

Section 720.2. Policy, 7 NY ADC 720.2

Compilation of Codes, Rules and Regulations of the State of New York Currentness
Title 7. Department of Corrections and Community Supervision
Chapter VIII. Institutional Programs
Part 720. Inmate Correspondence Program (Refs & Annos)

7 NYCRR 720.2

Section 720.2. Policy

- (a) These regulations are specified for staff, inmates, and the general public to provide efficient mail service to all concerned.
- (b) *General correspondence* is mail between an inmate and someone other than a person approved for privileged correspondence (see Part 721 of this Title, "Privileged Correspondence").
- (c) Correspondents are personally responsible for the contents of their mail. Violation of the regulations governing inmate correspondence or the standards of inmate behavior through correspondence will be considered a serious offense and may result in disciplinary proceedings and/or the monitoring of outgoing correspondence for a specified period of time. Inmates and all correspondents are advised that sending obscene, threatening or fraudulent materials through the mails may be a crime under State and Federal laws. The department will urge prosecution whenever such mail is brought to its attention.
- (d) The sending and receiving of mail by inmates will be restricted only to the extent necessary to prevent a threat to the safety, security and good order of the facility or the safety or well-being of any person, and to prevent unsolicited and unwanted mail.
- (e) Inmates who are unable to read or write may request the assistance of a staff member, volunteer, or another inmate for correspondence purposes.
- (f) The superintendent shall have the overall responsibility for the administration of the correspondence program at his or her facility.
- (1) Specific responsibilities may be delegated by the superintendent.
- (2) At the superintendent's discretion, a record of incoming and outgoing mail may be kept by the correspondence unit.

Credits

Sec. filed: June 17, 1986 as emergency measure, expired 60 days after filing; Aug. 28, 1986; amds. filed: July 19, 1993 as emergency measure; Sept. 22, 1993 eff. Oct. 13, 1993.

Current with amendments included in the New York State Registers, Volume XXXVI, Issue 5, dated February 5, 2014

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