

**Adult Correctional Services  
Resources, Expenditures and Personnel Survey, 2003/04**

*Confidential when completed*

**Table 1  
Actual Personnel at the End of the Fiscal Year, by Category and Gender (rounded to the nearest full-time equivalent)**

	Male	Female	Total
<b>Headquarters and Management:</b>			
Head Office Management	1	.....	.....
Head Office Support Staff	2	.....	.....
<b>Total – Headquarters Personnel</b> (sum of lines 1 to 2)	3	.....	.....
<b>Institutions:</b>			
Facility Management	4	.....	.....
Program Staff	5	.....	.....
Institution Security	6	.....	.....
Facility Support Staff	7	.....	.....
<b>Total – Institution Personnel</b> (sum of lines 4 to 7)	8	.....	.....
<b>Probation and Community Services:</b>			
Community Services Management	9	.....	.....
Probation/Parole Officers	10	.....	.....
Support Staff	11	.....	.....
<b>Total – Probation and Community Services Personnel</b> (sum of lines 9 to 11)	12	.....	.....
<b>Parole Board:</b>			
Board Members	13	.....	.....
Support Staff	14	.....	.....
<b>Total – Parole Board Personnel</b> (sum of lines 13 to 14)	15	.....	.....
<b>TOTAL – Personnel</b> (sum of lines 3, 8, 12 and 15)	16	.....	.....

**Table 2  
Function (actual personnel at the end of the fiscal year)**

	Headquarters and Management	Institutions	Probation and Community Services	Parole Board
Headquarters and Administration	17	.....	.....	.....
Remand	18	.....	.....	.....
Secure Custody	19	.....	.....	.....
Open Custody (Ministry)	20	.....	.....	.....
Open Custody (Private)	21	.....	.....	.....
Probation and Community Service	22	.....	.....	.....
Parole Board	23	.....	.....	.....
<b>TOTAL</b> (sum of lines 17 to 23)	24	.....	.....	.....

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**Table 3**  
**Year-End Expenditures**     Calendar Year     Fiscal Year *(check one)*

		Actual Amount (Nearest dollar)			
		Headquarters and Management	Institutions	Probation and Community Services	Parole Board
Salaries, Wages & Benefits	25	\$ .....	\$ .....	\$ .....	\$ .....
<b>Operating Expenditures:</b>					
Professional Services/Contract Services	26	\$ .....	\$ .....	\$ .....	\$ .....
Training	27	\$ .....	\$ .....	\$ .....	\$ .....
Travel	28	\$ .....	\$ .....	\$ .....	\$ .....
Other Operating Expenditures	29	\$ .....	\$ .....	\$ .....	\$ .....
<b>Total – Operating Expenditures</b> (sum of lines 26 to 29)	30	\$ .....	\$ .....	\$ .....	\$ .....
<b>TOTAL</b> (sum of lines 25 and 30)	31	\$ .....	\$ .....	\$ .....	\$ .....

**Table 4**  
**Other Personnel at the End of the Fiscal Year, by Gender (rounded to the nearest full-time equivalent)**

	Male	Female	Total
<b>Casual/Temporary Personnel:</b>			
Institution Staff	32	.....	.....
Probation Staff	33	.....	.....
Program Staff	34	.....	.....
Support Staff	35	.....	.....
Parole Board Staff	36	.....	.....
<b>TOTAL – Casual/Temporary Personnel</b> (sum of lines 32 to 36)	37	.....	.....

Collected under the authority of the Statistics Act, Revised Statutes of Canada, 1985, Chapter S19.  
Authorization: This authorizes the Chief Statistician of Canada to disseminate information reported on this questionnaire to the public.

**Name and Signature of Contact**

Name \_\_\_\_\_ Date: Year \_\_ Month \_\_ Day \_\_

Signature \_\_\_\_\_ Telephone Number (\_\_\_\_) \_\_\_\_\_

Jurisdiction \_\_\_\_\_