



Division of Pretrial
Detention and Services
Directive

Approved by:
Randall L. Watson
Acting Commissioner

Title: Provision and Control of Clothing and Linen	Directive Number: DPDS.220.0004
Related MD Statute/Regulations: N/A	Supersedes: PDSDs #220-3 Eff. April 15, 2003 and #220-4 Eff. February 29, 2004
Related ACA Standards: 4-ALDF-4B-03	Authorized by: Warden
Related MCCS Standards: .04F and .04H	Effective Date: October 30, 2009 Number of Pages: 2

.01 Purpose.

- A. This directive establishes policy regarding the management and control of detainee clothing and linen to include allowable limits and restrictions; exchange protocol, laundry services, court clothing, work detail uniforms, jumpsuits, laundry services and storage.
- B. This directive assigns responsibility for the control and management of detainee clothing and linen.

.02 Scope.

This directive applies to all institutions of the Division.

.03 Policy.

It is the policy of the Division that

- A. When detainees are required to wear uniforms due to work detail or housing assignment, appropriate uniforms will be routinely provided;
- B. An adequate supply of clothing shall be maintained to permit exchange and/or replacement. A supply of new shoes shall be maintained for issue to those arriving without footwear/with contraband footwear. All issued clothing shall be properly fitted, climatically suitable, durable and presentable. Detainee uniforms shall be stored in clean, dry areas and laundered before re-issue;
- C. Detainees shall be held accountable, in accord with the DPSCSD #105 series, for uniforms and linen issued to them. Footwear, once issued and processed through the Finance Department, shall be considered personal property
- D. Weekly laundry services are available to detainees for issued/personal clothing and linen. A system of routine exchange may be employed for personal clothing.

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- E. Accommodations are made for the receipting of court clothing within established guidelines.
- F. A system of accountability (record of exchange, laundry list, etc.) shall be used to ensure control of state-issued clothing and linen.
- G. No detainee shall be deprived of clothing during a laundry period.
- H. Detainees are discouraged from laundering clothing in sinks, wash basin, etc. due to health considerations. Clotheslines shall be prohibited for security reasons.
- I. Back-up services shall be arranged within DPDS if one facility's laundry equipment is out of service.
- J. Blankets and mattresses shall be cleaned on a routine basis.

.04 Definitions. There are no definitions for this directive.

.05 Responsibility.

It shall be the responsibility of the Warden to ensure that:

- A. All Division policy regarding the provision and control of detainee clothing and linen is fully enforced within the institution;
- B. Institutional directives, standard operating procedures and/or post orders are issued to ensure consistent implementation of Division policy. Documented annual review is conducted to ensure that procedures remain current and compliant with all applicable standards.
- C. Pertinent information regarding institution/personal clothing is communicated to detainees at intake and made available to the public through posters and Customer Service contacts.

.06 Attachment(s). There are no attachments to this directive.

.07 History.

This directive:

- A. Rescinds PDSD#220-3, titled Clothing Issue and Return, issued April 15,.2003 and PDSD# 220-4, titled Laundering of Resident Clothing, issued February 29, 2004;
- B. Supersedes provisions of any other prior existing Division communication with which it may be in conflict; and
- C. Requires institutional directives, standard operating procedures, and/or post orders.