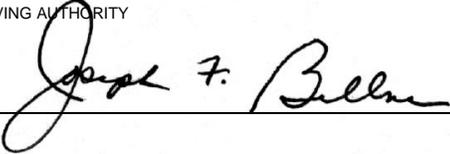


 <p>Corrections and Community Supervision</p> <p>DIRECTIVE</p>	TITLE		NO. 4921
	Inmate Television Sets		DATE 8/18/2015
SUPERSEDES DIR #4921 Dtd. 4/23/2014	DISTRIBUTION A B	PAGES PAGE 1 OF 2	DATE LAST REVISED
REFERENCES (Include but are not limited to) Directives #2068 and #4920	APPROVING AUTHORITY 		

I. **PURPOSE:** This directive governs the acquisition, use, and disposition of inmate television sets.

II. **POLICY:** Inmates may own and use personal television sets at facilities which have been approved for such use by the Commissioner, and after a majority of the affected inmate population has voted for that option.

Note: The policy requiring the inmate population to vote does not apply to correctional facilities that have been designated by the Commissioner as television facilities.

III. PROCEDURE

A. TV Election: Where authorized, the Superintendent shall give the affected inmate population an opportunity to vote, via secret ballot, to either accept or reject the option to own personal televisions. Prior to the election, the inmates shall be informed of the conditions for TV ownership and use, and the attendant restrictions on personal packages as set forth below.

Note: The facility will be established as a "TV facility" or a "non TV facility" by majority vote. Once established as a "TV facility," the results will not be reversed and all affected inmates at the facility will be subject to restrictions on personal packages from then on.

B. Package Restrictions: An inmate who has the option to own a personal television set may only receive:

1. Two packages per calendar year (Jan. - Dec.) from family, friends, or other personal sources (these packages may only contain food items and may not exceed 20 pounds); and
2. Items ordered directly by the inmate from approved vendors.

Note: All other provisions of Directive #4911, "Packages & Articles Sent or Brought to Facilities," apply.

C. Purchase

1. Television sets, with accompanying earphones, must be purchased through the facility Commissary.
2. The make, model, and screen size will be determined by the Department to ensure standardization.
3. Each television set shall be engraved with the inmate's name and Department Identification Number (DIN) prior to being issued from the Commissary.

4. Purchase of a television set will be considered a special commissary buy requiring the inmate to fill out Form #IAS-2752, "Special Commissary Purchase Request."
5. The purchase of a television set will not be counted against an inmate's bi-weekly Commissary limit.
6. Currently possessed and legitimately obtained TV's will continue to be approved. Inmates who wish to obtain a new unit will be permitted to dispose of their current TV in accordance with the following options:
 - a. Send it home at their expense; or
 - b. Donate it to charity; or
 - c. Approve that it be destroyed.

Note: Inmates will not be permitted to transfer ownership of a used TV to another inmate for as long as they remain at the facility.

D. Disposition Upon Transfer or Discharge

1. Shipping or mailing will be at the inmate's expense. The facility will provide a suitable packing box.
2. When an inmate is being transferred to a facility where personally owned television sets are allowed, the television set will not be included in the inmate's personal property, but mailed or shipped separately at the inmate's expense.
3. When an inmate is being discharged or transferred to a facility where personally owned television sets are not allowed, the inmate shall choose one of the following disposal options:
 - a. Transfer ownership to another inmate with the approval of the Superintendent; or
 - b. Send it home (or carry it home if being discharged); or
 - c. Donate it to charity; or
 - d. Authorize its destruction.
4. Whenever an inmate seeks to transfer ownership, send home, donate, or destroy his or her television set, [Form #2068](#), "Authorization for Disposal of Personal Property," shall be used. Refer to Directive #4920, "Inmate Radios, Tape Players and Radio/Tape Player Combinations," for similar procedures.

E. Rules for Possession and Use

1. Inmates who own and use personal television sets shall abide by the rules set forth in [Form #4921A](#), "Inmate Rules for Possession/Use of a Personally Owned Television Set."
2. The facility shall provide a copy of the inmate rules to each inmate who purchases a television set. The Commissary employee shall fill in the make, model, and serial number, and the inmate shall sign the copy to confirm that he or she is familiar with the rules and agrees to abide by them. The original shall be filed in the inmate's package room folder, and a copy retained by the inmate.