

State of Washington
Department of Corrections

MAIL REJECTION

FROM: MIM DISTRIBUTORS P.O. BOX 40799 SAN FRANCISCO CA 94140	TO:	FILE NO: 18087
	DOC NUMBER:	DATE: February 21, 2008
	UNIT: WSP	FACILITY: SCCC

A. The following types of INCOMING MAIL will not be allowed:

- ☐ 1. From an individual with whom contact is restricted per the requirements of DOC 450.050: Prohibited Contact.**
- ☐ 2. Threats of physical harm against any persons or any other threats of criminal activity.**
- ☐ 3. Blackmail or extortion threats.**
- ☐ 4. Contains contraband or concerns sending contraband in or out of the facility.**
- ☐ 5. Depicts or describes the procedures for the construction or use of weapons, ammunition, bombs, or incendiary devices.
- ☐ 6. Plans to escape or mail that depicts or describes the blueprints or operational detail of an existing institution's security devices (i.e. locks, electronics, facility grounds/buildings).
- ☐ 7. Plans for activities in violation of facility rules or for criminal activity.**
- ☐ 8. Mail that is in code.
- ☐ 9. Mail in a foreign language that contents are not understood by the inspecting staff, and efforts to have the mail interpreted have been unsuccessful.
- ☐ 10. Information which, if communicated, could create a risk of violence and/or physical harm to any person.
- ☐ 11. Obscene or sexually explicit material as defined in policy.**
☐ Picture ☐ Cartoon ☐ Written ☐ Advertisement ☐ Other
- ☒ 12. Mail that is deemed to be a threat to legitimate penological objectives.**
- ☐ 13. Publication that has been altered or the publication (i.e., pages removed or portions of pages removed, extraneous marks).
- ☐ 14. Mail that advocates that any ethnic, racial, or religious group is inferior for any reason and makes such group the object of ridicule and scorn, and may reasonably be thought to precipitate a violent confrontation between the recipient and a member(s) of the target group.**
- ☐ 15. Mail that has been purported to be legal mail, but upon visual scanning for contraband, the mail is determined to be general correspondence.
- ☐ 16. Cash or personal check(s). Amount \$ _____
- ☐ 17. Markings that are discriminatory in a racial/ethnic/religious or sexual manner and/or contain markings of gang symbols or symbols of unauthorized groups.**
- ☐ 18. Photo wherein the non-photo side is, or can be separated from the photo side of the picture. (No multiple copies).
- ☐ 19. Mail containing non-cancelled postage stamps.
- ☐ 20. Sticker labels in or on the envelope.
- ☐ 21. Greeting cards that are padded, laminated, layered, musical, and/or larger than 8" x 10.

A copy of this form has been sent to the offender and/or sender.

NOTE: The incarcerated inmate is responsible for making arrangements to return item or provide disposal instructions. Sender should not send stamps or money for this purpose. If the offender is without funds, refuses to pay the required postage, or refuses to designate an individual to receive the property such items shall be donated to a charitable organization or destroyed per WAC 137-36.

Note: When an offender appeals a restriction(s) he/she is responsible for notifying the mailroom of the appeal to ensure that the restricted item(s) are kept secure until the appeal process is completed.

- ☐ 22. Cassette tapes that do not meet policy requirements.**
- ☐ 23. More than a single magazine article and/or the article violates any criteria established in policy.
- ☐ 24. Book clippings of any size.
- ☐ 25. More than 10 newspaper clippings and/or the newspaper clipping violates any criteria established in policy.
- ☐ 26. Mail unauthorized by DOC 450.100 Mail for Offenders.
- ☐ 27. Publications not mailed directly from the publisher/retailer.
- ☐ 28. Items that were not ordered and approved in advanced through facility designated channels.
- ☐ 29. Sweepstakes, contest, lottery tickets, or other mailings soliciting or offering games of chance.
- ☐ 30. Photocopies or carbon copies that do not meet policy requirements.**
- ☐ 31. Other items identified by the superintendent / facility administrator and/or facility field instructions.**
- ☐ 32. Unauthorized offender to offender correspondence.
- ☐ 33. Mail that is in a binder.
- ☐ 34. Items available to specific offenders for purchase.

B. OUTGOING MAIL from offenders maybe disapproved for mailing for any of the following reasons:

- ☐ 1. Any reason set forth in section A of this form.
- ☐ 2. The offender's judgment and sentence prohibits contact with an individual or class of individuals during or upon release from incarceration.
- ☐ 3. The mail is addressed to a minor whose parents or guardian have objected, in writing to such correspondence.
- ☐ 4. There is an active order of "no contact" with an individual.
- ☐ 5. An individual or their guardian who previously has received sexually explicit or threatening mail by the offender and has complained or has asked that such mail not be received.
- ☐ 6. The mail solicits goods or money from other than the immediate family of the offender without the prior permission of the superintendent. This provision may not be construed to preclude the purchase of non-contraband goods or payment for such goods which have been approved by the superintendent/designee.
- ☐ 7. The outside of the mail (envelope or package) does not contain a return address as defined in policy or the outer envelope contains envelopes of corresponding and or loose letters.
- ☐ 8. Photocopies that do not meet policy requirements.**

The offender and/or sender shall be advised in writing of his/her right to seek a review of the decision to restrict his/her mail. The review shall be sought by writing to the facility Superintendent/designee within 10 calendar days of the restriction decision.

If the offender and/or sender wishes to seek a review of the Superintendent's decision, the review shall be sought by writing directly to the OCO Deputy Secretary within 10 calendar days of the decision.

COMMENTS (Give a brief but specific description of reasons for rejection. List titles, dates, issue, numbers, etc.)

UNKNOWN SUBSTANCE ON MAGAZINE APPEARS TO HAVE BEEN WET

STAFF SIGN
L. TUFFREE III

DATE:
FEB 21 2008