



DIVISIONAL EXECUTIVE INSTRUCTION 02/2026

Amendment to Transitional Release Assessment Panel (TRAP) procedures

This instruction relates to the *Corrections Management (Transitional Release) Policy 2025 (NI2025-543)* and associated operating procedures. It outlines amendments to existing Transitional Release Assessment Panel (TRAP) member roles and responsibilities, in relation to the development and assessment of detainee applications for the Transitional Release Program (TRP).

Effective from the date signed below, TRP applications will be undertaken according to the following Offender Reintegration staff responsibilities:

- The D26.F1 form (eligibility checklist/ detainee statement) and associated processes will be completed by the detainee's AMC Case Manager.
- The D26.F2 form (stakeholder information/ LSI-R) and associated processes will be completed by the Transitional Services Team Leader.
- The D26.F3 (TRP case plan) and associated processes will be completed by the Transitional Services Case Coordinators.
- The Transitional Services Team leader will chair the TRAP and will not act as a signing member.
- The AMC Case Management Team Leader will act as a signing member of the TRAP.
- The Director, Clinical Practice (or delegate) will become a signing member of the TRAP.

This instruction does not otherwise alter the terms of the Policy or Operating Procedures.

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