



DPSCS Incarcerated Individual Tablet Policy Acknowledgment Form

The Maryland Department of Public Safety and Correctional Services (Department) is providing you with a ViaPath touchscreen tablet computer (tablet) for use during your incarceration. The tablet is the property of the Department and shall remain at the correctional facility where it was issued upon your transfer to another facility or release to the community. Use of the assigned tablet is a **privilege, not a right**.

The Department reserves the right to suspend use of the tablet at any time. Removal of an individual's access to a tablet is subject to the Administrative Remedy Process, unless removal is part of a sentence imposed by a hearing officer in accordance with COMAR 12.03.03. The Department reserves the right to allow, limit, or disable certain features of the tablet and can do so at any time. The Department reserves the right to confiscate and suspend the use of the tablet, if there is a rebellious act and or demonstration set forth by an incarcerated individual due to the failure or malfunction of the tablet. Correctional administrators will determine how much time you may spend on the tablet, as well as which applications, programs, and special features you are permitted to use.

The Department shall monitor and approve all communication applications available on the tablet, to include Secure Messaging and the Phone Dialer. Messages and photographs determined by the Department to violate policy will not be sent and/or received. The Department and other law enforcement entities may monitor all tablet communications in the same way that the telephones are monitored.

Prior to receiving your assigned tablet, you must sign this acknowledgement form and agree to the terms and conditions of the tablet program. Upon transfer to another Department facility, the tablet in your possession will not be included as your transferable property, another tablet will be assigned to you at the new facility. Any funds remaining in your tablet account will be available to you on your new assigned tablet.

You will be given instructions, a logon, and a Personal Identification Number (PIN). You must maintain the security of your tablet, PIN, and logon information. Do not share your tablet, PIN, or logon information with anyone. You are responsible for logging off the tablet if you are not using it. You are responsible for any fees or costs associated with applications, communication services, entertainment services (movies, games, music, etc.), or any other special programming that may be added to the tablet using your PIN number.

You will be issued one pair of earbuds to use with your tablet. You may be issued a tablet charger to use within your cell. You may not have more than one set of earbuds and tablet charger in your possession at any time. For a lost or damaged charger, you will pay \$12 for a replacement. If you are not able to charge your tablet within your cell, you will utilize a tablet charging station located within your housing unit.

This tablet is your responsibility. Any intentional damage or destruction to the tablet may result in the revocation of your tablet and restitution of \$250, for the cost of replacing the tablet. Any purchased Access Plans will be forfeited in the event your tablet privilege is suspended or revoked.



DPSCS Incarcerated Individual Tablet Policy Acknowledgment Form

An incarcerated individual who accepts responsibility for and is assigned a tablet shall:

- Sign the DPSCS Incarcerated Individual Tablet Acknowledgment Form;
- Agree to abide by Department policies and procedures;
- Agree to use the tablet only for lawful purposes and
- Agree to repay the Department for the replacement cost of the tablet and accessories, if the incarcerated individual's intentional or grossly negligent behavior results in the damage or destruction of the tablet or accessories.

An incarcerated individual who has been assigned a tablet knows and understands that access to a tablet is a privilege that may be temporarily or indefinitely suspended or permanently revoked based on the incarcerated individual's:

- Failure to abide by Department and/or facility policy;
- Misuse of the tablet; or
- Intentional or grossly negligent behavior resulting in the damage/destruction of a tablet.

An incarcerated individual's access to a tablet may be revoked or suspended if:

- The tablet is used outside the incarcerated individual's cell or day room;
- The tablet is used to contact/communicate with individuals not on the incarcerated individual's approved call/visitor list;
- Sending, receiving or accessing contraband materials;
- Accessing software applications or content without proper payment;
- Accessing, using, or possessing another incarcerated individual's assigned tablet;
- Intimidating or injuring another incarcerated individual to obtain access to their tablet or PIN;
- Intentionally or through gross negligence damaging or destroying an assigned tablet or that of another incarcerated individual; or
- Violation of any written rules established by the managing official under Correctional Services Article, § 10-801, Annotated Code of Maryland.

The managing official or designee may limit, suspend, or revoke an incarcerated individual's access to applications and content on the tablet if:

- The incarcerated individual is using the tablet to intimidate, harass, bully or manipulate individuals with whom the incarcerated individual is in contact;
- The incarcerated individual is using the tablet to engage in unlawful activity or violating any Department rules/policies; or
- There are exigent circumstances relating to the security, safety or good order of the facility that require a limitation to or pause of access to an application or content.



Department of Public Safety and Correctional Services

Incarcerated Individual Tablet Program Acknowledgement Form

Name: _____ SID#: _____ DOB: _____

Facility: _____ Housing Unit: _____

Serial #: _____ MAC Address #: _____

- ☐ Agree to abide by the policies and procedures regarding tablet use set forth by the Department of Public Safety and Correctional Services and ViaPath.
- ☐ Agree to use the tablet only for lawful purposes and understand that I am responsible for payment of any fees or costs for communication, entertainment, and programmatic services.
- ☐ Understand that law enforcement officials may be monitoring my electronic messages and digital images.
- ☐ Know and understand that my tablet privileges may be temporarily suspended or indefinitely revoked due to my:
 - Failure to abide by the policies and procedures;
 - Misuse of the tablet; or
 - Intentional damage or destruction of the tablet.
- ☐ Know and understand that I may be subject to payment of restitution for the repair or replacement of my tablet or another incarcerated individual's tablet if I am found guilty of damaging or destroying the tablet.

Signature: _____ **Date:** _____

_____ I acknowledge that I have received a ViaPath touch screen tablet and earbuds.
Initials

_____ I acknowledge that I have received either:
Initial

- ☐ A tablet charging cord; or
- ☐ Instructions on how to use a tablet charging station.

The original signed copy is to remain in the incarcerated individual's property record.