

**NOTICE OF PROPOSED RULEMAKING**  
**California Code of Regulations**  
**Title 15. Crime Prevention and Corrections**  
**Division 8. California Prison Industry Authority**  
**Notice Published: October 10, 2025**

Notice is hereby given that the California Prison Industry Authority (CALPIA) and the Prison Industry Board (PIB) propose to amend Title 15, Division 8 regulations. This notice of proposed rulemaking (Notice) begins the rulemaking process to make the regulations permanent after considering all comments, objections, contentions, and recommendations regarding the regulation.

**PUBLIC PROCEEDINGS**

CALPIA is conducting a 45-day written public period during which time any interested person may present statements or arguments (referred to as 'comments') relevant to the action described in the Informative Digest portion of this Notice.

Please direct any inquiries or questions regarding this action or for copies of the proposed text of the regulations, the initial statement of reasons, the modified text of the regulations, if any, or other information in which the rulemaking is based to the below-referenced people:

**Primary Contact**

Kelly Mortenson, Regulations Manager  
California Prison Industry Authority  
560 East Natoma Street, Folsom, CA 95630  
PIAregs@calpia.ca.gov

**Secondary Contact**

Christine Pesce, Executive Assistant  
California Prison Industry Authority  
560 East Natoma Street, Folsom, CA 95630  
PIAregs@calpia.ca.gov

**PUBLIC COMMENT PERIOD**

Written comments related to this regulatory proposal, regardless of the method of transmittal, must be received by CALPIA Legal Services by **5:00 p.m. on November 25, 2025**, which is designated as the close of the 45-day comment period. Comments received after this date will not be considered timely. To submit comments regarding the proposed regulation, any interested person may use one of the following methods:

**MAIL/HAND DELIVER**

Regulations Manager  
CALPIA  
Legal Office  
560 East Natoma Street  
Folsom, CA 95630

**Email**

[piaregs@calpia.ca.gov](mailto:piaregs@calpia.ca.gov)

Due to technological limitations, emails larger than 15 megabytes (MB) may be rejected and will not be delivered and received by CALPIA. Emails larger than 15 MB should be submitted in separate emails or another form of delivery should be used.

CALPIA requests, but does not require, that reports or articles in excess of 25 pages submitted with comments include a summary of the report or article. This summary should include a concise overview of the report or article, describe the reason for submitting the report or article and describe the relevance of the report or article to the proposed regulation. Please note that under the California Public Records Act (Gov. Code Section 6250, *et. seq.*) your written and oral comments, attachments, and associated contact information (*e.g.*, your address, phone, email, etc.) become part of the public record and can be released to the public upon request.

### **PUBLIC HEARING**

At this time, no public hearing has been scheduled regarding this proposed regulatory action. Any interested person may request a public hearing by contacting the Regulations Manager at [PIAregs@CALPIA.ca.gov](mailto:PIAregs@CALPIA.ca.gov). Requests for public hearings must be made no later than November 10, 2025.

### **ASSISTIVE SERVICES**

For individuals with disabilities, CALPIA will provide assistive services which include an interpreter, documents made available in an alternate format, or another disability-related reasonable accommodation. To request assistive services, please contact the Reasonable Accommodation Coordinator at [reasonableaccommodation@CALPIA.ca.gov](mailto:reasonableaccommodation@CALPIA.ca.gov) as soon as possible, but no later than 10 business days before a scheduled hearing.

### **AUTHORITY & REFERENCE**

Penal Code section 2801 authorizes CALPIA to develop and operate industrial, agricultural, and service enterprises employing incarcerated individuals in institutions under the jurisdiction of CDCR.

Penal Code section 2805 authorizes CALPIA to establish new industrial, agricultural and service enterprises which it deems appropriate, to initiate and develop new vocational training programs, and to assume jurisdiction over existing vocational training programs.

Penal Code section 2808 authorizes CALPIA's board, the PIB, to contract to employ a General Manager to serve as the chief administrator of CALPIA and to serve at the pleasure of the chairperson of the PIB.

Penal Code section 2809 authorizes CALPIA to recruit and employ civilian staff and establish recruiting, testing, hiring, promotion, disciplinary, and dismissal procedures which meet the needs of CALPIA.

### **CONSIDERATION OF ALTERNATIVES**

CALPIA must determine that no reasonable alternative it considered or that have otherwise been identified and brought to the attention of CALPIA would be more effective in carrying out the purpose for which this action is proposed, would be as effective and less burdensome to affected private persons than the action proposed, or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of

law. Interested parties are invited to present statements or arguments with respect to any alternatives to the changes proposed during the written comment period.

CALPIA has made an initial determination that no reasonable alternatives to the regulation have been identified or brought to the attention of CALPIA that would lessen any adverse impact on private persons.

## **DISCLOSURES**

**Cost or savings to any state agency: None**

**Cost to any local agency or school district: None**

**Other nondiscretionary cost or savings imposed on local agencies: None**

**Cost or savings in federal funding to the State: None**

## **Statement of Results of the Economic Impact Assessment**

CALPIA has determined that this regulatory proposal will not affect the following because businesses are not affected by the internal management of CALPIA and CALPIA operations:

- Creation or elimination of jobs within California
- Creation of new businesses or the elimination of existing businesses within California
- Expansion of businesses currently doing business within California

## **Regulatory Impact on the Health and Welfare of California Residents, Worker Safety, and the State's Environment**

The proposed regulations are expected to ensure a safe work environment by properly informing CALPIA employees of workplace expectations and addressing violations of the proposed regulations consistently through the employee discipline process. The regulations are not expected to affect the state's public population.

## **Housing Costs**

CALPIA has determined that the proposed action will not have a significant effect of housing costs.

## **Significant Statewide Adverse Economic Impact on Business**

CALPIA has initially determined that the proposed action will not have a significant statewide adverse economic impact directly affecting businesses, including the ability of California businesses to compete with businesses in other states because they are not affected by the internal management of CALPIA.

## **Mandated by Federal Law or Regulation**

The proposed regulations are not federally mandated.

**Local Mandate**

CALPIA has determined that this regulatory action would not impose a mandate on local agencies or school districts, nor are there any costs for which reimbursement is required by part 7 (commencing with Section 17500) of division 4 of the Government Code.

**Cost Impacts on Representative Person or Business**

The agency is not aware of any cost impact that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

**Effect on Small Business**

CALPIA has initially determined that the proposed action will not have an effect on small businesses because they are not affected by the internal management of CALPIA.

**Mandated Use of Specific Technologies, Equipment, Actions or Procedures**

The proposed regulatory action does not mandate the use of specific technologies, equipment, actions, or procedures.

**Other Statutory Requirements**

Not Applicable

**AVAILABILITY****Rulemaking Record**

CALPIA will have the rulemaking record available for inspection and photocopying throughout the rulemaking process. The Proposed Text, Initial Statement of Reasons, *and all information upon which this proposal is based* have been placed in the rulemaking record, which is available to the public upon request directed to the CALPIA contact person referenced above or by visiting the [CALPIA regulations webpage](#). Following its preparation, the Final Statement of Reasons may be obtained by contacting the CALPIA contact person referenced above or by visiting the [CALPIA regulations webpage](#).

**Changes to Proposed Regulation Text:**

After considering all timely and relevant comments received, the PIB may approve the proposed regulations as described in this Notice. If CALPIA makes modifications which are sufficiently related to the originally proposed text, it will make the modified text available to the public for at least 15 days before the PIB reviews and approves the regulations as revised. CALPIA will accept written comments on the modified regulations for 15 days after the date on which they are made available. Requests for copies of any modified regulation text should be directed to the contact person indicated above or can be viewed by visiting the [CALPIA regulations webpage](#).

## **INFORMATIVE DIGEST**

### **SUMMARY**

Penal Code section 2801 authorizes the California Prison Industry Authority (CALPIA) to develop and operate industrial, agricultural, and service enterprises employing incarcerated individuals in institutions under the jurisdiction of the California Department of Corrections and Rehabilitation (CDCR). CALPIA's mission is to be a self-supporting, customer-focused business that reduces recidivism, increases prison safety, and enhances public safety by providing incarcerated individuals productive work and training opportunities through CALPIA's various enterprises. It is also the policy of CALPIA to ensure these enterprises operate in a safe and professional manner. In an effort to align employee conduct with these policies, CALPIA and the Prison Industry Board (PIB) propose to amend 15 CCR §8104 by expanding CALPIA's current employee conduct regulations to include more comprehensive requirements. The proposed regulatory amendment will also align more closely with CDCR's Code of Conduct regulations, 15 CCR §3391, in an effort to hold CALPIA employees to the same standard as CDCR employees, to the extent possible.

### **AUTHORITY AND REFERENCE**

Penal Code section 2801 authorizes CALPIA to develop and operate industrial, agricultural, and service enterprises employing incarcerated individuals in institutions under the jurisdiction of CDCR.

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Penal Code section 2808 authorizes CALPIA's board, the PIB, to contract to employ a General Manager to serve as the chief administrator of CALPIA and to serve at the pleasure of the chairperson of the PIB.

Penal Code section 2809 authorizes CALPIA to recruit and employ civilian staff and establish recruiting, testing, hiring, promotion, disciplinary, and dismissal procedures which meet the needs of CALPIA.

### **POLICY STATEMENT OVERVIEW:**

Problem Statement: CALPIA's existing employee conduct regulation requires employees to be courteous with incarcerated and paroled individuals, other employees, visitors, and members of the public. The regulation expands on this by adding that incarcerated and paroled individuals must be addressed by their proper names. This is the extent of CALPA's employee conduct

regulation, which is not comprehensive enough to ensure employees are notified of what is expected of them and the potential consequences. It is also not enough to ensure a safe and productive work environment. Additionally, CALPIA is currently relying on CDCR's employee conduct regulation (15 CCR §3391) to enforce employee discipline issues that occur at CDCR institutions, which is not a good or permanent solution for notifying CALPIA employees of workplace expectations since CALPIA and CDCR are separate entities and since these regulations only apply to CALPIA employees working within CDCR institutions and not to all CALPIA workplaces.

Amending section 8104 by carrying out the objectives stated below, CALPIA can rely on its own employee conduct regulations for enforcement and employees will be properly notified of what is expected of them, thereby ensuring that CALPIA's employee disciplinary process is consistent, uniform, and fair.

### **Objectives**

- Expand CALPIA's current regulations governing employee conduct to include employees of the PIB
- Consolidate various state employee laws and requirements in one location for employee ease
- Provide notice to CALPIA employees of expected behavior and that failure to comply with these expectations may result in discipline up to, and including, dismissal
- Align CALPIA employee conduct regulations with CDCR's employee conduct regulations, to the extent possible, for the purpose of holding employees to the same standards

### **Benefits**

- Help ensure a safe and professional work environment within each CALPIA enterprise
- CALPIA employees will be properly informed of CALPIA's workplace expectations
- Violations can be consistently addressed through the employee discipline process

### **EVALUATION OF INCONSISTENCY OR INCOMPATIBILITY WITH EXISTING STATE AND FEDERAL REGULATIONS**

CALPIA evaluated whether the proposed regulations are inconsistent or incompatible with existing state regulations. This evaluation included a review of CDCR and CALPIA laws, as well as those statutes and regulations related to this subject. CALPIA has determined that there are no existing state or federal regulations with which the proposed regulations conflict or with which they are incompatible.

### **FORMS INCORPORATED BY REFERENCE**

None

**MANDATED BY FEDERAL LAW OR REGULATIONS**

Not Applicable