

UNIT RULES

1. Inmates will follow instructions from all staff and always communicate in a respectful manner, free of profanity. Inmates will not act or behave in a manner that disrupts or distracts staff.
2. Inmates must be fully clothed when they come out of their cell (pants, shirt, socks and footwear); including when they are going to or coming from the shower.
3. Inmates leaving their housing unit, except when going to the gym; must be dressed in their state issued orange top and pants; socks; underwear; and shoes/crocs. Jackets may be required for winter months. Inmates may not go shirtless at any time.
4. Inmates going to the gym may wear sweatpants, shorts, t-shirts, or state issued uniforms. Inmates may not go shirtless at any time.
5. Shower shoes may be worn while in the day room; socks are required. Outside of the dayroom shoes and socks must be worn.
6. State issued uniform pants are not allowed to sag at the waist or have the pant legs rolled up. There will be no displaying of "colors" in any form.
7. White t-shirts need to be tucked in.
8. Du rags can only be worn in the cell, not in the housing unit or outside the unit - No Exceptions.
9. Inmates are required to have their identification cards in their uniform pocket at all times and must produce the identification card upon the request of any staff member.
10. Inmates will be assigned a specific bed assignment and you may not move without prior approval. Inmates may not refuse cell assignments. Inmates may submit a request to the Unit Manager explaining details of the situation. Moves will not be granted based on inmate disapproval of another inmate's offense.
11. Inmates are not allowed to enter another inmate's cell at any time.
12. Inmates are not allowed on the second tier if they do not live on that tier.
13. Cells are to be kept clean at all times and bunks will be made when not in use. Trash bags are not allowed in the cells. Canteen bags will not be used as a trash bag.
14. Doors are NOT allowed to be propped open during cleaning.
15. Property boxes will be stored under the bunks at all times. They will not be used for other purposes.
16. Blankets, pillows, sheets and mattresses are to remain in the cell.
17. Blankets, sheets, towels, and wash clothes will not be used as rugs or table clothes. Blankets and sheets are to remain on the bed.
18. No items are to be attached to the cell walls, windows, doors or fixtures. Any items displayed in this manner will be confiscated.
19. Inmates will not cover their windows or place items at the bottom of their doors at any time. Inmates will not hang sheets or blankets inside their cells for privacy.
20. Cell doors are not to be propped open at any time.
21. Electronic devices must be sitting flat on the provided shelf in the cell.
22. No items are allowed to be kept on the electronics shelves except for electronic items. If you have no electronics, then this shelf may be used for other items.



23. Power strips must lay flat on the base on the shelf or floor. Power strips must not be hanging or lying on its side.
24. Inmates must turn off electronics (tv, radio, hot pot, play station, etc.) when they are not in their cells.
25. Items from the food trays or sack meals are not allowed to be kept in your cells and will be disposed of by the end of meal time.
26. Inmates may only use state issued cups during meal times.
27. No food items will be taken from the dining halls.
28. All canteen purchased food must be stored in property boxes to help prevent pest/vermin problems.
29. Inmates will not share food items or participate in spreads.
30. All cell doors are controlled by the Unit Officer. The Unit Officer has the discretion to allow inmates in/out of their cells at any time or only during watch tours.
31. Inmates will stand patiently at their cell door when they want access. Yelling, shouting and other forms of calling out for a cell door are not permitted.
32. The unit officer may choose to utilize 30 minute watch tours if inmates are abusing the doors by entering and exiting their cells continuously. The unit officer will make the announcement "Doors are being abused and if this continues the 30 minute watch tour will be implemented."
33. The cell intercom should only be used in emergency situations or to respond to staff.
34. Inmates are prohibited from kicking cell doors, hollering, screaming, yelling, or any other disruptive behavior.
35. Passing anything from cell to cell or under doors is not allowed. Items will be confiscated and considered contraband.
36. Loitering in front of cell doors; the recreation yard windows and door is not allowed.
37. Fighting or arguing between inmates will not be allowed and will result in disciplinary action.
38. Communicating with inmates who are on TRO status is strictly prohibited.
39. Inmates may bring personal items (cups, games, books, snacks, personal music players) out of their cells to the day room. Inmates may not leave their personal items in the dayroom. Any personal item left in the day room will be considered contraband and may be confiscated. There will be no TV's, play station, etc. will not be allowed in the dayrooms at any time for any reason.
40. Inmates will not sit or stand on the tables in the day room or in their cells.
41. Inmates may not dictate where another inmate may or may not sit.
42. Chairs will not be moved from the multipurpose rooms to the day room.
43. Telephone usage is only allowed during open day room times.
44. Telephone stools will remain at the phones.
45. Showers are not to be used for cleaning dishes, washing clothing or as a floor drain for mop buckets or containers.
46. Interview rooms will be used for business related issues only.
47. Inmates are not allowed to be on the officer station at any time. Inmates must stay behind the lines unless directed by a staff member to approach the officer station.

C-UNIT RULES

1. Inmates will follow instructions from all staff and always communicate in a respectful manner, free of profanity. Inmates will not act or behave in a manner that disrupts or distracts staff.
2. Inmates must have on their uniform whenever they are out of their cell with the exception of when being out for flagg.
3. Shower shoes may be worn while in the day room; socks are required. Outside of the dayroom shoes and socks must be worn.
4. State issued uniform pants are not allowed to sag at the waist or have the pant legs rolled up.
5. White t-shirts need to be tucked in.
6. Inmates are required to have their identification cards in their uniform pocket at all times and must produce the identification card upon the request of any staff member.
7. Inmates will be assigned a specific bed assignment and you may not move without prior approval. Inmates may not refuse cell assignments. Inmates may submit a request to the Unit Manager explaining details of the situation. Moves will not be granted based on an inmate disapproval of another inmate's offense.
8. Inmates are not allowed to enter another inmate's cell at any time.
9. Inmates are not allowed on the second tier if they do not live on that tier, unless you are a janitor cleaning.
10. Cells are to be kept clean at all times and bunks will be made when not in use. Trash bags are not allowed in the cells. Canteen bags will not be used as a trash bag.
11. Doors are NOT to be propped at any time.
12. Blankets, pillows, sheets and mattresses are to remain in the cell.
13. Blankets, sheets, towels, and wash clothes will not be used as rugs or table clothes. Blankets and sheets are to remain on the bed.
14. No items are to be attached to the cell walls, windows, doors or fixtures. Any items displayed in this manner will be confiscated.
15. Inmates will not cover their windows or place items at the bottom of their doors at any time. Inmates will not hang sheets or blankets inside their cells for privacy.
16. Items from the food trays or sack meals are not allowed to be kept in your cells and will be disposed of by the end of meal time.
17. Inmates may only use state issued cups during meal times.
18. Inmates will not share food items or participate in spreads.
19. All cell doors are controlled by the Unit Officer. The Unit Officer has the discretion to allow inmates in/out of their cells at any time or only during watch tours.
20. Inmates will stand patiently at their cell door when they want access. Yelling, shouting and other forms of calling out for a cell door are not permitted.
21. The unit officer may choose to utilize 30 minute watch tours if inmates are abusing the doors by entering and exiting their cells continuously. The unit officer will make the announcement "Doors are being abused and if this continues the 30 minute watch tour will be implemented."

22. The cell intercom should only be used in emergency situations or to respond to staff.
23. Inmates are prohibited from kicking cell doors, hollering, screaming, yelling, or any other disruptive behavior.
24. Passing anything from cell to cell or under doors is not allowed. Items will be confiscated and considered contraband.
25. Loitering in front of cell doors; the recreation yard windows and door is not allowed.
26. Fighting or arguing between inmates will not be allowed and will result in disciplinary action.
27. There will be NO communication between cells during flagg time.
28. Inmates will not sit or stand on the tables in the day room or in their cells.
29. Inmates may not dictate where another inmate may or may not sit.
30. Chairs will not be moved from the multipurpose rooms to the day room.
31. Telephone usage is only allowed during open day room times.
32. Telephone stools will remain at the phones.
33. Showers are not to be used for cleaning dishes, washing clothing or as a floor drain for mop buckets or containers.
34. Interview rooms will be used for business related issues only.
35. Inmates are not allowed to be on the officer station at any time. Inmates must stay behind the lines unless directed by a staff member to approach the officer station.
36. Inmates will not attempt to open or remove items from the mail, communication, commissary and HSR boxes.
37. Inmates will walk in a single file line on the right hand side of the hallway when moving throughout the facility.
38. Inmates will not stop in front of windows in an attempt to communicate with other inmates. Any communication and/or hand signing between two units/areas are prohibited.
39. Inmate janitors are not to communicate with other inmates that are in their cells, this could lead to removal from the job.
40. Inmates yelling, screaming, whistling at staff may lead to the unit television being turned off for an undetermined amount of time at the Unit Manager's discretion.