**Section 435.30 Applications for Volunteer Service: Individuals**

a) Applicants for volunteer service shall be required to complete an application provided by the Department and to supply references and verification of qualifications. Applicants shall be subject to screening procedures, including drug testing, and selection criteria adopted by the facility to address security concerns or program requirements.

b) An ex-offender shall not be accepted for volunteer service except as approved by the Chief Administrative Officer and the Director. In making their decision, the Chief Administrative Officer and the Director shall consider matters such as the ex-offender's criminal history, his behavioral history with the Department, and any other prior involvement with the Department.

c) Applicants shall be required to notify each facility for which they wish to provide volunteer service and may be required to submit separate volunteer applications to each facility and to undergo screening and orientation by the respective facilities. The determination whether to require separate applications or screening shall be based, among other matters, on the type of program and safety and security of the facility.

d) Criteria for selection, rejection and retention of volunteers may vary according to program and security needs of the facility.

(Source: Amended at 16 Ill. Reg. 8166, effective June 1, 1992)