



DISTRICT OF COLUMBIA
DEPARTMENT OF CORRECTIONS
**INMATE INFORMAL RESOLUTION
COMPLAINT FORM**

TO BE COMPLETED BY INMATE GRIEVANCE
COORDINATOR

IGP NUMBER:

STEP 1: INFORMAL RESOLUTION (To be completed by Inmate)

- Inmate has five (5) days after triggering incident to submit request.
- Place this form in the housing unit IGP box. The IGP coordinator will respond within seven (7) business days.

INMATE NAME:

DCDC#:

UNIT:

DATE:

Ryan Nichols

376795

C2B

2/25/22

SELECT DEPARTMENT/SERVICES NEEDED:

- ☐ Facility Transfer
- ☐ Fire Safety and Sanitation /Risk Management
- ☐ Program and Activities
- ☒ Personal Hygiene
- ☐ Case Management Services
- ☐ Health Care
- ☐ Communications (mail, visits, telephone, legal)

- ☐ Property
- ☐ Sentence computation, jail credit, over detention
- ☐ Finance
- ☒ Rules and Regulations
- ☐ Staff Treatment
- ☐ Food Service
- ☐ Religious Services

- ☒ Facilities Management
- ☐ Discrimination
- ☐ Transportation
- ☐ Safety and Security
- ☐ Other

DATE OF INCIDENT: 2/24/22 TIME OF INCIDENT: Daytime OFFENDER: DC DOC

REASON FOR COMPLAINT: Kash Kelly, who is fully vaccinated, was sent to the barbershop to cut Guy Relfitts hair. Guy Relfitt is not vaccinated. After Kash cut Guy's hair, he was then allowed to cut his own hair, and they both came back to Pod C2B. So why am I, who has been fully vaccinated since Dec 14, 2021, still not able to

INMATE SIGNATURE: _____ DATE: 2/25/22

get a haircut or board trim if its as simple as taking a monitor of our own unit out to cut our hair and bring us back to the same

*** FOR DOC COMPLETION *** Provide response to the IGP Coordinator no later than _____.

DOC RESPONSE: _____

PRINT RESPONDER NAME: _____ RESPONDER SIGNATURE: _____ DATE: _____

DEPARTMENT: _____ MANAGER NAME: _____ MANAGER SIGNATURE: _____

INMATE GRIEVANCE COORDINATOR SIGNATURE: _____ DATE: _____

Pod together. At this point, its not about COVID at all. I've had 2 court appearances since being fully vaccinated, with another coming up. Once again, I am asking to see and have cut for