



NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION

**LIBRARY SERVICES
ADMINISTRATIVE REGULATION – 840**

SUPERSEDES: AR 840 (04/08/11); AR 840 (Temporary 05/06/14); AR 840 (09/16/2014)

EFFECTIVE DATE: September 30, 2022, TEMPORARY EDITION

AUTHORITY: NRS 209.131

RESPONSIBILITY

The Director of the Nevada Department of Corrections (NDOC and Department), is responsible for the implementation of this Administrative Regulation (AR).

The Associate Warden ~~will be~~ is responsible for establishing and managing the Law Library programs at each institution/facility.

840.01 LIBRARY SERVICE PROCEDURES

1. Each facility should maintain and/or provide access to comprehensive library services, which include, but are not limited to, a reference collection which contains general and specialized materials ~~as well as recreational reading.~~
 - A. Planned and continuous acquisition of materials to meet the needs of the institutional ~~offender inmates~~ should be made, contingent upon available funding, or approved donations.
 - B. Logical organization of materials for convenient use should be maintained.
 - C. Promotion of the use of library materials through publicity, book lists, and special programs may be conducted.
2. Each facility should have a staff member who coordinates and supervises library services.
 - A. Inmate-Offender library workers may be used in accordance with institutional needs.

-
3. Library materials should be selected to meet the educational, informational, and recreational needs of the ~~offenderinmates~~ and should comply with AR 750, ~~OffenderInmate~~ General Correspondence and Mail, as regards to content. They should be easily accessible and regulated by a system that prevents abuse.
 4. Library services should be available daily, depending upon operational needs, resources, and institutional availability.

APPLICABILITY

1. This Administrative Regulation requires an Operational Procedure ~~for each institution and facility within the Offender Management Division, as well as an Operational Procedure within institutions/facilities.~~
2. This Administrative Regulation ~~does not require~~~~requires~~ an audit.

REFERENCES: ACA Standards ~~5th Edition, 4-4505 to 4-45115-ACI-7E-01 to 5-ACI-7E-07, 5-ACI-5A-01, 5-ACI-5A-04, 5-ACI-5B-03, 5-ACI-6A-37~~

W. A. "Bill" Gittere, Acting Director

Date