


STATE OF MARYLAND
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
DIVISION OF CORRECTION

 DIVISION OF CORRECTION DIRECTIVE	PROGRAM: INMATE PROPERTY AND CLOTHING
	DCD #: 220-002
	TITLE: Clothing
	ISSUED: February 1, 1995
	AUTHORITY: <i>William W. Sondervan</i> PROGRAM DIRECTOR
	APPROVED: <i>Richard G. Sanford</i> COMMISSIONER

DCD CHANGE NOTICE 14-95 EFFECTIVE DATE February 1, 1995


CHANGE # 1 TO THIS DCD

1. A change was made to Section 1 of Appendix 1, Institutional Clothing List. Please replace the attached Appendix 1 with the one currently part of the DCD.
2. Please ensure that new Appendix 1 is appended to all copies of this DCD.

Distribution:

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STATE OF MARYLAND
DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES
DIVISION OF CORRECTION

 DIVISION OF CORRECTION DIRECTIVE	PROGRAM: INMATE PROPERTY AND CLOTHING
	DCD #: 220-002
	TITLE: Clothing
	ISSUED: February 1, 1995
	AUTHORITY <i>F.L. Aguirre Jr</i> PROGRAM DIRECTOR
	APPROVED: <i>William B. Anderson</i> COMMISSIONER

DCD CHANGE NOTICE 27-00 EFFECTIVE DATE August 30, 2000


CHANGE # 2 TO THIS DCD

1. A change has been made to Section 2 of Appendix 1, Institutional Clothing List. Please replace the attached Appendix 1 with the one currently attached to the DCD.
2. Please incorporate this change into all copies of this DCD.

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DIVISION OF CORRECTION

 DIVISION OF CORRECTION DIRECTIVE	PROGRAM: INMATE PROPERTY AND CLOTHING
	DCD #: 220-002
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	ISSUED: February 1, 1995
	AUTHORITY: <i>William W. Scovel</i> PROGRAM DIRECTOR
	APPROVED: <i>Donald C. Sanford</i> COMMISSIONER

I. References:

- A. DCD 220-004
- B. MCCS Standard D-12
- C. COMAR 12.02.17

II. Applicable to: All Institutions except MCAC and the Home Detention Unit

III. Purpose: To provide guidance regarding the issue and maintenance of institutional clothing.

IV. Definitions: None

V. Policy: It is the policy of the Division of Correction to ensure that all inmates are provided with the necessary State clothing to ensure warmth and decency.

VI. Procedure:

- A. When a male inmate is received at MRDCC, he may be issued the clothing items specified in Appendix 1, Section 1. Female inmates received at MCIW may be issued the clothing items specified in Appendix 1, Section 2.
- B. An institution receiving an inmate from MRDCC or MCIW may issue clothing as shown in Appendix 1, Section 2 or 3, if applicable.
- C. Allowable items in Appendix 1 may be a combination of personal and State-issued property. Any combination of property in an inmate's possession shall not exceed limits established in DCD 220-004, Appendix 1.

- D. Each institution shall maintain a stock of State clothing that will include the items listed in Appendix 1 to this DCD.
- E. The inmate shall be responsible for the clothing issued to him/her outlined in Appendix 1. Institutional clothing will be replaced on a direct exchange basis (one old for one new) and procedures shall be established for determining final responsibility for lost, destroyed, or stolen items.
- F. Each institution shall ensure that appropriate special or protective clothing for job assignment and vocational training is maintained and issued (i.e., dietary, welding school, maintenance, etc.).
- G. Each warden shall issue an institutional directive to implement and comply with this DCD which shall include procedures for the issuance and control of State property as well as other operational concerns.

VII. Attachments:

- A. Appendix 1, Institutional Clothing List
- B. Appendix 2, Management Audit Form

VIII. Rescission: DCD 220-4, dated January 1, 1986

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MARYLAND DIVISION OF CORRECTION

INSTITUTIONAL CLOTHING LIST

SECTION 1

The below listed items may be issued by MRDCC:

<u>Item</u>	<u>Male</u>
Trousers/dungarees	*2
Shirts	*2 (T-shirts May -Sept.) (1 T & 1 sweat Oct.-Apr)
Underwear	2 (as needed)
Socks, pair	2 (as needed)
Shoes (sneakers), pair	1 (as needed)
* 1 pair trousers and 1 shirt to be returned upon transfer	

SECTION 2

The clothing items that may be issued an inmate and which will be his/her responsibility to maintain are shown in the following table:

<u>ITEM</u>	<u>MALE</u>	<u>FEMALE</u>
Long underwear	1 pr. Top & bottom	
Underwear, briefs	4	
Shirts	3	
Trousers, pair	3	
Shoes, pair	2	
Socks, pair	5	
Jacket or Coat	*1	
Winter Coat		*1
Underpants		7
Bras		2
Socks, pair		5
Shoes, Loafer or Tennis		2
Slacks, pair		3
Housecoat		1
T-Shirts		3
Jumpsuits		**2

* Issued seasonally
 ** Issued only to new admissions

MARYLAND DIVISION OF CORRECTION
INSTITUTIONAL CLOTHING LIST

SECTION 3

HERMAN L. TOULSON CORRECTIONAL BOOT CAMP

<u>ITEM</u>	<u>MALE</u>	<u>FEMALE</u>
Laundry bag	1	1
Belt	1	1
Watch cap	1	1
Baseball cap (color-coded)	1	1
Trousers	2	2
Shirts (long-sleeve)	3	3
Sweat shirt (hooded)	1	1
Sweatshirt (non-hooded)	1	1
Sweat pants	2	2
Undershirts	7	7
Underpants (brief type only)	7	7
Bras	3	3
Socks, pair	7	7
Shoes (running), pair	1	1
Boots (military)	1	1
Shower Shoes, pair	1	1
Jacket or Coat	*1	*1
Tie, black	1	1

***Issued seasonally**

MANAGEMENT AUDIT FORM

Appendix 2 to DCD 220-002



DCD # & TITLE 220-002, Clothing

INST. _____

DATE _____ AUDITOR _____

COMPLIANCE

NON-COMPLIANCE

NOT APPLICABLE

REMARKS ATTACHED

RE-AUDIT COMPLIANCE

RE-AUT
NON-COMP.

ITEM NO.	DCD REF.	AUDIT ITEM						
1.	VI.G	An institutional directive has been issued to implement and comply with this DCD, as specified in this section.						
2.	VI.C	Any combination of personal and State-issued property issued to an inmate does not exceed limits established in Appendix 1 to DCD 220-004.						
3.	VI.D	The institution maintains a stock of State clothing as specified in Appendix 1 to this DCD.						
4.	VI.E	Institutional clothing is replaced on a direct exchange basis (one old for one new) with procedures in place for determining final responsibility for lost, destroyed, or stolen items.						
5.	VI.F	Inmates are issued special or protective clothing for job assignment and vocational training, as appropriate.						