

 <p style="text-align: center;">ALLEGHENY COUNTY BUREAU OF CORRECTIONS</p>	APPLICABILITY: All Authorized Personnel	
	POLICY NUMBER: #224	EFFECTIVE: 5/1/08 REVISED: 3/5/20
	TITLE: Transfer of Articles Between Inmates, Employees, and Others	
	AUTHORIZED BY: ORLANDO L. HARPER	
	SIGNATURE:	

POLICY

It is the policy of the Allegheny County Bureau of Corrections to prohibit any transfer of articles between male and female inmates. This includes but is not limited to commissary items, handmade crocheted Afghans, caps, or letters.

PROCEDURAL GUIDELINES:

The following procedural guidelines are to be followed:

1. No Staff member, Officer, volunteer worker, or visitor is permitted to transfer any article by any means to circumvent this order.
2. This includes but is not limited to telephone numbers, notes or letters, including written or verbal messages will not be conveyed to any inmate.
3. Correspondence between inmates incarcerated in the Allegheny County Jail is prohibited. This includes all alternative housing sites including male/female rehabilitative programs or any county, state or federal facility contractually engaged to house ACJ inmates.
4. Correspondence between an inmate incarcerated in the Allegheny County Jail and an inmate or inmates at other correctional facilities must be approved by the Warden or Deputy Warden.
5. Any violation of this policy may result in disciplinary action.