

## CHAPTER VII

### PRIVILEGES

#### I. GENERAL

Every privilege afforded inmates carries with it responsibility; therefore, inmates will receive the following privileges primarily based on their demonstration of responsible behavior.

#### II. VISITATION PROGRAM

Violation of any institution rule and regulation by the inmate or visitor will terminate the visit and may restrict the visitor from future visits and possibly lead to prosecution. Visitors, while on the grounds of any MDOC facility are subject to search of their person, vehicles, personal property or any and all items in their possession. Guns, knives, ammunition, alcohol, drugs, weapons or any instrument that could be used as a weapon or any items declared by MDOC as contraband are strictly prohibited. Contraband will be confiscated and violators will be prosecuted. Parking for visitors will be in designated areas.

Written information regarding procedures governing visitation are made available to the inmate within 24 hours after arrival at MDOC. The same information will be made available to visitors, but the inmate will be responsible for informing visitors of the rules, regulation and schedules concerning visitation. The information will include, but not be limited to the following:

- Institution address, telephone number and directions to the facility;
- Information about local transportation;
- Days and hours of visitation;
- Approved dress code and identification requirements for visitors;
- Items authorized in the visitation room;
- Rules and regulations regarding the amount of monies allowed for visitors;
- Special rules for children;
- Authorized items that visitors may bring to give to inmates; and
- Special visits (family emergencies).

#### III. INMATE MAIL

The guidelines regarding inmate mail, including the proper method of addressing incoming and outgoing mail, receiving general and privileged mail, magazines and books, can be found in the inmate related policies and procedures.

#### IV. TELEPHONE SERVICES

Eligible inmates shall have reasonable and equitable access to designated, monitored, public telephones according to designated schedules unless a reasonable and legitimate security interest exists to believe a limitation is necessary to protect public safety or institutional/facility order. The Inmate Telephone List will be updated every six months from the date of admission. Attorneys should be listed on the inmate's call list indicating that person is an attorney so that calls can be made from the unit without being monitored. If a person's phone has been blocked from receiving calls from an inmate, housed at any MDOC facilities, most regional and private prisons for any reason, they should call the telephone service provider at 1-877-650-4249. Inmates housed at EMCF should call the telephone service provider at 866-228-4031.

Any type of call forwarding or three-way calls are strictly prohibited.

#### V. THERAPEUTIC AND PREVENTIVE HEALTH PROGRAM

MDOC has designated recreation programs for inmate relaxation, participation, and competition. Activities will be scheduled at the discretion of the Superintendent/Warden/Director or designee.

#### VI. CANTEEN

Canteen privileges will be permitted according to the inmate's classification level. An inmate can spend the amount of canteen purchases as determined by MDOC Administrators.

**VII. INMATE PROPERTY**

Inmates will be limited to personal property as authorized by the Superintendents or Residential Facility Warden in accordance with their custody level, behavioral management level and security level. A list specifying the personal property inmates can retain in their possession will be posted in each housing unit and distributed to each inmate on admittance to the Reception and Classification Center.

Non-allowable property will be disposed of in a systematic manner. The inmate be given written notification of property disposition regulations prior to the disposal of confiscated non-allowable property. The inmate will have 14 calendar days from the date the property is confiscated to send property home by mail at his own expense.

**IX. PERSONAL HYGIENE**

MDOC will provide each inmate a standard issue of personal hygiene items.

- One roll toilet tissue (male) weekly
- Two rolls toilet tissue (female) weekly
- One tube toothpaste monthly
- One toothbrush semi-annually
- Two disposable razors monthly
- One bar soap weekly
- Female inmates will be issued sanitary napkins

**X. CLOTHING AND LINENS**

Inmates will be issued the standard clothing as follows:

- Three work shirts
- Three pairs of pants
- Three tee shirts
- Three pairs under-shorts
- Three pairs socks
- Three bath towels
- Three face towels
- Shower shoes
- One pair shoes based on assignment – standard footwear issue will be tennis shoes. Inmates in work/treatment programs requiring protective footwear will be issued boots and tennis shoes. Boots will be confiscated whenever an inmate ends a work/treatment program and no longer requires protective footwear. Inmates assigned to lockdown units will only be issued shower shoes.
- Winter wear will be issued during the winter months

Inmates in the Reception and Classification Center will be issued clothing as follows.

- One yellow jumpsuit
- Three pair of underwear
- Three t-shirts
- Three pair of socks
- Three bath towels
- Three face towels
- One pair of tennis shoes
- Female inmates will be issued five pair of underwear and three bras

Inmates will be issued standard linen and bedding as follows.

- One mattress
- One pillow
- One blanket
- One pillowcase
- Two sheets

Inmates may request replacement clothing, footwear and linens through their unit administrator.