NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
143

INMATE ACCESS TO INFORMATION TECHNOLOGY (TEMPORARY)

Supersedes: AR 143 (11.14.08)
Effective date: 06.13.16

AUTHORITY: NRS 209.417

RESPONSIBILITY

All staff should be familiar with the requirements of this regulation and enforce its requirements. Failure of a staff member to properly manage inmate access to information technology may result in disciplinary action against the staff member.

143.01 RESTRICTIONS ON INMATE USE OF DEPARTMENT COMPUTER EQUIPMENT

1. No inmate should be allowed to work on or with any computer, computer system, or information system that is connected in any way to any network or that is equipped with a modem, network card, or similar device which would permit data communications or communications of any type with a person or device outside a Department institution or facility.

2. Internal networks shall not be connected in any way to any communications device or technology that will allow communications outside of the building or the work location defined for such a network.

3. The MIS manager must pre-approve all internal, inmate networks before installation and operation. The responsible staff member must fully document the need to the MIS manager.

    A. Such networks must be staff-designed and must remain under management and control of staff.
    B. No networks may be designed and/or controlled by inmates.

4. No inmate may write or modify any computer software that is owned, leased, or used by the state, or utilize such software to collect or organize personal or state proprietary data.

5. An inmate shall not be called upon under any circumstances to provide technical assistance or otherwise assist staff with the resolution or attempted resolution of any computer problems, computer system, or information system problems.

6. Inmates may not have any type of secret file or password-protected file on any computer.

   A. The inmate shall immediately be terminated from their assignment if secret files are discovered.
   B. The inmate shall no longer have any access to any information systems during the remainder of their incarceration.

7. This regulation also applies to all inmates working in a community setting.

143.2 PERMISSIBLE INMATE ACTIVITIES

1. An inmate may work with a computer that utilizes a formal program of education or vocational training, or legal research on a closed network.

2. An inmate may utilize a standalone, state computer for structured assignments under the supervision of a staff member.

3. Inmates that are classified as Community Trustee or assigned to Casa Grande Transitional Housing or Northern Nevada Transitional Housing may, with prior approval, access a computer with internet capabilities for the purposes of:

   A. Searching or applying for employment.
   B. Participating in approved vocational or educational training.
   C. Completing approved vocational or educational tasks.
   D. Completing assigned community employer job duties and assignments.

4. Inmates that are classified as Community Trustee or assigned to Casa Grande Transitional Housing or Northern Nevada Transitional Housing may, with prior approval, use a telecommunication device if it is required by a community employer to complete essential job functions.

5. An inmate will not have access to or possess a telecommunication device while on Department of Corrections' property or in any State vehicle.

6. The Inmate shall submit an Intent To Hire Form to the facility regarding the cellular telephone and/or computer, to include:

   A. Computer:

      1) Location
      2) Location when not in use
      3) Make Model Serial #
      4) Passcode
      5) I.P Address

   B. Cellular Phone/Telecommunication device:

1) Account holder
2) Make_____ Model _____ Color _____
3) Phone number
4) Passcode
5) Location when not in use

C. The Inmate is responsible for updating the Intent To Hire Form with any changes.

143.3 **APPLICABILITY**

1. This regulation requires an operational procedure for all institutions and facilities.

2. This regulation requires an audit by the MIS Division of all computers and computer networks to which inmates have access at least once per year.

REFERENCES: None

James Erlgund
Director

6/13/16
Date