
 <b>NEW YORK STATE</b> <b>Corrections and Community Supervision</b>  <b>DIRECTIVE</b>	TITLE <b>Inmate Travel Ticket</b>		NO. 2731
			DATE 02/07/2019
SUPERSEDES DIR# 2731 Dtd. 04/19/16	DISTRIBUTION A	PAGES PAGE 1 OF 1	DATE LAST REVISED
REFERENCES (Include but are not limited to) Correction Law, Section 125	APPROVING AUTHORITY 		

**I. DESCRIPTION:** This directive sets forth the procedure for furnishing transportation to released inmates.

Correction Law, Section 125, specifies that each inmate, released upon parole or discharge, except for return for resentencing or new trial, and except for release to participate in a program outside the facility but required to return, shall be routinely furnished with transportation to the county of conviction. It has been determined however, that an inmate to be released to a residence approved by Community Supervision in a county other than the county of conviction shall be furnished with transportation to that county. Under special circumstances, transportation may be furnished to an alternate destination upon approval of the Commissioner.

**II. PROCEDURE:** Prior to an inmate's release, the releasing facility shall obtain the necessary ticket(s) for common carrier to that inmate's county of conviction, or elsewhere if approved by the Commissioner.

At time of release, the inmate shall be asked if transportation is needed, or if he or she has other means of travel.

If transportation is needed, [Form #1461](#), "Receipt from Inmate Upon Release," shall be completed to record receipt of the ticket(s) and the destination.

If transportation is not needed, the processing Officer shall note that fact in the "remarks" section on the form.

The inmate shall then sign the form, retaining the third copy, and receive ticket(s) if needed. If the inmate's transportation plans change so that he or she is being picked up on release, the inmate should be requested to return the ticket(s).