

**North Carolina Department of Public Safety**  
**Prisons**  
**Policy Summary Sheet**



**Offender Personal Property**

Chapter: F

Section: .0500

**Current Review Date:**

February 21, 2019

**Reviewed By:**

Prisons Security Accountability Section

**Next Review Due:**

**February 21, 2020**

**Current Revision Date:**

February 21, 2019

**Supersedes Revision Dated:**

**October 5, 2007**

**Current Revision Summary (if applicable):**

The following change(s) are effective:

All changes are highlighted.

General Changes: Division of Prisons is changed to "Prisons," Department of Correction" is changed to "Department of Public Safety" throughout the policy where applicable. The term "inmate" has been changed to "offender" throughout the policy. This policy should be read in its entirety.

**.0502 Personal Clothing**

Page 1 (a) Reception (1) has been amended to remove, "except handkerchiefs" from the policy. Under (b) Clothing Authorization (2) "This item (shoes) has been moved to section F.0503(a) (13) of this policy..." has been deleted from the policy so previously item #3 is now #2 and previous item #4 is now #3. In current (b) (2) "handkerchiefs" has been removed.

**.0503 Authorized Items**

Page 2 (a) (1) Additional information has been added to provide clarity: "hardbound publications that are no larger than "8.5 x 11" and 2 inches thick. Legal, religious or post-secondary educational publications in a hardbound binding that are larger than "8.5 x 11" and more than 2 inches thick, unless the facility head identifies a specific security threat or storage issue. Large softbound publications such as ESPN Magazine and Sporting News. For offenders assigned to HCON, RHAP, RHCP and RHDP refer to Chapter C .1210 (c), Conditions of Confinement Personal Property."

Page 2 (a) (2) Personal funds information has been amended to read, “No offender will be allowed to possess any funds at any time. All funds must be deposited into an offender’s trust fund account through JPAY, only by those listed as approved visitors;”

Page 2 (a) (3) in item on eyeglasses has added language for clarity noting sunglasses are to be purchased through the canteen.

Page 3 (C) Language added, “and/or wedding band,” for clarity.

Page 3 (6) Language changed for clarity to “The radios will be sold exclusively to offenders through the facility canteens.”

Page 3 (9) word “bought” changed to “obtained.”

Page 4 (12) Language added for clarity stating, “or purchased through the facility canteen.”

Page 4 (13) “Steel toe brogans” amended to read “composite toe brogans.”

Page 4 (14) Language was amended removing, “Facilities with a cash drop box will drop the excess stamps in the box in the same manner they drop cash. Facilities should modify their facility form to add a category for stamps. Facilities without cash drop boxes will maintain the excess stamps in a safe. In both instances, the excess stamps will go into a facility safe as soon as possible. Once the inmate pleads guilty or is found guilty of the disciplinary offense, the stamps will be transferred into the indigent stamp inventory. Those stamps will be utilized to mail letters for indigent inmates. Each facility will be responsible for making provisions to allow inmates, including those on Control Status, to mail his/her legal mail, if the inmate can demonstrate that additional stamps are required. This process will not hinder the inmate’s right to mail legal documents.” The statement is clarified with language, “Excess stamps will be confiscated and held in a secure manner pending disciplinary proceedings.”

Page 5 (15) Language changed for clarity, “Control Status” was changed to “Restrictive Housing for Control Purposes (RHCP).”

Page 6 (d) Language removed stating, “Inmates in hobby craft activities may be permitted to retain one additional bag for approved hobby craft materials.”

#### **.0504 Disposition of Unauthorized Items**

Page 6 (b) (2) Language removed stating, “sold as surplus property.”



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Policy and Strategic Planning Manager      02/21/19  
Date