:

Policy *CD-001200*

PROCEDURES:

- A. The Secretary of Corrections will review and, if necessary, revise the Corrections Department Mission Statement (CD-001201.A) by June 1 of each year. **[2-CO-1A-04]**
 - 1. The development process will include input from Division Directors, Wardens, and other appropriate management staff.
 - 2. Mission Statements will be distributed to the following areas:
 - a. All Administrative Manual Holders,
 - b. Governor's Office, and the
 - c. Chairperson, Corrections/Corrections Industries Commission.

- B. Division Directors and Wardens will develop Mission Statements and formulate goals for their respective operations and translate them into measurable objectives that comply with and carry out the departmental Mission Statement at least annually. **[4-APPFS-3D-04]**
 - 1. Upon completion these Mission Statements and goals shall be submitted to the Secretary of Corrections.
 - 2. Mission Statements and goals shall be reviewed at least annually.



Gregg Marcantel, Secretary of Corrections
New Mexico Corrections Department

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NEW MEXICO CORRECTIONS DEPARTMENT

MISSION STATEMENT (Oath)

We commit to the safety and well-being of the people of New Mexico by doing the right thing, always.

VISION

The NMCD shall set the ethical standards and correctional best practices for the statewide corrections community.

CORE VALUES

Courage
Responsibility
Ethics
Dedication