

NH DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE DIRECTIVE	CHAPTER <u>Resident Programming</u> STATEMENT NUMBER <u>7.28</u>
SUBJECT: INMATE ACCESS TO TELEPHONE SYSTEM PROPONENT: <u>Christopher Kench</u> <i>Name/Title</i> <u>Commissioner's Office</u> <u>271-8016</u> <i>Office Phone #</i>	EFFECTIVE DATE <u>09/15/09</u> REVIEW DATE <u>09/15/10</u> SUPERSEDES PPD# <u>7.28</u> DATED <u>04/15/04</u>
ISSUING OFFICER: <hr/> <i>William Wrenn, Commissioner</i>	DIRECTOR'S INITIALS _____ DATE _____ APPENDIX ATTACHED: YES _____ NO _____
REFERENCE NO: See reference section on last page of PPD.	

- I. **PURPOSE:**
To provide a policy for inmates access to public telephones.
- II. **APPLICABILITY:**
To all inmates and staff
- III. **POLICY:**
It is the policy of the NH Department of Corrections to provide for inmate access to public telephones.
- IV. **PROCEDURE:**
 - A. All inmates, except those in disciplinary segregation, serving a disciplinary sanction of loss of telephone privileges or have temporarily had their telephone privileges suspended by the Warden, may make outgoing collect and/or prepaid telephone calls. Phone calls may be made to anyone on the inmate's 20-person telephone list that is willing to accept toll charges. Inmates may make calls that do not conflict with the department's programming schedule.
 - B. Inmates in Segregation are governed by PPD 7.49.
 - C. Inmates are not permitted to access or use departmental telephones. The only exception would be to place a family crisis phone call (as defined in PPD 7.05) under direct supervision of staff. Once a staff member receives information regarding a family emergency, they may allow the inmate to make a short phone call upon the approval of the Unit Manager/designee.
 - D. Inmates are allowed to make **ONLY** collect and/or prepaid calls from the Inmate Telephone System. Three-way calls are prohibited. Inmates making 3-way calls are in direct violation of the system's design and usage purposes.
 - E. All inmate telephone calls are recorded and may be reviewed by appropriate staff.

REFERENCES:

Standards for the Administration of Correctional Agencies
Second Edition Standards
2-CO-5D-01

Standards for Adult Correctional Institutions
Fourth Edition Standards
4-4497 thru 4497-1

Standards for Adult Community Residential Services
Fourth Edition Standards
4-ACRS-5A-19

Standards for Adult Probation and Parole Field Services
Third Edition Standards

Other

KENCH/pf

Attachment

**STATE OF NEW HAMPSHIRE
PERSONAL ALLOWED NUMBER REQUEST FORM**

This is my request to have the below listed numbers entered into the Inmate Phone System on my account. I understand that these numbers will be the only numbers I am allowed to call and that if any of the numbers I have requested are not valid, then I will not be able to place calls to that number. I also understand that all calls are subject to recording and monitoring at any time, with the exception of calls to attorneys. All numbers will be verified.

LAST NAME _____ **FIRST NAME** _____ **M.I.** _____

DOC # _____ **FACILITY NAME** _____ **UNIT** _____

Add (A) Delete (D)	Name Of Called Party	Relationship	Area Code	Telephone Number
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

White – Investigations

Yellow – Inmate Copy