

<b>DATE:</b>	<b>March 16, 2022</b>
<b>NUMBER:</b>	<b>W.5.C.1</b>
<b>SUBJECT:</b>	<b>INCARCERATE PERSON RELIGIOUS SERVICES</b>

**PROCEDURE**

- I. **SERVICES:** English and Spanish religious services are available. Catholic and Protestant religious services are available on a weekly basis. Bible Study is available to incarcerated persons on selected days per the chaplain's schedule. Requests for services other than Catholic and Protestant religious services will be addressed on a case by case basis.
- II. **SCHEDULE:** The facility chaplain will determine religious service schedules suitable to meet the religious needs and classification levels of all individuals in the facility. This schedule will accommodate all group/social activities. Any individual meetings or requests will be addressed on a case by case basis.
- III. **SIGN-UP:** The religious service volunteers will work with the housing deputy to determine which modules are attending religious services.
- IV. **ATTENDANCE:** The housing deputy shall have the incarcerated persons from the module generate a list of those wanting to attend services.
  - a. Each incarcerated person will have their identity verified by their wristband.
  - b. The maximum number of incarcerated persons allowable per service is twenty (20). The religious service volunteer may conduct more than one service in the time allotted to accommodate additional incarcerated persons.
  - c. The facility chaplain is responsible for computing the number of services provided based on requests for each service. The facility chaplain will provide the monthly totals of the above to the chaplain coordinator by the last day of each month.
- V. **CLASSIFICATION:** Individuals will only attend religious services with their assigned housing module. Individuals will not attend religious services with other modules within their housing unit, due to Keep Separates and varying classification levels.
- VI. **LOCATIONS:** Each housing floor's multi-purpose room will be used for religious services.