

**STATE OF LOUISIANA
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS
CORRECTIONS SERVICES**

**Department Regulation
No. C-02-009**



20 March 2012

**FIELD OPERATIONS
Security
Offender Mail and Publications**

1. **AUTHORITY:** Secretary of the Department of Public Safety and Corrections, as contained in Chapter 9 of Title 36 and La. R.S. 14:402 and 15:833(A).
2. **REFERENCES:** La. R.S. 14:91.11; ACA Standards 4-4266, 4-4274, 4-4275, 4-4487, 4-4488, 4-4489, 4-4490, 4-4491, 4-4492, 4-4493, 4-4494, 4-4495, 4-4496 (Adult Correctional Institutions) and Department Regulation Nos. A-01-003 "Forms Management Program," A-02-034 "Mail Precautions," A-03-003 "Collection of Fees for Reproduction of Public Records," B-09-003 "Offender Banking," B-09-004 "Indigent Offenders," C-01-007 "Crime Victims Services Bureau" C-02-008 "Offender Visitation," C-03-007 "Offender Personal Property List, State Issued Items, etc." and C-03-009 "Sale of Hobbycraft to Employees and Employees' Families;" Louisiana Register dated March 20, 2012.
3. **PURPOSE:** To state the Secretary's policy regarding offender mail privileges, including publications, at all adult institutions.
4. **APPLICABILITY:** Deputy Secretary, Undersecretary, Chief of Operations, Regional Wardens, and Wardens. Each Warden is responsible for ensuring that appropriate unit written policy and procedures are in place to comply with the provisions of this regulation and for conveying its content to all offenders and affected employees.
5. **NOTICE:** Staff at each reception and diagnostic center or unit handling initial reception and diagnostic functions shall inform each offender in writing promptly after arrival of the Department's rules for handling of offender mail, utilizing the Notification of Mail Handling (Form C-02-009-A.) This form shall be filed in the offender's Master Record.

The current offender population in DPS&C facilities is required to complete Form C-02-009-A upon the issuance of this revision to Department Regulation No. C-02-009 "Offender Mail and Publications."

6. **POLICY:** It is the Secretary's policy that offenders may communicate with persons or organizations subject to the limitations necessary to protect legitimate penological objectives (including but not limited to deterrence of crime, rehabilitation of offenders, maintenance of internal/external security of an institution or maintenance of an environment free of sexual harassment), to prevent the commission of a crime, or to protect the interests of crime victims.

7. **DEFINITIONS:**

- A. **DPS&C Facility:** Includes, for the purpose of this regulation, state operated prison facilities, and state privately operated prison facilities.
- B. **E-mail:** A document created or received on an electronic mail system, including any attachments, such as word processing and other electronic documents, which may be transmitted with the message. E-mail is correspondence to or from an offender in an electronic format that is provided through the Department's contractor for Offender Services.
- C. **Farm Mail Correspondence:** Offender to offender mail when housed at the same institution.
- D. **Indigent Offenders:** Those who do not have sufficient funds in the appropriate account(s) at the time of their request for indigent services and/or supplies to fully cover the cost of the requested services or supplies. See Department Regulation No. B-09-004 "Indigent Offenders" for additional information.
- E. **Nudity:** Pictorial depiction of buttocks, genitalia or female breasts (with the nipple or areola exposed).
- F. **Privileged correspondence:** (Includes mail to or from)
 - 1) Identifiable courts;
 - 2) Identifiable prosecuting attorneys;
 - 3) Identifiable Probation and Parole Officers, Parole Board and Pardon Board;
 - 4) State and local executive officers;
 - 5) Identifiable attorneys;
 - 6) Secretary, Deputy Secretary, Undersecretary, Assistant Secretary, Chief of Operations and other officials and administrators of grievance systems of the Department;
 - 7) Local, state or federal law enforcement agencies and officials.
- G. **Publication:** Book, booklet, pamphlet, or similar document, or a single issue of a magazine, periodical, newsletter, newspaper, magazine/newspaper clipping, article printed from the Internet, plus other materials addressed to a specific offender such as advertising brochures, flyers and catalogs.
- H. **Sexually Explicit Material:** Any book, pamphlet, magazine, or printed matter however reproduced, which contains any picture, photograph, drawing or similar visual representation or image of a person or portion of the human body which depicts nudity, sexual conduct, sadomasochistic

abuse, bestiality and homosexuality. Explicit sexual material also includes that which contains detailed verbal descriptions or narrative accounts of sexually explicit conduct. (A publication will not be prohibited solely because it contains pictorial nudity that has a medical, educational or anthropological purpose.)

8. OFFENDER CORRESPONDENCE:

Offenders may write and receive letters and e-mails subject to the following provisions:

A. Frequency

There shall be no limit placed on the number of letters or e-mails an offender may write or receive at personal expense and no limit placed on the length, language or content except when there is reasonable belief that limitation is necessary to protect public safety or institutional order, including restrictions relative to what may be reasonably stored in space provided and security. Offenders in segregation can write and receive letters on the same basis as offenders in general population.

B. Timely Handling

All mail, incoming and outgoing, shall be handled without unjustified delay. Letters should generally not be held more than 48 hours and packages shall not be held more than 72 hours. This does not prohibit the holding of mail for offenders who are temporarily absent from the institution and does not include weekends and holidays or emergency situations. When mail is received for an offender who has been transferred to another institution or released, the institution where the mail is received should attempt to forward the mail to him. The collection and distribution of mail is never to be delegated to an offender. Mail will be given directly to the receiving offender by an employee.

C. Correspondence

An offender may write to anyone except:

- 1) A victim of any criminal offense for which the offender has been convicted or for which disposition is pending, or an immediate family member of the victim, except in accordance with specific procedures established by Department Regulations (e.g., C-01-007 "Crime Victims Services Bureau" and C-02-008 "Offender Visitation") or as established by the Warden in conjunction with the Crime Victims Services Bureau;
- 2) Any person under the age of 18 when the person's parent or guardian objects verbally or in writing to such correspondence;

- 3) Any person whom the offender is restrained from writing to by court order;
- 4) Any person who has provided a verbal or written request to not receive correspondence from an offender;
- 5) Any other person, when prohibiting such correspondence is generally necessary to further the substantial interests of security, order or rehabilitation.

D. Costs of Correspondence

- 1) Each offender shall pay personal mailing expenses, except an indigent offender. An indigent offender shall have access to postage necessary to send two personal letters per week, postage necessary to send out approved legal mail on a reasonable basis and basic supplies necessary to prepare legal documents. A record of such access shall be kept and the indigent offender's account shall reflect the cost of the postage and supplies as a debt owed in accordance with Department Regulation No. B-09-004 "Indigent Offenders." Stationery, envelopes and stamps shall be available for purchase in the canteen.
- 2) E-mail shall only be available to offenders who have electronic postage capabilities through the Department's contractor for Offender Services.

E. Outgoing General Correspondence and Farm Mail

- 1) Review, Inspection and Rejection

Outgoing general correspondence and farm mail shall not be sealed by the offender and may be read and inspected by staff. Outgoing e-mail may also be read by staff. The objectives to be accomplished in reading outgoing mail differ from the objectives of inspection. In the case of inspection, the objective is primarily to detect contraband. The reading of mail and e-mail is intended to reveal, for example, escape plots, plans to commit illegal acts, or plans to violate institutional rules or other security concerns. Outgoing general correspondence and farm mail may be restricted, confiscated, returned to the offender, retained for further investigation, referred for disciplinary proceeding or forwarded to law enforcement officials, if review discloses correspondence or materials which contain or concern:

- a. The transport of contraband in or out of the facility;
- b. Plans to escape;
- c. Plans for activities in violation of facility or Department rules;

- d. Information which, if communicated, would create a clear and present danger of violence and physical harm to a human being;
- e. Letters or materials written in code or a foreign language when the offender understands English (unless the Warden or designee determines that the recipient is not fluent in English);
- f. Mail which attempts to forward unauthorized correspondence to a third party;
- g. Threats to the safety and security of staff, other offenders or the public, facility order or discipline or rehabilitation (including racially inflammatory material);
- h. Sexually explicit material;
- i. Other general correspondence for which rejection is reasonably related to a legitimate penological interest.

2) Notice of Rejection

The offender sender shall be notified within three working days, in writing, of the correspondence rejection and the reason therefore on the Incoming/Outgoing General Correspondence, Farm Mail and E-Mail Notice of Rejection (Form C-02-009-B.) Any further delay in notification shall be based on ongoing investigation which would be compromised by notification. Rejections are appealable through the Administrative Remedy Procedure.

3) Limitations on Restrictions

Any restrictions imposed on outgoing general correspondence and farm mail shall be unrelated to the suppression of expression and may not be restricted solely based on unwelcome or unflattering opinions. Communication of malicious, frivolous, false, and/or inflammatory statements or information, the purpose of which is reasonably intended to harm, embarrass, or intimidate an employee, visitor, guest or offender shall be rejected. This shall not apply to information and/or statements communicated for the express purpose of obtaining legal assistance.

4) Procedures for Mailing

Outgoing general correspondence and farm mail shall be inserted into the envelope and left unsealed by the offender. All outgoing correspondence shall include:

- a. A complete legible name and address of the party the correspondence is being sent to;
- b. The offender's name, DOC number, housing unit, and the name and mailing address of the institution which shall be written or typed on the upper left hand corner of the envelope. Drawings, writing, and marking on envelopes, other than return and sending address, are not permitted. All outgoing general correspondence shall be stamped in the mailroom to indicate it originates in a correctional institution.
- c. Outgoing e-mails shall be processed electronically and scanned for contents and phrases.

F. Incoming General Correspondence

1) Review, Inspection, and Rejection

All incoming general correspondence and e-mails must contain the return address of the sender, the name and DOC number of the offender and the name and mailing address of the facility. All incoming general correspondence shall be opened and inspected for contraband, cash, checks, and money orders and is subject to being read. Any stick on label or stamp may be removed if it appears to contain contraband. All incoming general correspondence may be rejected if such review discloses correspondence or material(s) which would reasonably jeopardize legitimate penological interests, including, but not limited to, material(s) which contain or concern:

- a. The transport of contraband in or out of the facility;
- b. Plans to escape;
- c. Plans for activities in violation of facility or Department rules;
- d. Plans for criminal activity;
- e. Violations of this regulation or unit rules;
- f. Letters or materials written in code;
- g. Threats to the safety and security of staff, other offenders, or the public, facility order, or discipline, or rehabilitation, (including racially inflammatory material);
- h. Sexually explicit material;
- i. Greeting cards larger than 8" x 10" and greeting cards containing electronic or other non-paper parts, cards

constructed in such a way as to permit concealment of contraband;

- j. Other general correspondence for which rejection is reasonably related to a legitimate penological interest.

Incoming general correspondence containing any of the foregoing may be restricted, confiscated, returned to the sender, retained for further investigation, referred for disciplinary proceedings or forwarded to law enforcement officials.

2) Notice of Rejection

The offender shall be notified within three working days, in writing, of the correspondence or e-mail rejection and the reason therefore on the Incoming/Outgoing General Correspondence, Farm Mail and E-Mail Notice of Rejection (Form C-02-009-B.) Any further delay in notification shall be based on ongoing investigation which would be compromised by notification. Rejections are appealable through the Administrative Remedy Procedure.

G. Monetary Remittances

1) Incoming

Funds may only be sent to the facility and processed for hobbycraft purchases properly supported by a hobbycraft agreement in accordance with the provisions of Department Regulation No. C-03-009 "Sale of Hobbycraft to Employees and Employees' Families."

For hobbycraft purchases, money from permissible sources may be accepted in the following forms:

- a. Postal, bank or commercially issued money orders;
- b. Bank cashier checks;
- c. Cash;
- d. Personal checks.

All other offender funds shall be processed through the Department's contractor for Offender Services in accordance with the provisions of Department Regulation No. B-09-003 "Offender Banking."

- 2) Upon discovery of cash, multiple party checks, personal checks not for hobbycraft purchases or any other funds received in the mail for an offender, the offender shall be sent a Monetary Remittances Notice of Rejection (Form C-09-009-C) within three working days

describing the contents of the mail, the date of its receipt and advising that he has seven working days to provide return postage. If return postage is not provided within seven working days, the postage will be provided by the unit. The offender's banking account will be charged if funds are available. If funds are not available, a debt owed will be established pursuant to Department Regulation No. B-09-004 "Indigent Offenders."

H. Identification of Privileged Correspondence

It is the responsibility and duty of institutional staff to verify the legitimacy of the official listed on the envelope. For purposes of this regulation, "identifiable" means that the official or legal capacity of the addressee is listed on the envelope and is verifiable. If not, then the letter is to be treated as general correspondence and an appropriate inquiry made into the offender's intent in addressing the envelope as privileged mail.

I. All Outgoing Privileged Correspondence shall include:

- 1) A complete legible name and address of the party the correspondence is being sent to;
- 2) The offender's name, DOC number, housing unit, and the address of the institution on the upper left hand corner of the envelope. Drawings, writing, and marking on envelopes, other than return and sending address, are not permitted. All outgoing privileged correspondence shall be stamped in the mailroom to indicate it originates in a correctional institution.

Outgoing privileged correspondence may be posted sealed, and will not be opened and inspected without express authorization from the Warden or Deputy Warden as specified in Section 8.K.

J. Incoming Privileged Correspondence

All incoming privileged correspondence must contain the return address of the sender and the name and DOC number of the offender and the name and mailing address of the facility. All incoming privileged correspondence shall be opened in the presence of the offender to whom it is addressed and inspected for the presence of cash, checks, money orders and contraband and to verify as unobtrusively as possible, that the correspondence does not contain material that is not entitled to the privilege. When the material is inspected and it is found to be bound or secured in any manner that would prevent the thorough inspection of the document, the offender shall have the option of allowing staff to take the document apart for adequate inspection or returning the material to the sender to require that the material be returned in a loose manner to allow for proper inspection. Additionally, offenders receiving legal material in the form of a compact disc shall have the option of paying for copies to be made by the facility or returning the disc to the sender in order to require

that the material be converted to paper copies. Payment for paper copies of legal material from a compact disc shall be in accordance with Department Regulation No. A-03-003 "Collection of Fees for Reproduction of Public Records."

Incoming privileged mail may be opened and inspected outside the offender's presence in the circumstances outlined in Section 8.K. of this regulation.

1) Inspection and Rejection

When, in the course of inspection, cash, checks, or money orders are found, they shall be removed and forwarded to the Business Office who will verify the legitimacy of the transaction in accordance with Department Regulation No. B-09-003 "Offender Banking."

2) If material is found that does not appear to be entitled to the privilege or if any of the circumstances outlined in Section 8.K. exist, the mail may be restricted, confiscated, returned to sender, retained for further investigation, referred for disciplinary proceedings or forwarded to law enforcement officials.

3) Notice of Rejection

The offender shall be notified within three working days, in writing, of the correspondence rejection and the reason therefore on the Privileged Correspondence Notice of Rejection (Form C-02-009-D) describing the reason for the rejection and advising that he has seven working days to determine the disposition of the correspondence. Rejections are appealable through the Administrative Remedy Procedure.

4) Accidental Opening

If privileged correspondence is opened accidentally, outside the presence of the offender, the envelope shall be immediately stapled or taped closed and the envelope marked "Accidentally Opened" along with the date and employee's initials. An Unusual Occurrence Report shall be completed.

K. Mail Precautions

The Wardens and Deputy Wardens are authorized to open and inspect incoming and outgoing privileged mail outside the offender's presence in the following circumstances: (See Department Regulation No. A-02-034 "Mail Precautions" for additional information.)

- Letters that are unusual in appearance or appear different from mail normally received or sent by the individual or public entity;

- Letters that are of a size or shape not customarily received or sent by the individual or public entity;
- Letters that have a city and/or state postmark that is different from the return address;
- Letters that are leaking, stained, or emitting a strange or unusual odor or have a powdery residue;
- When reasonable suspicion of illicit activity has resulted in a formal investigation and such inspection has been authorized by the Secretary or designee.

L. Offender Organizations

Offender organizations must pay the postage costs for all of their outgoing mail. All outgoing mail must be approved by the Offender Organization sponsor.

9. PROCEDURES FOR PUBLICATIONS:

A. Publications (see definition in Section 6.F.) may be read and inspected to discover contraband and unacceptable depictions and literature. Unless otherwise provided by the rules of the institution, all printed matter must be received directly from the publisher. Multiple copies of publications for any one individual offender are not allowed. Samples inserted in publications will be removed prior to delivery.

B. Newspaper and magazine clippings (xerox copies allowed) as well as articles printed from the internet are considered publications for the purpose of review pursuant to this regulation. However, they are not required to originate from the publisher. A limit of five clippings/articles may be received within a piece of regular correspondence and the quantity received may be further limited by what can be reasonably reviewed for security reasons in a timely manner. Multiple copies of the same clippings/articles for any one individual offender are not allowed. Inclusion of clippings/articles in regular correspondence may delay the delivery.

C. Refusal of Publications

Printed material shall only be refused if it interferes with legitimate penological objectives (including but not limited to deterrence of crime, rehabilitation of offenders, maintenance of internal/external security of an institution or maintenance of an environment free of sexual harassment), or if the refusal is necessary to prevent the commission of a crime or to protect the interests of crime victims. This would include but not be limited to the following described categories:

- 1) Security issues

- a. Maps, road atlas, etc. that depict a geographic region that could reasonably be construed to be a threat to security;
- b. Writings that advocate, assist or are evidence of criminal activity or facility misconduct;
- c. Instructions regarding the ingredients or manufacturing of intoxicating beverages or drugs;
- d. Information regarding the introduction of, or instructions in the use, manufacture, storage, or replication of weapons, explosives, incendiaries, escape devices or other contraband;
- e. Instructs in the use of martial arts;
- f. Racially inflammatory material or material that could cause a threat to the offender population, staff, and security of the facility;
- g. Writings which advocate violence or which create a danger within the context of a correctional facility.

2) Sexually Explicit Material

It is well established in corrections that sexually explicit material causes operational concerns. It poses a threat to the security, good order and discipline of the institution and can facilitate criminal activity. Examples of the types of behavior that result from sexually explicit material include non-consensual sex, sexual molestation of other offenders or staff, masturbation or exposing themselves in front of staff and inappropriate touching or writing to staff or other forms of sexual harassment of staff and/or offenders.

Sexually explicit material can portray women (or men) in dehumanizing, demeaning and submissive roles, which, within an institutional setting, can lead to disrespect and the sexual harassment of female (or male) correctional staff. Lack of respect and control in dealing with offenders can endanger the lives and safety of staff and offenders.

The viewing of sexually explicit material undermines the rehabilitation of offenders as it can encourage deviant, criminal sexual behavior. Additionally, once sexually explicit material enters an institution, it is impossible to control who may view it. When viewed by an incarcerated sex offender, it can undermine or interrupt rehabilitation efforts.

Publications that depict nudity or sexually explicit conduct on a routine or regular basis or promotes itself based upon such depictions in the case of individual one time issues will not be allowed.

- 3) When screening publications for acceptability, the following categories shall be utilized:

Category 1 - Presumption of non-acceptability;

Category 2 - Those that need to be reviewed on a case-by-case basis prior to allowing them to be delivered to the recipient and subject to review by the Regional Warden;

Category 3 - Presumption of acceptability.

Publications can be added, deleted or moved from one category to another at the discretion of the Secretary at any time.

See Attachments A, B and C for the current listing of publications in each category. When an institution receives a Category 2 publication which has not already been ruled on by the Regional Wardens, the mailroom shall send the offender a Notice of Pending Review of Publication (Form C-02-009-E) and forward the publication to the Regional Warden who shall determine acceptability. When an institution suspends delivery of an issue of a Category 3 publication, the Regional Warden is notified. The mailroom will send the offender a Notice of Pending Review of Publication (Form C-02-009-E.) The Regional Wardens shall determine if the publication should be moved to Category 2. When magazines are received that are not currently listed, the Regional Warden shall be notified.

- 4) Procedures When Publication is Refused

The offender shall be notified within three working days of the refusal and the reason therefore on the Publications Notice of Rejection (Form C-02-009-F) describing the reason for the rejection and advising that he has seven working days to determine the publication's disposition. Rejections are appealable through the Administrative Remedy Procedure. The institution should retain possession of the disputed item(s) until the exhaustion of administrative and judicial review.

10. PROCEDURES FOR PHOTOGRAPHS, DIGITAL OR OTHER IMAGES:

- A. Offenders shall not be allowed to receive or possess photographs or digital or other images that interfere with legitimate penological objectives (including but not limited to deterrence of crime, rehabilitation of offenders,

maintenance of internal/external security of an institution, or maintenance of an environment free of sexual harassment), or to prevent the commission of a crime or to protect the interests of crime victims. This includes photographs, digital or other images which expose the genitals, genital area (including pubic hair), anal area, cheeks of the buttocks or female breasts (or breasts which are designed to imitate female breasts). These areas must be covered with garments which cannot be seen through.

- B. Lingerie will not normally be acceptable whether transparent or not. Swimwear will only be acceptable if the overall context of the picture is reasonably related to activities during which swimwear is normally worn. Suggestive poses alone may be sufficient cause of rejection regardless of the type of clothing worn.
- C. Each institution shall develop a procedure that serves to reasonably restrict an offender's possession of multiple copies of the same photograph or digital or other image.
- D. Hard backed and laminated photographs or digital or other images that are subject to alteration or modification may be rejected.
- E. The term "photograph" includes other images such as those created by a digital imaging device or e-mails.
- F. The offender shall be notified within three working days, in writing, of the photograph rejection and the reason therefore on the Photographs Notice of Rejection (Form C-02-009-G) describing the reason for the rejection and advising that he has seven working days to determine the photograph's disposition. Rejections are appealable through the Administrative Remedy Procedure.

11. PROCEDURES FOR DEATH ROW OFFENDERS CORRESPONDENCE:

Pursuant to the provisions of Act No. 799 of the 2012 Regular Session, the following procedures provide for the review and inspection of incoming and outgoing correspondence of death row offenders to ensure no contractual arrangements are being contemplated or in effect that would allow the offender to profit from his crimes of notoriety.

- A. All incoming and outgoing general correspondence, including packages, shall be inspected.

- B. Incoming and outgoing privileged mail shall be inspected outside the offender's presence when there is reasonable suspicion that contraband is being sent to the offender or from the offender, or the offender is contemplating a contractual arrangement that would result in his receiving any type of profits or proceeds relative to his criminal acts. The Warden or Deputy Warden shall authorize such inspection.
- C. In the event it is determined that the offender is contemplating or has established a contractual arrangement as stated in Section 8.B. of Department Regulation No. C-03-010 "Death Row Offenders Profits from Crime or Notoriety," the information shall be immediately reported by the Warden to the Secretary who shall notify the Attorney General's Office pursuant to Section 7.A. of Department Regulation No. C-03-010.

s/James M. Le Blanc
Secretary

This supersedes Department Regulation No. C-02-009 dated 05 January 2007.

Attachments:

- A Category 1 Publications
- B Category 2 Publications
- C Category 3 Publications

Forms:

- C-02-009-A Notification of Mail Handling
- C-02-009-B Incoming/Outgoing General Correspondence, Farm Mail and E-Mail Notice of Rejection
- C-02-009-C Monetary Remittances Notice of Rejection
- C-02-009-D Privileged Correspondence Notice of Rejection
- C-02-009-E Notice of Pending Review of Publication
- C-02-009-F Publications Notice of Rejection
- C-02-009-G Photographs Notice of Rejection

(This page is effective 26 April 2013 and supersedes Page Fourteen dated 20 March 2012).

**Department Regulation No. C-02-009
20 March 2012
Attachment A**

**Louisiana Department of Public Safety and Corrections
CATEGORY 1 PUBLICATIONS**

Publications, which, as currently published, feature nudity and/or sexually explicit material or present a clear threat to the security of the institution:

Barely Legal
Bludaman
Hustler
Penthouse
Playboy
Playgirl
Purely 18
Yahweh Ben Yahweh

**Department Regulation No. C-02-009
28 January 2013
Attachment B**

**Louisiana Department of Public Safety and Corrections
CATEGORY 2 PUBLICATIONS**

Publications that must be viewed on a case by case basis:

American Curves
American Institute of Theology
Black Men
Church of Jesus Christ Christian Materials
Leviathan
National Vanguard
Smooth
The Defenestrator

Department Regulation No. C-02-009
28 January 2013
Attachment C

Louisiana Department of Public Safety and Corrections
CATEGORY 3 PUBLICATIONS

Publications, which, as currently published, have a presumption of acceptability:

2 Wheel Turner	Catholic Digest
AARP	CFO Rising
Accessory Merchandising	Chainstore Age
Advocate	Charisma
Airbrush Action	Christ for the Nations
Air Cargo World	Collections and Credit Risk
Al Huda	Complex
Alaska	Conde Nast Traveler
Allure	Cooking for 2
Alternate Press	Cook's Illustrated
America-The National Catholic Mag.	Corvette Fever
American Artist	Cosmo Girl
American Cowboy	Cosmopolitan
American Photo	Cottage Living
Angels on the Earth	Country
Archaeology	Country Weekly
Architectural Digest	CRO-Chief Financial Officer
Art News	Crochet Today
Art of the West	Crochet World
Artist's Magazine	Decision
Arts & Antiques	Details
Back to Godhead	Direct
Backyard Living	Discover
Beautiful Woman	Display and Design Ideas
Best Life	DOMINO-The Cozy Home
Better Homes and Gardens	Drugstore News
Bird's N' Bloom	Earnshaw's
Black Beat	Easy Rider
Black Enterprise	Ebony
Blender	Echoes
Bon Appetit	Elle
Business 2.0	Energy and Power Management
Car and Driver	Entertainment Weekly
Cards and Payments	Entrepreneur
Cargo	ESPN
Caribbean Travel and Life	Esquire

Department Regulation No. C-02-009
28 January 2013
Attachment C
Page Two

Essence	House Beautiful
Family Circle	House & Garden
FAMMGram-Families Against Mandatory Minimums	Hype Hair
Fashion Rocks	lapac
Field & Stream	Inbound Logistics
Final Call	In Style
Fit Yoga	In Touch
Fitness	Interview
Flex	Islamic Horizons
Footwear Plus	Israel My Glory
For Him Magazine (FHM)	Jet
Fortune	King
Friends Journal	Kitchen Ware News
Fur, Fish & Game	Kliplinger's Personal Finance
Games	Ladies Home Journal
Glamour	Landscape Construction
Global Finance	Latina
Globe	LDB Interior Textiles
GM Pro	Lesbian Connection
Gold Medal	Life in the Sun
Good Housekeeping	Liver Health
Gourmet	Louisiana Agriculture
Gourmet News	Louisiana Game & Fish
Green Profit	Louisiana Gardener
Grip Magazines	Louisiana Sportsman
Groove Line	Lowrider
Guideposts	Lucky
Guitar Player	Made to Measure
Guitar World	Marian Helper
Habitat World	Marie Claire
Harpers Bazaar	Maxim
Healthy Living	Men's Fitness
Heart Insight	Men's Health
Hennings Classic Car	Men's Journal
Hit Parader	Messiah
Home Accents Today	Metropolitan Home
Horizons	Military Heritage
Hot Rod	More
Hot Rod Bikes	Mother Earth News
	Motor

MotorCyclist Hog Wild
Motor Trend
Ms.
Muscle & Fitness
Muslim Journal
Mustangs & Fast Fords
National Geographic
Naway
Newsweek
North American Whitetail
Nursery management and Production
Off-Road Mud Racing
On Site
Oprah
Oracle
Ornamental Outlook
OUT
Outdoor Life
Ozone Magazine
Parcel
PC Magazine
PDN
Pentecostal
People
Peterson's Hunting
Pilates Style
Popular Mechanics
Popular Science
POZ
Predator Extreme
Premiere
Prevention
Prison Legal News (PLN)
Prophecy Flash
Psychology Today
Ray of Hope
Razor
Reader's Digest Redbook
Reflections
Reminisce
Rides
Rolling Stone
Royal Vision
Saudi Aramco World
Savoy
Science News
Scientific American
Scratch
Self
Send
Shape
Shonen Jump
Signs of the Times
Simple and Delicious (recipes)
Sista to Sista
Slam
Smithsonian
Smithsonian Journeys
Source
Southern Living
Southern Sporting
Southwest Art
Spin
Sporting News
Sports Illustrated (including swimsuit
issue)
St. Anthony Messenger
Star
Street Chopper
Street Trucks
Stuff
Successful Farming
Sun
Superintendent
Sustainable Facility
Swim
Table Talk
Taste
The Atlantic
The Economist

Department Regulation No. C-02-009
28 January 2013
Attachment C
Page Four

The Evangelist
The Family Handyman
The Feminist News Journal
The Good News
The Louisiana Challenger
The Middle East in the Bible Prophecy
The National Enquirer
The New Yorker
The Pastel Journal
The Philadelphia Trumpet
The Source
The Week
The World of Faith
The Year in Soaps
Thoroughbred Times
Tiger Rag
Time
Tomato Growers
Tomorrow's World
Transworld Business
Tree Services
Truck Trend
True Confessions
True Story
Turf
T.V. Guide
Upper Room
Upscale
US
US Weekly
U.S. News and World Report
Vanity Fair
Vegetarian
Veranda
Vibe
Vibe Vixen
Victory
Vision
Vogue
Voice of the Covenant
Volunteer
W
Western Interiors
Wired
Woman's Day
Woman's World
Women's Health
World Trade
Writer's Digest
WW Raw
WWF Smackdown
XXL