

Inmate Rules, Regulations and Privileges

805.1 INMATE RULES MANUAL

To promote order and maintain security throughout the facility, it will be the responsibility of the Booking Officer to ensure that each inmate admitted to the facility is aware of the Montgomery County Detention Center Inmate Rules and Regulations. The Inmate Rules and Regulations will contain information pertaining to the rules and regulations of the facility and the behavior expected of inmates while they are confined to the Montgomery County Detention Center.

805.2 RELEASE OF INMATE PROPERTY

Detention officers will make every reasonable attempt to ensure that an inmate's property and money stored at the facility are returned to the inmate, or an individual designated by the inmate (herein referred to as the "designee"), in a prompt and efficient manner upon release from the facility or death. Inmates being transferred to another location will be afforded the opportunity to receive their personal belongings; however, the escorting officer will take actual possession of these items until the inmate is transferred to the new location.

805.3 COMMISSARY

The Detention Center will make commissary or canteen items, including snacks and personal care products, available for purchase by inmates. The items shall be available through contract vending. The price of these items shall be no higher than local retail prices. Snacks and personal care products do not have to be made available for purchase if they are provided without charge.

805.4 MAIL REGULATIONS

Montgomery County Detention Center officials acknowledge that inmate correspondence with family, friends, business associates, legal representatives, and others are not only important for maintaining order within the facility but, in some cases, is an established right. The Montgomery County Detention Center will establish a postal system to encourage inmate correspondence. Although the withholding of inmate mail is discouraged, mail may be restricted if officials determine that it may jeopardize the security and/or safety of the facility, staff and others, and then only upon verification that certain procedural guidelines have been followed. Under no circumstances, however, will mail defined as "privileged" by this policy be restricted by any detention employee. Inmates will be advised as to the guidelines regarding the inspection of mail in the Inmate Rules and Regulations and upon their admission.

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805.5 TELEPHONE PRIVILEGES

Recognizing that the need for inmates to be able to communicate with friends, family members, business associates, legal representatives and others is crucial to maintain order within the facility, officials of the Montgomery County Detention Center will provide inmates with a reasonable opportunity to utilize phones throughout the facility. With the exception of those calls provided to inmates during their initial admission to the facility, inmates will be provided access to telephones at times authorized by this policy.

805.6 VISITATION

As directed by the Detention Administrator inmates confined in the Montgomery County Detention Center will be provided with the opportunity to visit with family, friends and professionals during times designated for visiting. Inmate visits may be restricted consistent with administrative limitations and the need to uphold detention security.

805.7 RECREATION

Inmates confined to the Montgomery County Detention Center for a period of 14 consecutive days will be provided the opportunity to participate in recreation at least three (3) days weekly for a period of an hour.

805.8 INMATE WORK ASSIGNMENTS (INSIDE)

To provide an efficient and effective supplement to the work force, inmates meeting certain criteria may be selected to perform certain work needed throughout the facility. Under no circumstances will an inmate be assigned to a job that would supervise or assume any control over any other inmate(s).

805.9 INMATE WORK CREW ASSIGNMENTS (OUTSIDE)

Inmates who are incarcerated in the Montgomery County Detention Center may perform work as a working inmate on an inmate work crew program under the direction of Detention Administrator / Designee for work as directed by the Detention Administrator / Designee.

805.10 INMATE FUNDS

Inmates confined at the Montgomery County Detention Center will not be allowed to carry money. Any money that the inmate brings into the facility will be confiscated. Any money owed to the facility due to medical visits etc. will be deducted from the inmates funds, a receipt will be issued to the inmate. The balance will be returned to the inmate upon release.

805.11 INMATE GRIEVANCE SYSTEM

Inmates confined to the Montgomery County Detention Center will be permitted to file grievances and will be assured of written responses from detention officials in a timely and orderly manner without fear of reprisal or prejudice.

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805.12 CONTROLLED RECREATION

After the fourteenth consecutive day of confinement, each inmate shall be provided opportunities for physical exercise at least three days weekly for a period of one hour each of the days. Physical exercise shall take place either in the confinement unit if it provides adequate space or in a separate area of the jail that provides adequate space. The opportunity for physical exercise shall be documented. In order to maintain the safety and security of the staff and inmates, the Montgomery County Detention Center will operate a controlled Recreation Program in its maximum / special population and other housing units.