

PROHIBITED MAIL

1. Staff shall not permit inmates to receive any mail which:
 - a.) Contains instructions for the manufacturing of explosives, weapons, drugs, or other unlawful substances.
 - b.) Advocates, encourages, depicts, or otherwise condones violence, the use of weapons, gang related activities, or other conduct which jeopardizes jail security.
 - c.) Advocates racial, religious, or national hatred or which otherwise contains matter of a character tending to incite murder, arson, riot, or any other form of violence.
 - d.) Contains sexually explicit images that depict frontal nudity in personal photographs, drawing, magazines or other pictorial format.

Explicit Material Exceptions:

 - Departmentally purchased or acquired educational, medical/scientific or artistic material for the purpose of inclusion in facility libraries or educational areas.
 - Inmate purchased educational, medical/scientific or artistic materials, including anatomical medical references books, general practitioner reference books and or guides. National Geographic Magazine, or artistic reference material depicting historical, modern and/or post modern era art.
 - All inmate publications are subject to a case-by-case review and approval by the Custody Services Bureau Commander or his/her designee.
 - e.) Is oversized and not likely to reasonably fit in an inmate's personal storage drawer/bin.
 - f.) Contain Polaroid photographs.
 - g.) Have envelopes with any writing on it other than the name and address information of the sender and receiving party.
 - h.) Contain any writing/drawing in crayon, marker or colored pencils.
 - i.) Contain any stains or unidentifiable marks.

2.) Unsolicited Commercial Mail

a.) Mail deemed to be unsolicited commercial mail, as defined in this policy, will not be accepted for distribution in any Contra Costa County Detention Facility.

b.) Unsolicited commercial mail will be returned to the sender if it can be done without cost to the Office of the Sheriff.

- Any unsolicited commercial mail that cannot be returned without cost will be recycled or destroyed.

3.) Questionable materials will be referred to the shift supervisor for review and approval on a case-by case basis.

4.) Sexually explicit drawings on the outside of mailing envelopes will not be accepted by U.S. Postal authorities and will be returned to the sender.