



# GEORGIA DEPARTMENT OF CORRECTIONS

Baldwin State Prison  
Personnel Office  
Post Office Box 218  
Hardwick, GA 31034  
478/445-6170  
FAX 478/445/2905



Brian P. Kemp  
Governor

Timothy C. Ward  
Commissioner

May 17, 2021

Shounnette Wooten  
ID: 01006021  
185 Holloman Road  
Gray, GA 31032

Dear Ms. Wooten:

This letter is to inform you that you have been placed on Suspension WITH Pay effective, May 17, 2021, pending **Termination** for Personal Dealing.

While you are on a suspension with pay status, you will not enter into the working area of Baldwin State Prison or any Correctional Facility within the State of Georgia.

Within the period of 8:00 a.m. through 4:30 p.m., Monday through Friday, you will remain either at a telephone where you can be contacted or at your place of residence. You must be able to reach the facility within one hour of being contacted.

Each morning, between the hours of 9:00 a.m. to 10:00 a.m., Monday through Friday, you will contact either, Roxie Edwards, Personnel Manager, by telephone by calling (478) 445-6170 or Gloria Pound, HR Tech, by telephone by calling (478) 445-3155. Your failure to strictly comply with the above described provisions will be considered separate justification for adverse action.

Walter Berry, Warden

5/17/2021

Date

7018 0360 0001 2671 5748

5-17-2021

Employee's Signature (acknowledges receipt only)

Date

XC: Betsy Thomas, Department HR Director  
Komola Edwards, Commissioner's Designee for Adverse Action  
Legal Office Representative  
Central Office  
Director of Certification Division-POST Council  
Personnel File