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| DATE: | February 1, 2021 |
| NUMBER: | Q.57.V |
| SUBJECT: | PROPERTY ISSUED TO INMATES |

PROCEDURE

I. PROPERTY ISSUED BREAKDOWN

A. When an inmate is booked and transferred to housing, they will receive the following issued items:

One (1) blue or green shirt

One (1) blue or green pants

One(1) pair of socks

One(1) pair of underwear

One (1) pair of shower shoes

One(1) white t-shirts

B. Inmates confirmed by health staff to be pregnant or recovering from childbirth will be issued inmate clothing (in compliance with their appropriate classification) printed with red lettering rather than white lettering.

C. For clothing issued to transgender inmates refer to Detentions Policy and Procedures section R.13 – Transgender, Intersex and non-binary Inmates.

D. For 7-day intake quarantine housing, each inmate will receive a bedroll containing the following:

Two (2) green safety blankets

One (1) extra green safety blanket the week after Thanksgiving Day through the week after Memorial Day.

One (1) towel

One (1) hygiene kit

E. Inmates exiting from 7-day quarantine will be strip searched prior to transferring into mainline housing. Each inmate will receive an additional pair of underwear, socks, white shirt and a bedroll containing the following:

Two (2) blankets

One (1) extra blanket the week after Thanksgiving Day through the week after Memorial Day.

One (1) towel

One (1) hygiene kit

F. Administrative segregation inmates will receive a bedroll containing the following:

Two (2) green safety blankets

One (1) towel

One (1) hygiene kit

G. Inmate workers will be issued the following:

Two (2) tan shirts

Two (2) tan pants

One (1) sweatshirt

Two (2) pair of underwear

Two (2) pair of socks

One (1) towel or two (2) upon availability

One (1) pair of issued tennis shoes

Two (2) white t-shirts or Three (3), if available

Two (2) blankets

Two (2) sheets

One (1) pillow

H. EOH inmates will be issued the following:

One (1) green safety garment

Two (2) green safety blankets

One (1) pair of shower shoes

I. "Advanced Age" inmates housed in East House Module 4 will be issued one (1) sweatshirt.

Sweatshirts are authorized to be worn only inside the module and to the recreational yard. They are not permitted to be worn to court or programs.

II. DEPUTY RESPONSIBILITY AT RELEASE

Prior to leaving housing, the floor deputies should have the inmate remove their jail issued white shirt and place it in the landry bin. The Court/Release Rover will collect the face card(s) from the Final Release clerk. The Court/Release Rover will verify that the inmate has removed all jail issued clothing. The Court/Release Rover will also check the property bag(s) to ensure facility clothing/property is not present. Once completed, the Court/Release Rover will sign their ARJIS and notate the time on the back of the face card under "Check for Blues." The Female Intake Deputy will be required to complete all of the duties listed above for female inmates prior to their release.

Every effort should be made by the affected floor deputies to confirm other jail issued articles such as the jail issued towels and blankets are collected prior to leaving the housing floor.