



Nevada Department Of Corrections

Administrative Regulation Control Sheet

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| AR Number: | AR 704 |
| AR Title: | Laundry and Clothing Procedures |

AR Revision History

| Revision Details | Effective Date |
|---|----------------|
| This AR was reviewed by the Subject Matter Expert and it was determined that no changes are required as of this date. | 10/20/14 |
| No Additional revisions beyond this line. | --- |
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Director



Date

**NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATIONS
704**

LAUNDRY AND CLOTHING PROCEDURE

Supersedes: AR 704 (Temporary, 09/21/11)
Effective date: 06/17/12

AUTHORITY:

NRS 209.131

RESPONSIBILITY

The Department is responsible to provide inmates with clothing, bedding and linen to meet and maintain minimum hygiene standards.

704.01 CLOTHING AND BEDDING SUPPLY PROCEDURES

1. All facilities/institutions shall establish procedures to ensure all clothing and bedding supplies issued or received by inmates are recorded.
2. Inmates shall be responsible for the proper use of clothing and bedding supplies.
 - A. Any inmate, who alters, loses, gives away, or renders state-issued clothing and bedding unusable through neglect or destruction is subject to disciplinary action. Restitution shall be assessed if found guilty of such an action.
 - B. Personal clothing, which is altered or used in an unauthorized manner, is subject to disciplinary action. The item(s) will be confiscated if an inmate is found guilty of such an action.
3. Within three (3) working days upon arrival in the Department, each inmate shall be provided with a suitable issue of clothing and bedding supplies.
 - A. The specific items and amount to be issued will be durable, presentable and climatically suitable.
4. The Department will provide inmates the opportunity to have clean clothing, on a regular appropriate basis,
 - A. Clothing will be available for purchase, at the inmate canteen, or visit the Inmate Package Program.

5. Institutions/facilities shall establish procedures to ensure linen can be exchanged, including towels, at least weekly.

A. Each inmate shall be issued two sheets, one mattress and one blanket unless medical or security needs dictate otherwise.

6. Special clothing, including safety and protective clothing, may be provided for inmates assigned to work locations where it is required.

7. Clothing and bedding issue for inmates housed in specialized housing may vary for safety and security reasons.

8. Inmates who possess personal clothing or bedding supplies in excess of the minimum authorized state-issued amount are not eligible for a state clothing issue.

9. When an inmate is released from custody, it will be determined on a case-by-case basis if an inmate being released needs to keep his state issued clothing.

10. All outer clothing may be reissued after thorough cleaning and if they are suitable, presentable and in good repair.

11. Prior to issue, all state clothing will be identified as state property.

704.02 CLOTHING/LAUNDRY OPERATIONS

1. Laundry services or facilities will be provided by all institutions/facilities to ensure clean clothing and linens, and the collection, storage and exchange of both clothing and linens should be accomplished in a hygienic manner.

2. Clothing/Laundry Room

A. Hours of operation shall be posted outside the clothing room. Hours reserved for special purposes shall be clearly shown. Clothing rooms will normally remain open Monday through Friday, and remain closed on Saturdays, Sundays, and holidays.

B. Methods of exchange will vary according to each inmate's custody, classification, housing and institution/facility and should be clearly outlined in operational procedures.

C. The amount of clothing, linen, and bedding stored should exceed that required for the facility's population.

D. No reimbursement will be provided to inmates for clothing lost or damaged via the laundry. Inmates will send personal clothing to institutional laundry at their own risk.

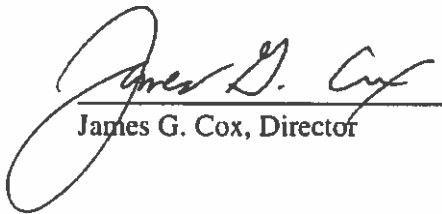
3. Inmates in segregation will receive laundry services, clothing, bedding, and linen exchange on the same intervals and time as inmates in the general population.

APPLICABILITY

1. This regulation requires institutions/facilities to establish operating procedures.
2. This regulation requires an audit.

REFERENCES

ACA Standards 4th Edition, 4-4334



James G. Cox, Director

5/30/12
Date