

ALABAMA BOARD OF PARDONS AND PAROLES

NOTICE OF INTENDED ACTION

AGENCY NAME: Alabama Board of Pardons and Paroles

RULE NO. & TITLE: 640-X-7-.03 Certificate of Employability

INTENDED ACTION: New

SUBSTANCE OF PROPOSED ACTION:

To add a new rule establishing the procedures for issuing Certificates of Employability.

TIME, PLACE AND MANNER OF PRESENTING VIEWS:

Written comments may be directed to Alatia R. Midkiff, Alabama Bureau of Pardons and Paroles, 301 South Ripley Street, Montgomery, AL 36104.

FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:

Monday, July 6, 2026

CONTACT PERSON AT AGENCY:

Alatia R. Midkiff  
Attn: Legal Department  
301 South Ripley Street  
Montgomery, AL 36104

*Cam Ward*

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Cam Ward

(Signature of officer authorized  
to promulgate and adopt  
rules or his or her deputy)

**Certificate of Employability.**

(1) The agency shall issue a Certificate of Employability to individuals released on parole or mandatory supervised release who meet the eligibility criteria set forth below. The certificate recognizes the individual's efforts toward successful workforce reentry and their demonstrated ability to obtain and maintain employment.

(2) To qualify for a Certificate of Employability, an inmate must meet all of the following criteria:

(a) No violent disciplinary infractions during the current term of incarceration.

(b) No disciplinary infractions of any kind within the preceding 12 months of incarceration.

(c) While in custody of ADOC, successfully completed GED, higher education, or trade school.

(d) Have an ADOC custody level of Min-Community or Min-Out and the employment must be verified as current.

(3) The following individuals are not eligible to receive a Certificate of Employability:

(a) Any individual required to register as a sex offender pursuant to Code of Ala. 1975, Chapter 20A of Title 15.

(b) Any individual convicted of a violent offense as defined in Code of Ala. 1975, Section 12-25-32.

(4) When the agency provides notice of an inmate's parole eligibility date, the agency shall include information regarding the opportunity to obtain a Certificate of Employability and the criteria required for eligibility.

(5) Prior to the board's decision on parole, or release by the Alabama Department of Corrections to mandatory supervision, the agency shall conduct an Employability Review to determine whether the inmate meets the criteria for a Certificate of Employability.

(a) If parole is granted and all criteria are satisfied, the agency shall issue the Certificate of Employability, and the issuance shall be recorded in the board's minutes.

(b) When an inmate is within one week of the eligibility date for mandatory supervised release, as determined by the Alabama Department of Corrections, and all eligibility

criteria are satisfied, the board shall be notified, and such notification shall be recorded in the board's minutes.

(c) The certificate shall be provided to the individual upon reporting to the assigned parole officer immediately following release.

(d) If the board rescinds a grant of parole prior to release, any determination to issue a Certificate of Employability shall be void.

(e) If an otherwise eligible inmate becomes ineligible prior to release—due to a disciplinary infraction, conviction of a new felony offense, or other disqualifying event—the Certificate of Employability shall be void.

(6) Upon notification that a recipient of a Certificate of Employability has been convicted of a felony offense in any jurisdiction within the United States:

(a) The board shall be notified; the Certificate of Employability shall be revoked and entered into the board's minutes.

(b) The agency shall update its records, including any public listing on its website, to reflect the revocation.

**Author:** Eric Anderson, Scott Perkins, James Walters.

**Statutory Authority:** Code of Alabama 1975, §§ 15-22-21, 15-22-24.1, 15-22-37.

**History: New Rule:** Published \_\_\_\_\_; effective \_\_\_\_\_.