

Executive Proposal

Improving Operational Efficiency Through Inmate Access to Sentence and Assessment Reports via TRULINCS

Submitted to:

Federal Bureau of Prisons Leadership

Executive Summary

This proposal recommends providing inmates with secure electronic access, through the Trust Fund Limited Inmate Computer System (TRULINCS), to three reports that are routinely requested and routinely provided by Unit Team staff:

- Sentence Computation Data Sheet
- PATTERN Assessment
- First Step Act Federal Time Credit Assessment Report

Providing direct access to these reports would reduce administrative workload, improve operational efficiency, conserve government resources, increase transparency, and allow Unit Team staff to devote more time to correctional case management rather than repetitive administrative functions. Because these reports are already generated electronically and the Auto-Calculator now updates nightly, implementation would require minimal operational change while producing measurable institutional benefits.

Background

Under current practice, inmates generally receive these reports during scheduled Program Reviews or Team Meetings. Outside of those meetings, inmates frequently submit Requests to Staff, Requests for Informal Resolution, or Administrative Remedies seeking copies of documents that already exist in electronic form.

Each request requires staff review, document retrieval, printing, distribution, and recordkeeping. Collectively, these repetitive administrative tasks consume significant staff time across Bureau institutions without enhancing institutional security or inmate programming.

Since implementation of the nightly Auto-Calculator updates, sentence computation and First Step Act data are maintained with substantially greater frequency than under the previous monthly batch process.

The technology already exists to provide inmates with timely access to current information.

Problem Statement

Routine requests for sentence computation and assessment reports create unnecessary administrative workload for Case Managers, Counselors, Unit Secretaries, and other Unit Team personnel.

These requests:

- Consume staff time that could otherwise be devoted to individualized case management.
- Increase traffic during Open House hours.

- Generate unnecessary Requests to Staff and Administrative Remedies.
- Require recurring expenditures for paper, toner, printer maintenance, and staff labor.
- Delay inmates' access to information regarding sentence computation and earned time credits.

Much of this workload consists solely of reproducing information already maintained electronically.

Proposed Solution

Develop a secure TRULINCS function allowing inmates to electronically view the following reports:

- Sentence Computation Data Sheet
- PATTERN Assessment
- First Step Act Federal Time Credit Assessment Report

Access would be read-only and limited to the inmate's own records.

If necessary, reports may be modified to remove or redact any information determined inappropriate for inmate viewing while preserving all releasable data.

Operational Benefits

Implementation would produce significant operational improvements throughout the Bureau.

Reduced Administrative Burden

Case Managers and Unit Team staff would spend substantially less time responding to routine requests for documents.

This would allow staff to dedicate additional time toward:

- Individualized case management
- Release planning
- Program participation
- Reentry preparation
- Institutional operations

Improved Efficiency

Electronic self-service access eliminates repetitive document requests while providing inmates with immediate access to current information.

Because reports are generated electronically, no manual preparation would be required.

Resource Conservation

The proposal would reduce Bureau expenditures associated with:

- Paper
- Toner
- Printer maintenance
- Equipment usage
- Staff labor devoted to routine document production

These savings would be realized Bureau-wide.

Increased Transparency

Providing inmates with timely access to sentence and First Step Act information promotes greater understanding of:

- Sentence computation
- Earned Time Credit calculations
- PATTERN assessment results
- Release planning

Improved transparency may also reduce confusion and unnecessary inquiries.

Reduced Administrative Remedies

Many Administrative Remedy filings concern access to sentence computation or First Step Act information.

Providing direct electronic access is expected to reduce these filings, resulting in additional savings of staff time at the institutional, regional, and Central Office levels.

Cost Recovery Through TRULINCS Printing

If inmates choose to print reports using TRULINCS, printing costs would be paid by the inmate rather than the Bureau.

This would further reduce government expenditures while increasing deposits into the Inmate Trust Fund.

Security Considerations

The reports identified in this proposal primarily contain information relating to the requesting inmate.

To the extent any report contains information not appropriate for inmate review, the Bureau may:

- Redact protected fields before publication; or
- Develop an inmate-viewable version containing only releasable information.

Access would remain limited exclusively to the inmate's own records through existing TRULINCS authentication and security controls.

Implementation Considerations

Implementation could be accomplished by:

1. Identifying the three reports currently generated by existing Bureau systems.
2. Creating inmate-viewable versions where necessary.
3. Publishing the reports within TRULINCS.
4. Configuring nightly synchronization with the Auto-Calculator.
5. Conducting pilot implementation at selected institutions before Bureau-wide deployment.

Because the underlying reports already exist electronically, implementation costs should remain relatively modest.

Expected Outcomes

Implementation is expected to:

- Reduce thousands of routine document requests annually.
- Improve efficiency across Unit Management operations.
- Reduce paper and printing costs.
- Decrease Administrative Remedy filings related to sentence information.
- Improve inmate understanding of sentence calculations and earned time credits.
- Increase staff availability for higher-value correctional responsibilities.
- Modernize information delivery using existing Bureau technology.

Conclusion

Providing inmates with secure access to their Sentence Computation Data Sheet, PATTERN Assessment, and First Step Act Federal Time Credit Assessment Report through TRULINCS represents a practical modernization initiative that aligns with the Bureau of Prisons' goals of operational efficiency, fiscal responsibility, and effective correctional management.

The proposed change leverages existing technology, requires minimal modification to current systems, reduces recurring administrative burdens, conserves government resources, and enhances transparency without compromising institutional security.

For these reasons, implementation of this proposal is respectfully recommended for Bureau-wide consideration.