

Subject: Persons Involved in Justice System- Substantiation Policy Update

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**BACKGROUND:**

Persons who are incarcerated or who are unable to work as a condition of their sentence or release are not eligible to receive Income Support (IS) benefits.

The majority of persons who are released from the justice system are expected to participate in legitimate pro-social activities such as employment related activities.

IS workers must request official documents to substantiate the person's status such as Parole Order, Permits, Release Certificate, or Probation Order when conditions of the person's release prevent them from participating in employment related activities. A person who is released from a federal or provincial correctional facility must verbally declare the conditions of their release however depending on their release may or may not be provided with an official release order.

**INTENT:**

Update policy to clarify that the majority of persons released from the justice system can participate in employment related activities and are eligible for IS benefits if all other criteria are met. Individuals whose release conditions, prevent them from participating in employment activities or impacts other IS eligibility criteria, may need to provide supporting documents. In

situations where documentation is not available, IS workers may reach out to the individual's probation officer.

**POLICY:**

The following policies have been updated:

[Persons Involved in Justice System](#)