



2024-02-20

To: Correction, Department of (DOC)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2024-02-20. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at [munilib@records.nyc.gov](mailto:munilib@records.nyc.gov).

**Required Report Type:** Report on alternative housing unit waiting list

**Report Description:** The commissioner shall post a report every 60 days, on the department of correction website, setting forth the number of city jail inmates who have been found guilty of violating departmental rules but have yet to be placed in punitive segregation, restrictive housing or a clinical alternative to punitive segregation housing, or any successor to such housing units, disaggregated by inmates with designations at the end of their book and case numbers, indicating that the inmates are known to mental health staff, and inmates without designations. Such report shall state the number of inmates awaiting placement in any such housing unit categorized by the length of time such inmates have been awaiting placement in the following categories: 1-5 days, 6-15 days, 16-30 days, 31-60 days, and 61 days or longer.

**Reporting Frequency:** Every 2 Months

**Report Due Date:** 2024-02-01

**Authorizing Resource (Charter and Code):** Administrative Code Title 9, Section 135

**Authorizing Resource (Local Law):** LL 84/2015