

**IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLORADO**

Civil Action No. 14-cv-00245-MSK-MJW

REVEREND MATT HALE,

Plaintiff,

v.

FEDERAL BUREAU OF PRISONS,

Defendant.

**RESPONSE IN OPPOSITION TO MOTION FOR RELIEF FROM JUDGMENT
(DOC. 229)**

There is no basis for the Court to grant Mr. Hale’s motion for relief from judgment. He is not barred from having books in his cell, including the “scriptures” of Creativity. *See* Doc. 229 at 2.

Mr. Hale misrepresents the situation. On May 8, 2018, Special Investigative Services (“SIS”) personnel at the ADX temporarily removed property from Mr. Hale’s cell, as they are authorized to do in order to assess potential risks and enforce prison rules. *See* Declaration of Lieutenant Amy Kelly, Ex. 1 ¶ 7. In Mr. Hale’s case, the property was temporarily removed for two reasons. First, SIS personnel were aware that Mr. Hale had many more books in his cell than the eight books that are permitted to each ADX inmate at any given time. *Id.* ¶ 8 (stating that Mr. Hale had over 40 books in his cell on May 8, 2018). The number of books an ADX inmate can possess is limited for reasons that include safety, security, and fire hazards. *Id.*; *see*

also id. ¶ 13 & Attachment 1, Institution Supplement FLM 5580.08A, *Inmate Personal Property*, at 12. Like all ADX inmates, Mr. Hale is required to comply with this rule. *Id.* ¶ 13.

Second, and more importantly, Mr. Hale’s property was temporarily seized to address a potential security threat. Before May 8, 2018, SIS personnel became aware of recent writings by Mr. Hale that, in their correctional judgment, might pose a threat to the safety and security of other people. Mr. Hale had made it known to his followers and to ADX SIS personnel that he had been writing a manuscript for a new book. *Id.* ¶ 9. SIS personnel reviewed that manuscript. One chapter raised particular concerns. In that chapter, Mr. Hale “attacked Christianity in general as the downfall of white civilization,” with specific passages “advocating or encouraging criminal actions by those who would be inclined to listen to [his] mandates.” *Id.* Mr. Hale wrote about his desire for violence against Christians and those he labeled “non-white ‘refugees.’” *Id.* From the perspective of ADX SIS personnel, “[t]he writings gave great concern that Creativity followers could infer that Hale was, once again, tacitly sanctioning criminal actions against non-whites.” *Id.* ¶ 11.¹

Following their review of Mr. Hale’s writings, SIS staff “felt it was necessary to search [Mr. Hale’s] possessions to ensure that he was not planning, advocating, or encouraging criminal or disruptive actions.” *Id.* ¶ 12. That search is what Mr. Hale complains of in the motion here. SIS staff went through Mr. Hale’s property, including his Creativity books, to ensure that Mr.

¹ Because of these risks and the decision to prevent this chapter from leaving the prison, the BOP has redacted the specific language used by Mr. Hale from Lieutenant Kelley’s declaration. The BOP will file a motion to restrict access to the unredacted version of the declaration submitted with this response.

Hale had no writings or other information that “could harm security and safety of the institution, staff, inmates, or the public.” *Id.*

After SIS staff completed that review, Mr. Hale’s books were returned to him. *Id.* ¶ 13. On May 15, 2018, two SIS staff members conferred with Mr. Hale to allow him to select the eight books he wished to keep in his cell. *Id.* ¶ 14. Mr. Hale was specifically told that the eight he selected could all be Creativity books, but he chose only one Creativity book to keep: *Nature’s Eternal Religion*. *See id.* & Attachment 2, May 15, 2018, Book Receipt for Hale.

In sum, there has been no “fraud, misrepresentation, and misconduct” here, as Mr. Hale claims. *See* Doc. 229. ADX staff have simply enforced prison rules and attempted to ensure that Mr. Hale’s writings do not cause harm to others, including innocent persons outside the prison. As has been previously declared under oath in this case, Mr. Hale “will continue to be able to retain Creativity books in his ADX general population cell, including *Nature’s Eternal Religion*, so long as he does not disseminate or share those materials with other inmates.” *Id.* ¶ 15; *see also* Doc. 186-44 ¶¶ 39-41.

The Court should deny Mr. Hale’s motion for relief from judgment.

Respectfully submitted on June 4, 2018.

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s/ Susan Prose
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Counsel for the Federal Bureau of Prisons

**UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLORADO
CERTIFICATE OF SERVICE (CM/ECF)**

I hereby certify that on June 4, 2018, I served the foregoing document and attached exhibit on the following non-CM/ECF participant by U.S. mail:

Matthew Hale
Reg. No. 15177-424
ADX – Florence
P.O. Box 8500
Florence, CO 81226

s/ Susan Prose
Susan Prose
United States Attorney's Office

Exhibit 1

Declaration of Lieutenant Amy Kelley

Hale v. Fed. Bureau of Prisons,
No. 14-cv-00245-MSK-MJW

**IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLORADO**

Civil Action No. 14-cv-00245-MSK-MJW

REVEREND MATT HALE,

Plaintiff,

v.

FEDERAL BUREAU OF PRISONS,

Defendant.

DECLARATION OF LIEUTENANT AMY KELLEY

I, Amy Kelley, pursuant to 28 U.S.C. § 1746, and based upon my personal knowledge and information made known to me from official records reasonably relied upon by me in the course of my employment, hereby make the following declaration relating to the above-entitled matter:

1. I am employed by the United States Department of Justice, Federal Bureau of Prisons (“Bureau”). I am a Lieutenant detailed to the Special Investigative Services Department (“SIS”) of the Federal Correctional Complex (“FCC”) in Florence, Colorado. I have been a Lieutenant at ADX Florence since October 2016 and I have worked in the Bureau in positions of increasing responsibility since September 2012. Before becoming a Lieutenant, I was employed as a Technician in the SIS Department.

2. FCC Florence consists of a minimum-security Federal Prison Camp (“FPC”), a medium-security Federal Correctional Institution (“FCI”), the United States Penitentiary (“USP”), and the United States Penitentiary-Administrative Maximum (“ADX”).

3. As Lieutenant, I assist with operations of the SIS Department at ADX Florence. This includes investigations conducted into inmate conduct, as well as monitoring and investigating Security Threat Groups (“STGs”). As part of my official duties as Lieutenant, I have access to documents maintained by the SIS Department during the ordinary course of business. These documents include, but are not limited to, documents regarding the restriction of inmate communication privileges and the grounds therefor; information maintained in the SENTRY¹ database, inmate central files, and TruAccess system; and rejections of incoming or outgoing mail or publications sent to ADX inmates.

4. I am familiar with Plaintiff, federal inmate Matthew Hale, Register Number 15177-424. He is currently housed at ADX Florence.

5. I am aware that Plaintiff has alleged that ADX Florence SIS personnel have “seized all of Hale’s Creativity books and literature from his prison cell.” Doc. 229 at 1, 2. Inmate Hale claims that “the BOP committed fraud, misrepresentation, and misconduct by telling this Court that Hale could in fact possess the scriptures of Creativity in his cell in order to obtain the judgment in its favor when, in fact, it had no intention of honoring that representation.” *Id.* at 2.

6. I submit this declaration to clarify the steps SIS took; to reiterate the representations previously made by me under oath in this action, namely that Plaintiff will continue to be permitted to possess his Creativity books in his ADX cell, in accordance with ADX policies and so long as he does not disseminate those materials to others; and finally, to

¹ SENTRY is the Bureau’s national database that tracks various data regarding an inmate’s confinement, including but not limited to the inmate’s institutional history, sentencing information, program participation and completion, administrative remedies, and discipline history.

update the Court on the books SIS returned to Plaintiff. All attachments provided herein are true and accurate copies of Bureau records maintained in the ordinary course of business.

7. On May 8, 2018, SIS personnel did temporarily remove all property from Plaintiff's cell, including his books and voluminous personal papers. When SIS personnel arrived at Hale's cell on that date, Hale was not in his cell but rather was in the electronic law library in his housing unit.

8. SIS staff took this action for a few reasons. First, it had been known for a long time that Plaintiff had a great deal of books in his cell: the tally was over forty books on that date. ADX inmates are only permitted to have eight books in their cell at any given time, for reasons of safety, security, and fire hazards, among others. Inmate Hale is expected to comply with ADX policy concerning what and how much personal property an inmate can possess in his living quarters, and that was an independent reason for SIS's actions on May 8.

9. Separately, however, SIS had cause for concern due to Hale's recent writings. Plaintiff made it known to his followers and to SIS that he had been writing a manuscript for a new book. Much of the chapter in question attacked Christianity in general as the downfall of white civilization. *See id. passim*. Specific passages, however, crossed the line into advocating or encouraging criminal actions by those who would be inclined to listen to Plaintiff's mandates. *Id.* at 26.

10. Plaintiff writes, [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

11. These writings gave great concern that Creativity followers could infer that Hale was, once again, tacitly sanctioning criminal actions against non-whites. For that reason, the manuscript chapter was rejected back to inmate Hale.

12. Given the above language in his manuscript, SIS felt it necessary to search Plaintiff’s possessions to ensure he was not planning, advocating, or encouraging criminal or disruptive actions. For that reason, SIS staff went through his personal property as well as his books—including his Creativity books—to ensure they included nothing that could harm security and safety of the institution, staff, inmates, or the public.

13. SIS has since completed that review of Hale’s property. His books have been returned to him. Like all other ADX inmates in general population units, he is permitted to have up to eight books (not including legal books) in his cell. *See* Attachment 1, Institution Supplement FLM 5580.08A, *Inmate Personal Property*, at 12.

² Because Plaintiff’s statements raise concern that his followers could act on them in violent ways, the Bureau will ask the Court to restrict public access to Plaintiff’s specific language in this paragraph.

14. On May 15, 2018, two SIS staff conferred with Plaintiff to see which eight books he wanted to retain in his cell. Plaintiff was told that the eight he selected could be all Creativity books, if he choose. Plaintiff chose the eight books he wanted, one of which was *Nature's Eternal Religion (2nd Printing)*. See Attachment 2, Hale's Book Receipt, dated May 15, 2018, at 2.

15. Finally, and as I have previously declared under oath in this action, Plaintiff will continue to be able to retain Creativity books in his ADX general population cell, including *Nature's Eternal Religion*, so long as he does not disseminate or share those materials with other inmates. See Doc. 186-44 at ¶¶ 39-41.

Pursuant to 28 U.S.C. § 1746, I declare under penalty of perjury that the foregoing is true and correct to the best of my information, knowledge, and belief.

Executed this 4th day of June, 2018, in Florence, Colorado.

s/ Amy Kelley
Amy Kelley
Lieutenant
FCC Florence
Federal Bureau of Prisons

Attachment 1: Institution Supplement FLM 5580.08A, *Inmate Personal Property*

Attachment 2: Hale's Book Receipt, dated May 15, 2018

Attachment 1

Declaration of Lieutenant Amy Kelley

Hale v. Fed. Bureau of Prisons,
No. 14-cv-00245-MSK-MJW



U. S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Complex
Florence, Colorado 81226

INSTITUTION SUPPLEMENT

OPI: Correctional Services
NUMBER: FLM 5580.08A
DATE: February 6, 2017

INMATE PERSONAL PROPERTY

/s/

Approved: Jack Fox, Complex Warden
United States Penitentiary - Administrative Maximum

1. **PURPOSE AND SCOPE:** It is the policy of the Bureau of Prisons and the United States Penitentiary, Administrative Maximum, Florence, Colorado, that inmates may possess only such property as authorized for retention as defined in the national program statement. This supplement must be read in conjunction with national directives for a clear understanding of policy. This supplement provides guidelines for inmate personal property.
2. **SUMMARY OF CHANGES:** To cancel Complex Supplement and convert into Institution Supplement. To update property lists.
3. **DIRECTIVES AFFECTED:**
 - A. Directives Rescinded: FCC5580.08A, Inmate Personal Property, dated November 15, 2013.
 - B. Directives Referenced:

Program Statement 1315.07, Inmate Legal Activities, dated November 5, 1999.

Program Statement 5270.09, Inmate Discipline Program, dated July 8, 2011.

Program Statement 5270.11, Special Housing Units, dated November 23, 2016.

Program Statement 5350.27, Inmate Manuscripts, dated July 27, 1999.

Program Statement 5580.08, Inmate Personal Property, dated August 22, 2011.

- C. **STANDARDS REFERENCED:** American Correctional Association Standards 4-4163, 4-4164, 4-4166, 4-4268, 4-4269, 4-4192, 4-4293, 4-4294, 4-ALDF-2A-23, 4-ALDF-2C-01.

4. **LIMITATIONS ON INMATE PERSONAL PROPERTY (ADX):**

- A. **Storage Space:** Each individual cell will ordinarily be furnished with a concrete bed, in addition to a concrete stool, desk and TV shelf. No other furnishings or shelves are authorized without approval from the Warden.

The amount of personal property allowed for each inmate will be limited to those items which can be neatly and safely maintained. Under no circumstances will any materials referred to in this policy be accumulated to the point where they become a fire, sanitation, security, or housekeeping hazard.

In order to define what a "reasonable" amount of property is, it shall be interpreted narrowly as meaning all authorized items that can be neatly stored in the inmate's cell, not to exceed the authorized limits (see Attachments). Inmates will be advised during the A&O program of what personal property they are authorized to maintain.

The amount of personal property allowed for inmates admitted to the institution hospital will be limited to current legal cases and approved hygiene articles. Any other items of personal property will have to be approved by the Health Services Administrator, Captain, or their designee.

- B. **Institution Issue Clothing:** Refer to Attachment 1, Section 1 of this supplement or Institution Supplement entitled Laundry Procedures.
- C. **Special Purchase Items:** Special Purchase Items will be authorized only to the point where they can be neatly and safely maintained. All requests for special purchase items, which are ordered from outside sources, must be approved and signed by the approving official. Individual vendor orders shall not exceed more than one per inmate per month.

Requests to purchase watches (no metal backs), shoes (white, black or black and white), and other items must be approved by the appropriate Unit Manager. After the initial purchase, additional purchases will be made on an exchange basis only. An inmate may possess or own only one (1) approved watch at any time. Proof of ownership through the Inmate Personal Property Form, BP-383, and/or commissary receipts will be required. All excess watches must be turned in for disposition (mailed home at the inmate's expense or otherwise disposed of). When an inmate desires to purchase one of the above items, he will submit an Athletic Shoe, Watch and Headphone Order Form to the Correctional Counselor. The Correctional Counselor will determine if the inmate is eligible to purchase the

item, by reviewing the inmate's property forms. If eligible, the form may be approved by the Unit Manager. If the inmate is not eligible to purchase the item, the Correctional Counselor will return the form to the inmate stating why he cannot make the purchase. All special purchase orders over \$100 must be approved in writing by the Warden. A copy of all major items purchased from the institution commissary, received through the mail or received through any other approved source, will be maintained in the inmate's central file and in the commissary.

- D. Legal Material:** Inmates may be allowed to maintain legal material necessary for current legal actions. The amount of storage space provided for legal materials is dependent upon the total storage space available, and legal materials will be limited to the amount that can be neatly stored in the inmate's cell. Ordinarily, the total amount of legal materials will be limited to a level of three (3) cubic feet per inmate. Personal legal books will count toward this limitation. In no case shall the amount of personal legal materials be such as to pose a fire, sanitation, security, or housekeeping hazard.

An inmate who claims a need for additional storage space in connection with current legal activities, may be provided space by his unit team on a temporary basis. The Supervisor Attorney should be consulted if there is a question concerning excess legal material.

- E. Hobby Craft:** Hobby craft projects, authorized by the Recreation Department, Unit Managers and the Captain, will be limited to two (2) projects at a time. The projects must be mailed home at the inmate's expense upon completion. Purchase of approved hobby craft materials will be requested by submitting a Weekly (or Quarterly) Hobby Craft Order Form to the Unit Manager. Prohibited colors (dark blue, black, red, camouflage) for clothing items outlined in the national directive will also be applied to hobby craft yarn.

- F. Commissary Items:** Each inmate will be issued an inmate account card which will be used to identify the inmate when commissary purchases are delivered to or picked up by the inmate. Commissary items found in excess of the amounts established on this commissary slip or not in their original containers will be considered contraband and confiscated. All items sold by the commissary are subject to the approval of the Warden.

The total amount of consumable commissary that an inmate is allowed in his assigned cell will not exceed the current possession limit (including new arrivals with commissary items from their previous institution). Commissary possession limits are annotated on current commissary form.

- G. Correspondence and Reading Materials:** Education materials for current correspondence courses are exempt from property limits. However, once completed, all associated books and materials will be removed from the housing units and returned to the Education Department, or if personal, mailed out at the inmate's expense. Education books and materials are to be limited to those

issued to him, or approved by the Education Department. Books will also be provided by the Education Department on an exchange basis and will be limited to the amount approved by that department.

Institution copies of newspapers may be issued in the housing units, with select magazines and books available for checkout upon request. Copies may also be provided for inmates confined in the institution hospital, upon request.

Personally owned books should be purchased pursuant to the Institution Supplement on Incoming Publications.

Personal compositions, manuscripts, and correspondence filed in authorized folders, must be properly organized and limited to two (2). Contraband materials concealed in such folders will result in confiscation of the entire folder and its contents. Personal papers and correspondence will be limited to one (1) cubic foot. Manuscripts must not create a fire hazard, a housekeeping problem, or a security concern because of excess paper.

- H. Religious Items: In cooperation with the Captain, Religious Services will make the final determination concerning authorized items as they relate to religious practice (i.e. medallions, pamphlets, etc). Hobby craft, or items utilized for other than their intended purpose, will be considered contraband, although religious in nature. See Attachment 1, Section 4, for authorized items. Inmates do not have to prove a religious preference in order to possess most religious items, such as bandannas. Religious medallions must be non-metallic, with the exception that all metallic items already in possession of an ADX inmate are authorized while housed at this facility. New inmate arrivals will be permitted non-metallic medallions only.
- I. Radios and Televisions: Inmates at the ADX are issued one radio/television unit, one headset/earphone, one headphone extension cord (if needed), and one headphone adapter (if needed). Radio/television units will only be utilized with headsets/earphones. Inmates who abuse radio and/or television privileges will be subject to disciplinary action.
- J. Eyeglasses: Inmates may possess only two pairs of corrective eyeglasses, unless a written exception is provided by health services staff. Due to security concerns, eyeglass frames must be made of plastic and not contain metal reinforcement. If an inmate arrives with eyeglasses containing metal, these eyeglasses will be confiscated with a confiscation form generated and an alternative will be provided. Inmate in possession of metal-containing eyeglass frames will be given the opportunity to mail unauthorized eyeglasses home at the inmate's expense.

During intake screening, health services staff will determine if eyeglasses need to be replaced. If eyeglasses must be replaced, an appointment for examination by the optometrist will be scheduled. If an inmate has a prescription for eyeglasses which is not more than six months old, Health Services will make the scheduling determination.

Any staff member who identifies an inmate who has altered his eyeglass frames to maintain eyeglass usability should notify health services staff. Health Services staff will interview the inmate and new frames will be ordered for replacement. The inmate will be informed that any future altering of eyeglasses will result in an incident report. If the altered frames appear to be weapon-like or other security threat, they will be confiscated immediately and an incident report prepared.

Broken frames should be confiscated and returned to the health services department. Discretion is urged when enforcing this policy. If the frames appear to be temporarily mended, medical staff is to be queried to determine if health services staff have allowed him to keep the glasses until the new frames arrive, which should be documented on a Medical Duty Status form.

K. Restrictions:

1. No unauthorized item will be used as a shower curtain, floor covering or hung from cell bars. Cell bars will be kept clear of all items.
2. Items such as metal or thick plastic notebook covers/rings/binding, paper clips, paper fasteners, rubber bands, plastic wrapping, etc., will not be issued or be in the possession of inmates. Such items will be considered contraband, and be disposed of, when discovered.
3. No item of any type will be taped, pasted or otherwise affixed to walls, doors, windows or bars.
4. Accumulation of institutional condiments, paper cups, food, etc., will not be tolerated. All accumulated items will be considered nuisance contraband and confiscated. Disciplinary action may be taken, as deemed appropriate, by staff.
5. All altered institution-issued or personally owned items, such as clothing, toothbrushes, magazines, books, etc., will be confiscated and an incident report written.
6. Maps showing specific or detailed routes within the North American Continent will be reviewed on a case-by-case basis for suitability by Correctional Systems or Correctional Services staff, with special concern for any maps showing detail of areas housing any federal correctional facilities. For example, a map of Colorado may be considered for approval, but a detailed map of Fremont County may likely be unauthorized.
7. No liquid materials considered to be fire hazards will be kept in the cell.
8. Empty containers or containers with something other than what was originally in them, such as milk or juice cartons, ice cream containers, plastic

bottles, plastic bags, etc. are considered as nuisance contraband and will be confiscated.

9. Ball-point ink pens containing a metal filler is not permitted. Only pens approved and sold in the Commissary are authorized for inmate use.
10. Personal clothing to include ball caps, sweat suits, will be plain gray or white in color. Tennis shoes must be predominately white or black. All other colors will be considered contraband with the exception of religious headgear, which is subject to the approval of the Chaplain, in conjunction with the Captain.
11. Local area phone books (Fremont, Pueblo and El Paso counties) with residential listings or area maps will not be permitted. Yellow pages (business listings) with a demonstrated need may be retained upon approval of unit staff.
12. Any individual item with a value of \$100.00 or more must have written authorization by the Warden.
13. The selling, trading, borrowing, loaning, passing, or presenting of any items of personal property to an inmate by a staff member or other inmate is prohibited.
14. Personal locks are not authorized in the institution.
15. Cards, dominoes, checkers, chess, etc., are the property of the Recreation Department and are to be issued by the Unit Officer. They are not to be retained in an inmate's property if his property is packed up.
16. Completion of BP-A0383, Inmate Personal Property Record: When completing the BP-A0383, staff shall be precise in the description of property items, i.e.; instead of "a lot" of letters, 15 personal letters; instead of one watch, one plastic Timex watch. This form should be completed anytime an inmate's housing (except within same unit), admission/release status changes, inmate personal property is placed in storage (DHO sanction), and if the inmate is removed from cell for safety or security reasons (restraints, suicide watch, dry cell, etc.).
17. Inmates will not be permitted to possess steel toe shoes of any kind.

5. CONTRABAND:

- A. Definition: Contraband will be defined in accordance with the national directive on Inmate Personal Property.
- B. Items of Value: Confiscation of articles, such as excess/unauthorized watches, will normally result in an incident report. In such cases, the item(s) will be retained for 120 days to allow for an appeal.

Any item of personal property confiscated from an inmate must be receipted through use of the Form BP-402. The staff member confiscating the contraband shall complete sections 1-5 and have the inmate sign Section 6 indicating they received a copy of the confiscation form. If the inmate is claiming ownership of the confiscated item(s), this will also be indicated in the space provided in section 6. When inmates refuse to sign section 6, staff will note Refused to Sign, and affix the date. Staff shall provide a copy of the form BP-402 to the inmate and forward the contraband and Form BP-402 to the Lieutenant's Office. A copy of the Form BP-402 shall be placed in the appropriate unit team's box for inclusion in the inmate's central file. The original Form BP-402 shall remain on file in the confiscated property binder, located in the confiscated property locker. It is the responsibility of the inmate to provide documentation indicating ownership of the confiscated items to their Unit Counselor.

- C. Evidence: Contraband, such as narcotics and weapons which are to be retained for evidence in prosecutable cases, will be stored in the evidence section of the Captain's Office during non-business hours; however, during normal working hours, evidence will be turned over to the SIS Office for retention by the SIA. All contraband held as evidence will be coordinated through the Special Investigative Agent.

6. LIMITATIONS ON PERSONAL PROPERTY - MEDICAL TRANSFERS:

Inmates transferring to a medical facility shall ordinarily be limited to the amount of personal property which can be placed in a box approximately 14"x14"x19". Inmates shall be allowed to retain those legal materials specifically needed with respect to ongoing litigation. Questions as to the need for such materials may be referred to the local Legal Counsel. If an inmate claims the need to take what is considered an excessive amount of legal materials, staff shall contact the local Legal Counsel to determine if the inmate has any pending court litigation or a hearing set to occur during the inmate's expected absence from the institution that would justify taking these legal materials. All personal property not accompanying the inmate shall be stored in R&D in an area designated by the Correctional Systems Supervisor.

If the inmate is expected to return to this institution within 120 days of transfer, R&D staff shall advise the inmate that property not allowed in the medical facility may be held or sent to a destination of the inmate's choice at the inmate's expense. Where lack of space prevents retention of the inmate's property, the institution shall pay postage costs

connected with mailing the inmate's property to a destination of the inmate's choice. If the inmate refuses to provide a mailing address for forwarding the property, the property is to be disposed of through approved methods, including destruction of the property.

The inmate's property may be sent with the inmate to the medical facility when the inmate is not expected to return to a Florence facility or will be at the medical facility more than 120 days, or for any other justified reason. R&D staff shall prepare and place in the inmate's central file written documentation for forwarding the inmate's personal property.

7. DOCUMENTATION AND STORAGE:

Receiving and Discharge and the C Unit will maintain a copy of all completed BP-383's for a period of two years, after the inmate's transfer or release. These forms shall be filed chronologically, allowing easy identification of those forms over two years old.

The personal property of inmates departing the institution on writ or medical transfer will be inventoried and placed in storage in Receiving and Discharge during the inmate's absence. Inmate personal property will be maintained in the C Unit Property room when the property is maintained in storage as a DHO sanction, or if the inmate is removed from cell for safety or security reasons (restraints, suicide watch, dry cell, etc.). There will be limited staff access to this property management area.

8. DEATH OF AN INMATE:

Upon notification of the death of an inmate, Correctional Services staff will collect all personal property, inventory it, and record all the property on the BP-383. The property will be forwarded to R&D, then packed and mailed to the individual listed as next-of-kin in the inmate's central file. The completed property form will be placed in the inmate's central file. Receiving and Discharge will maintain a copy of the completed BP-383 for a period of two years. The Unit Manager will be responsible for preparing a letter for the Warden's signature which will be sent before the property is mailed. Property belonging to a deceased inmate with no next-of-kin or whose property is returned will be treated as voluntarily abandoned.

9. AUTHORIZED PROPERTY STORAGE AREAS:

The only authorized storage areas for inmate personal property will be the property rooms in the Receiving and Discharge and C Unit areas.

Specifically, when an inmate is sanctioned to Disciplinary Segregation, personal property not authorized for retention will be stored in the C Unit property room at each institution. The issuing staff member will be responsible for ensuring accountability and storage of the property.

10. **RESPONSIBILITY FOR PERSONAL PROPERTY:** Inmates are responsible for the security of their authorized personal property. This property may not be sold or given to another inmate.

11. **PERSONAL PROPERTY RECORDS (BP-A0383):** A file shall be maintained in R&D for each inmate admitted and is prepared upon commitment. Contents should include Personal Property Records (BP-383 or BP-S383), return mail receipts, certified mail receipts, and any other documentation regarding inmate personal property. The Inmate Personal Property Record form will be retained for two years in R & D, and, when applicable C Unit. Optional local procedures may be used for certain documentation deemed necessary for the operation of that institution. A photograph of the inmate must be affixed for limited identification purposes at the time of release in lieu of the Release Authorization (BP-392 or BPS392). The file shall be moved to the inactive section after the date of the inmate's final release or transfer and maintained for two years.
 - A. **PERSONAL PROPERTY RECORDS (BP-A0383) FOR DS STATUS:**

Upon an inmate being sanctioned to DS, the inmate's personal property will be inventoried on a BP-A0383 and forwarded to C Unit as soon as possible. The inmate's personal property will be reviewed with the inmate. This form is to be signed and contain the printed name of the Officer securing the property. Once the inmate has completed the sanctioned DS, the property will be reviewed again by staff and the inmate and annotated on the BP-AO383 with a signature by both the staff member and the inmate. The BP-AO383 will be maintained in the C Unit property room for two years.

 - B. All major items purchased from the institution commissary will be noted on the BP-A0383 (property form). This form will be filled out by commissary personnel and forwarded to the appropriate unit team, to be filed in the inmate's central file. A package authorization form must be completed for items received through the mail, and a copy of this form is maintained in the inmate's central file. Inmates placing special orders for hobby craft items will receive a receipt of the order to show ownership.

12. **HOBBY CRAFTS:** Only approved hobby craft items may be maintained in the housing units. Completed hobby craft items will be packaged under the supervision of recreation staff and mailed at the inmate's expense. Hobby craft items should be scanned, x-rayed and inspected prior to the delivery to the post office.

13. **INMATES TRANSFERRED FROM OTHER INSTITUTIONS:** Personal property which was authorized at another institution, but is not authorized at this facility, will be mailed to the inmate's home or other chosen location at the inmate's expense, or the property will be disposed of through approved methods. If an inmate refuses to provide an address for return of the property, as well as the necessary postage to mail the unauthorized property home, it will be considered abandoned property and procedures regarding abandoned property will be applied. Inmates will be advised during the A&O program of what personal property they are authorized to maintain.

14. **INMATES TRANSFERRED TO OTHER INSTITUTIONS:** Some items sold through the individual institution commissaries and other items authorized for local use only, will not be sent with the inmate to another institution. At the time of transfer, only those items listed in Program Statement 5580.08, Inmate Personal Property, dated August 22, 2011, will be inventoried and sent to the inmate's designated institution. Items not authorized to be sent, may either be mailed home at the inmate's expense, destroyed, or held for 120 days. After 120 days, abandoned property procedures will be followed to dispose of the property.
15. **HOUSEKEEPING:**
- A. All beds will be made neat and clean. Unit staff will provide instructions on proper bed-making techniques.
 - B. All personal property must be neatly maintained.
 - C. Nothing may be taped, hung or otherwise attached to the walls, inner grill cell bars, shower, windows, or any other area of the cell.
 - D. Room/cubicle sanitation is the responsibility of all the occupants. Floors, windows, walls, etc., shall be cleaned in such a manner that a high level of sanitation is consistently maintained
 - E. Cell and Cell Sally-port sanitation is the responsibility of the inmate. Floors, windows, walls, etc., shall be cleaned in such a manner that a high level of sanitation is consistently maintained.
16. **AUTHORIZED STORAGE AREAS:** Property will not be stored in the Unit Officer's station or in the Lieutenants' Office except in temporary emergency situations. When an inmate leaves on a writ, is admitted to an outside hospital facility, or placed on Disciplinary Segregation status, staff will place the inmate's property in the proper secured storage area where there is no inmate access.
- A. The Receiving and Discharge Property Room is designated as the property storage room for inmates due to arrive, on writ status, on hospital status, on escape status, or death. In cases of inmate death, escape, or admission to a hospital, personal property will be inventoried prior to delivery to R&D for storage until it can be disposed of properly.
 - B. Inmates on Disciplinary Segregation status will have their property inventoried prior to delivery to the C Unit storage room.
 - C. The Lieutenants' office is responsible for storing and disposing of confiscated property. Property received through Receiving and Discharge, on transfer and new commitment inmates, determined to be contraband, will be handled by Correctional Systems Management.

- D. If an inmate's personal property has been confiscated, the inmate must establish ownership to his unit counselor. In those cases when the inmate chooses to mail the item at their own expense, their Unit Counselor shall pick up the property from the confiscated property locker, prepare it for mailing, and transport it to the mailroom (ownership must first be established). Inmates shall first establish ownership of an item confiscated prior to indicating whether they want the item donated to the institution or mailed home. If ownership cannot be established, the item will be destroyed as procedures mandate.

- E. Usable confiscated self-adhesive postage stamps will be distributed to indigent inmates in accordance with national policy and local procedures.

DISTRIBUTION:

**Directives Libraries
All Department Heads
Associate Warden (Programs)
Associate Warden (Operations)**

**Correctional Services, NCR
Correctional Programs, NCR
AFGE**

APPROVED PROPERTY LIST FOR ADX GENERAL POPULATION, J-UNIT (A RANGE), K-UNIT

Part 1 - INSTITUTION ISSUE (in addition to personally owned items) - Clothing must be moved with any inmate transferring from one unit to another. Laundry will provide a bed roll for inmates moving from one unit to another

1	Adapter, TV (for headphones, if needed)		
2	Blanket (wool) or (Limit 2 thicker non-wool)	4	Sheets, Bed
1	Box, Cardboard (3'x1'x1', for legal paperwork only)	1	Shoes, Velcro/Lace-up (pair)
10	Envelopes (pre-stamped with return address)	1	Shower Curtain
1	Cup (brown plastic)	1	Shower Mat
1	Fork/Spoon Combo (plastic)	5	Socks (pair)
1	Ice Bucket	1	Television/Radio Unit
1	Gloves (pair, white, full-fingered, winter only)	4	Towels
1	Headphone Cord Extension	1	Trash Can
1	Knit Hat	5	Undershorts (boxer)
2	Laundry Bag	5	Undershirt
3	Library Book	4	Wash Cloth
1	Mattress (excess with signed medical slip only)	1	Winter Coat (winter only, kept in unit, not in cell)
1	Pillow		
2	Pillow Cover		

Part 2 - PUBLICATIONS, CORRESPONDENCE & PAPERWORK -

8	Book (leisure, religious, reference, etc.) (See note at end of attachment for cover policy. Personal legal books are not included in this limit, but counted instead as part of the three (3) cubic feet limit of legal papers. Approved and <u>current</u> Education courses are also exempt from this limit.)		
3	Newspaper (NO date limitation)		
3	Magazine (NO date limitation. See note at end of attachment for nude or sexually explicit materials)		
20	Personal Letter		
1	Cubic Foot Personal Papers (example: receipts, property forms, etc.)		
3	Cubic Feet Legal Papers. (No excess unless approved by the Institution Attorney.)		
60	Stamp, Postage (First class or various denominations, not to exceed value of 60 first class stamps)		

Part 3 - COMMISSARY PERISHABLES - Refer to the Current Commissary List (Retention limits are equal to commissary purchase limits). Incoming inmates (returns or transfers) will also be restricted to these limits.

Part 4 - RELIGIOUS ARTICLES - Religious medallions must be non-metallic. New arrivals permitted non-metallic only.

2	Head Gear, Religious (Native-American Bandanna, Rastafarian Crown, Islamic Kufi or Jewish Yarmulke)	1	Prayer Beads
1	Medallion, Religious (see note above for material)	2	Prayer Oil (2 or 1 ounce)
8	Pamphlet/Brochure, Religious (in addition to books outlined in Part 2)	1	Prayer Rug

Part 5 - PERSONAL CLOTHING (In addition to institution issue)

1	Athletic Supporter	2	Shoelaces (pair, 54" or less)
1	Cap, Baseball (white/grey only, no logo)	1	Shower Cap
1	Gloves (workout)	3	Socks (pair, white only)
5	Handkerchief (white only)	1	Sweat Band
1	Handkerchief (non-white from commissary)	2	Sweat Pants (white/grey only)
2	Shorts (gym, white/grey only)	2	Sweat Shirt (white/grey only)
1	Shoes, Shower (pair)	3	Thermals (sets, white/grey only)
2	Shoes, Tennis (pair, predominately white/black only)	5	Undershorts (white, boxer-type)
3	Long Sleeve Shirts (grey/white)	3	Undershirts (crew type, white/grey only)
		3	Undershirts (tank type, white/grey only)

Part 6 - MISCELLANEOUS PERSONAL PROPERTY

1	Address Book	1	Cup, Drink (institution issue or personal)
1	Aftershave	1	Cup, Shaker or Quart
1	Bowl (plastic)	1	Cup, Insulated (less than 24 ounces)
1	Calendar or Date Book (no metal or hard binding, current year only - prior years count as personal papers under part 2)	1	Dental Picks (pack)
1	Conditioner, Hair	1	Dentures (set)
1	Comb (plastic)	1	Denture Bath
1	Cotton Swabs (pack)	1	Denture Brush
		1	Denture Cream
		2	Deodorant

APPROVED PROPERTY LIST FOR ADX GENERAL POPULATION, J-UNIT (A RANGE), K-UNIT

<p>1 Earplugs (pair) 50 Envelope 1 Eyeglasses (no metal, includes prescription sunglasses. See note at end.) 1 Eyeglass Case (no metal) 1 Hairbrush (plastic) 1 Hair Pomade/Gel 1 Headset (over the ear or ear bud type) 1 Kleenex (pack) 10 Lotion Packet (body) 1 Lotion (body) 1 Mouthwash 4 Pencil (writing) 2 Pen (black/blue ink, no metal refill) 25 Photo (12 per mailing, loose, 8"x10" or less, no polaroid or nude/sexually explicit) 1 Photo Album (full, photos less than 8"x10") 1 Plaque Rinse 1 Powder, Bath 2 Shampoo 2 Shaving Cream</p>	<p>2 Soap (bar or liquid) 1 Soap Dish 1 Spoon (plastic) 1 Sun Block (lotion) 1 Toothbrush 2 Toothpaste 1 Watch (plastic with Velcro band) 1 Wedding band (plain, no stones) 2 Writing Pad</p>
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Part 7 - HOBBY CRAFT - (See section 4, paragraph E of this supplement)

<p>15 Beads, Pony (package, 6mm x 9mm) 1 Crochet Hook (h-hook, plastic) 1 Crochet Hook (l-hook, plastic) 1 Crochet Needle (3", plastic) 1 Drawing Board (24" x 30") 3 Drawing Pad (50 sheets) 3 Drawing Paper (of each color, loose sheets)</p>	<p>1 Eraser, Art (gum) 6 Paint Brush, Watercolor 12 Paper Stump, Gray, various sizes 84 Pastels (drawing pencils or sticks) 60 Pencil (colored, drawing) 36 Watercolors, Dry Cake 30 Yarn (skeins; no dark blue, black, or red)</p>
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HARDCOVER BOOKS: Personally owned hardcover books currently in possession of the inmate are authorized, including those received in incoming property for inmate transfers. Subsequent books will be received in soft cover form only pursuant to the Institution Supplement on Incoming Publications.

MEDICATIONS / MEDICAL SUPPLIES / EYEGLASSES: Approved items issued by and verified with the Health Services Department only. Excess or expired prescription medications are to be given to the Pharmacist for final determination and plainly noted on the BP-383 as such. Eyeglasses will be handled in accordance with section 4, paragraph J of this supplement.

NUDE / SEXUALLY EXPLICIT PUBLICATIONS: Publications of this nature are not permitted; Questionable publications should be referred to the ISM, Assistant ISM, or if after normal hours, the Shift Lieutenant

PROPERTY RESTRICTION: All inmates placed on a "property restriction" sanction shall be permitted only those personal hygiene items necessary to maintain proper hygiene standards: 1 toothbrush, 1 tooth paste, 1 soap, 1 shampoo. Other items will be issued only at the discretion of the Shift Lieutenant.

SEWING KITS / CLOTHING REPAIRS: Sewing kits are not authorized for possession or institution issue. The ADX laundry may make repairs (machine stitching only, no patches or alterations) to personal sweat pants, sweat shirts, gym shorts, thermal underwear and T-shirts if possible. Personal socks and hats cannot be repaired by the Laundry Department. Laundry staff will make the determination whether or not clothing items are repairable

APPROVED PROPERTY LIST FOR ADX CONTROL UNIT

Part 1 - INSTITUTION ISSUE (in addition to personally owned items) - Clothing must be moved with any inmate transferring from one unit to another. Laundry will provide a bed roll for inmates moving from one unit to another.

1	Adapter, TV (for headphones, if needed)	1	Pillow
3	Blanket (wool or limit 2 thicker non-wool)	2	Pillow Cover
1	Box, Cardboard (3'x1'x1', for legal paperwork only)	4	Sheets, Bed
10	Envelopes (pre-stamped with return address)	1	Shoes, Velcro/Lace-up (pair)
1	Cup (brown plastic)	1	Shower Curtain
1	Fork/Spoon Combo (plastic)	5	Socks (pair)
1	Ice Bucket	1	Television/Radio Unit
1	Gloves (pair, white, full-fingered, winter only)	4	Towels
1	Headphone Cord Extension	1	Trash Can
1	Knit Hat	5	Undershorts (boxer)
2	Laundry Bag	5	Undershirt
3	Library Book	4	Wash Cloth
1	Mattress (excess with signed medical slip only)	1	Winter Coat (winter only, kept in unit, not in cell)

Part 2 - PUBLICATIONS, CORRESPONDENCE & PAPERWORK

- 8 Book (leisure, religious, reference, etc.) Personal legal books are not included in this limit, but counted instead as part of the three (3) cubic feet limit of legal papers. Approved and current Education courses are also exempt from this limit.)
- 3 Newspaper (NO date limitation)
- 3 Magazine (NO date limitation. See note at end of attachment for nude or sexually explicit materials)
- 20 Personal Letters
- 1 Cubic Foot Personal Papers (example: receipts, property forms, etc.)
- 3 Cubic Feet of Legal Papers. (No excess unless approved by the Institution Attorney.)
- 60 Stamps, Postage (First class or various denominations, not to exceed value of 60 first class stamps)

Part 3 - COMMISSARY PERISHABLES Refer to the Current Commissary List (Retention limits are equal to commissary purchase limits). (Must be in original packaging to retain)

Part 4 - RELIGIOUS ARTICLES - Religious medallions must be non-metallic. New arrivals permitted non-metallic only.

- 2 Head Gear, Religious (Native-American Bandanna, Rastafarian Crown, Islamic Kufi or Jewish Yarmulke)
- 1 Medallion, Religious (see note above for material)
- 8 Pamphlet/Brochure, Religious (in addition to books outlined in Part 2)
- 1 Prayer Beads
- 2 Prayer Oil (2 or 1 ounce)
- 1 Prayer Rug

Part 5 - PERSONAL CLOTHING (In addition to institution issue)-

1	Athletic Supporter	1	Shower Cap
1	Cap, Baseball (white/grey only, no logo)	3	Socks (pair, white only)
1	Gloves (workout)	1	Sweat Band
5	Handkerchief (white only)	2	Sweat Pants (white/grey only)
1	Handkerchief (non-white from commissary)	2	Sweat Shirt (white/grey only)
2	Shorts (gym, white/grey only)	3	Thermals (sets, white/grey only)
1	Shoes, Shower (pair)	5	Undershorts (white, boxer-type)
2	Shoes, Tennis (pair, predominately white/black only)	3	Undershirts (crew type, white/grey only)
3	Long Sleeve Shirts (grey/white)	3	Undershirts (tank type, white/grey only)
2	Shoelaces (pair, 54" or less)		

Part 6 - MISCELLANEOUS PERSONAL PROPERTY -

1	Address Book	1	Headset (over the ear or ear bud type)
1	Aftershave	1	Kleenex (pack)
1	Bowl (plastic)	10	Lotion Packet (body)
1	Calendar or Date Book (no metal or hard binding, current year only - prior years count as personal papers under part 2)	1	Lotion (body)
		1	Mouthwash
1	Conditioner, Hair	4	Pencil (writing)
1	Comb (plastic)	2	Pen (black/blue ink, no metal refill)
1	Cotton Swabs (pack)	25	Photo (12 per mailing , loose, 8"x10" or less, no polaroid or nude/sexually explicit)
1	Cup, Drink (institution issue or personal)	1	Photo Album (full, photos less than 8"x10")
1	Cup, Shaker or Quart	1	Plaque Rinse
1	Cup, Insulated (less than 24 ounces)	1	Powder, Bath

APPROVED PROPERTY LIST FOR ADX CONTROL UNIT

1	Dental Picks (pack)	2	Shampoo
1	Dentures (set)	2	Shaving Cream
1	Denture Bath	2	Soap (bar or liquid)
1	Denture Brush	1	Soap Dish
1	Denture Cream	1	Spoon (plastic)
2	Deodorant	1	Sun Block (lotion)
1	Earplugs (pair)	1	Toothbrush
50	Envelope	2	Toothpaste
1	Eyeglasses (no metal, includes prescription sunglasses. See note at end.)	1	Watch (plastic with Velcro band)
1	Eyeglass Case (no metal)	1	Wedding band (plain, no stones)
1	Hairbrush (plastic)	2	Writing Pad
1	Hair Pomade/Gel		

Part 7 - HOBBY CRAFT - (hobby craft is only authorized on DS for GP inmates) - See section 4, paragraph E of this supplement

15	Beads, Pony (package, 6mm x 9mm)	1	Eraser, Art (gum)
1	Crochet Hook (h-hook, plastic)	6	Paint Brush, Watercolor
1	Crochet Hook (l-hook, plastic)	12	Paper Stump, Gray, various sizes
1	Crochet Needle (3", plastic)	84	Pastels (drawing pencils or sticks)
1	Drawing Board (24" x 30")	60	Pencil (colored, drawing)
3	Drawing Pad (50 sheets)	36	Watercolors, Dry Cake
3	Drawing Paper (of each color, loose sheets)	30	Yarn (skeins; no dark blue, black, or red)

HARDCOVER BOOKS: Personally owned hardcover books currently in possession of the inmate are authorized, including those received in incoming property for inmate transfers. Subsequent books will be received in soft cover form only pursuant to the Institution Supplement on Incoming Publications.

MEDICATIONS / MEDICAL SUPPLIES / EYEGLASSES: Approved items issued by and verified with the Health Services Department only. Excess or expired prescription medications are to be given to the Pharmacist for final determination and plainly noted on the BP-383 as such. Eyeglasses will be handled in accordance with section 4, paragraph J of this supplement.

NUDE / SEXUALLY EXPLICIT PUBLICATIONS: Publications of this nature are not permitted;_Questionable publications should be referred to the ISM, Assistant ISM, or if after normal hours, the Shift Lieutenant.

PROPERTY RESTRICTION: All inmates placed on a "property restriction" sanction shall be permitted only those personal hygiene items necessary to maintain proper hygiene standards: 1 toothbrush, 1 toothpaste, 1 soap, 1 shampoo. Other items will be issued only at the discretion of the Shift Lieutenant.

SEWING KITS / CLOTHING REPAIRS: Sewing kits are not authorized for possession or institution issue. The ADX laundry may make repairs (machine stitching only, no patches or alterations) to personal sweat pants, sweat shirts, gym shorts, thermal underwear and T-shirts if possible. Personal socks and hats cannot be repaired by the Laundry Department. Laundry staff will make the determination whether or not clothing items are repairable

APPROVED PROPERTY LIST FOR ADX SPECIAL SECURITY UNIT (H-UNIT) AND J-UNIT (B-RANGE)

Part 1 - INSTITUTION ISSUE (in addition to personally owned items) - Clothing must be moved with any inmate transferring from one unit to another. Laundry will provide a bed roll for inmates moving from one unit to another.

1	Adapter, TV (for headphones, if needed)	1	Pillow
3	Blanket (wool or limit 2 thicker non-wool)	2	Pillow Cover
1	Box, Cardboard (3'x1'x1', for legal paperwork only)	4	Sheets, Bed
10	Envelopes (pre-stamped with return address)	1	Shoes, Velcro/Lace-up (pair)
1	Cup (brown plastic)	1	Shower Curtain
1	Fork/Spoon Combo (plastic)	5	Socks (pair)
1	Ice Bucket	1	Television/Radio Unit
1	Gloves (pair, white, full-fingered, winter only)	4	Towels
1	Headphone Cord Extension	1	Trash Can
1	Knit Hat	5	Undershorts (boxer)
2	Laundry Bag	5	Undershirt
3	Library Book	4	Wash Cloth
1	Mattress (excess with signed medical slip only)	1	Winter Coat (winter only, kept in unit, not in cell)

Part 2 - PUBLICATIONS, CORRESPONDENCE & PAPERWORK

- 8 Book (leisure, religious, reference, etc.) Personal legal books are not included in this limit, but counted instead as part of the three (3) cubic feet limit of legal papers. Approved and current Education courses are also exempt from this limit.)
- 3 Newspaper (NO date limitation)
- 3 Magazine (NO date limitation. See note at end of attachment for nude or sexually explicit materials)
- 20 Personal Letters
- 1 Cubic Foot Personal Papers (example: receipts, property forms, etc.)
- 3 Cubic Feet Legal Papers. (No excess unless approved by the Institution Attorney.)
- 60 Stamp, Postage (First class or various denominations, not to exceed value of 60 first class stamps)

Part 3 - COMMISSARY PERISHABLES Refer to the current ADX Special Security Unit Commissary List. (Retention limits equal to commissary purchase limits). (Must be in original packaging to retain)

Part 4 - RELIGIOUS ARTICLES - Religious medallions must be non-metallic. New arrivals permitted non-metallic only.

- 2 Head Gear, Religious (Native-American Bandanna, Rastafarian Crown, Islamic Kufi or Jewish Yarmulke)
- 1 Medallion, Religious (see note above for material)
- 8 Pamphlet/Brochure, Religious (in addition to books outlined in Part 2)
- 1 Prayer Beads
- 2 Prayer Oil (2 or 1 ounce)
- 1 Prayer Rug

Part 5 - PERSONAL CLOTHING (In addition to institution issue) -

1	Athletic Supporter	1	Shower Cap
1	Cap, Baseball (white/grey only, no logo)	3	Socks (pair, white only)
2	Gloves (workout)	1	Sweat Band
5	Handkerchief (white only)	2	Sweat Pants (white/grey only)
1	Handkerchief (non-white from commissary)	2	Sweat Shirt (white/grey only)
2	Shorts (gym, white/grey only)	3	Thermals (sets, white/grey only)
1	Shoes, Shower (pair)	5	Undershorts (white, boxer-type)
2	Shoes, Tennis (pair, predominately white/black only)	3	Undershirts (crew type, white/grey only)
3	Long Sleeve Shirts (grey/white)	3	Undershirts (tank type, white/grey only)
2	Shoelaces (pair, 54" or less)		

APPROVED PROPERTY LIST FOR ADX SPECIAL SECURITY UNIT (H-UNIT) AND J-UNIT (B-RANGE)

Part 6 - MISCELLANEOUS PERSONAL PROPERTY -

1	Address Book	1	Headset (over the ear or ear bud type)
1	Aftershave	1	Kleenex (pack)
1	Bowl (plastic)	10	Lotion Packet (body)
1	Calendar or Date Book (no metal or hard binding, current year only - prior years count as personal papers under part 2)	1	Lotion (body)
1	Conditioner, Hair	1	Mouthwash
1	Comb (plastic)	4	Pencil (writing)
1	Cotton Swabs (pack)	2	Pen (black/blue ink, no metal refill)
1	Cup, Drink (institution issue or personal)	25	Photo (12 per mailing , loose, 8"x10" or less, no polaroid or nude/sexually explicit)
1	Cup, Shaker or Quart	1	Photo Album (full, photos less than 8"x10")
1	Cup, Insulated (less than 24 ounces)	1	Plaque Rinse
1	Dental Picks (pack)	1	Powder, Bath
1	Dentures (set)	2	Shampoo
1	Denture Bath	2	Shaving Cream
1	Denture Brush	2	Soap (bar or liquid)
1	Denture Cream	1	Soap Dish
2	Deodorant	1	Spoon (plastic)
1	Earplugs (pair)	1	Sun Block (lotion)
50	Envelope	1	Toothbrush
1	Eyeglasses (no metal, includes prescription sunglasses. See note at end.)	2	Toothpaste
1	Eyeglass Case (no metal)	1	Watch (plastic with Velcro band)
1	Hairbrush (plastic)	1	Wedding band (plain, no stones)
1	Hair Pomade/Gel	2	Writing Pad

Part 7 - HOBBY CRAFT - See section 4, paragraph E of this supplement

15	Beads, Pony (package, 6mm x 9mm)	1	Eraser, Art (gum)
1	Crochet Hook (h-hook, plastic)	6	Paint Brush, Watercolor
1	Crochet Hook (l-hook, plastic)	12	Paper Stump, Gray, various sizes
1	Crochet Needle (3", plastic)	84	Pastels (drawing pencils or sticks)
1	Drawing Board (24" x 30")	60	Pencil (colored, drawing)
3	Drawing Pad (50 sheets)	36	Watercolors, Dry Cake
3	Drawing Paper (of each color, loose sheets)	30	Yarn (skeins; no dark blue, black, or red)

HARDCOVER BOOKS: Personally owned hardcover books currently in possession of the inmate are authorized, including those received in incoming property for inmate transfers. Subsequent books will be received in soft cover form only pursuant to the Institution Supplement on Incoming Publications.

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SEWING KITS / CLOTHING REPAIRS: Sewing kits are not authorized for possession or institution issue. The ADX laundry may make repairs (machine stitching only, no patches or alterations) to personal sweat pants, sweat shirts, gym shorts, thermal underwear and T-shirts if possible. Personal socks and hats cannot be repaired by the Laundry Department. Laundry staff will make the determination whether or not clothing items are repairable.

APPROVED PROPERTY LIST FOR ADX DISCIPLINARY SEGREGATION

Part 1 - INSTITUTION ISSUE (in addition to personally owned items)

2	Blanket (wool or limit 2 thicker non-wool)	1	Pillow
1	Cup (brown plastic)	2	Pillow Cover
1	Fork/Spoon Combo (plastic)	4	Sheets, Bed
1	Ice Bucket	1	Shoes, Deck (pair)
2	Laundry Bag	1	Shower Curtain
1	Mattress (excess with signed medical slip only)	4	Socks (pair)
3	Pencil	2	Towels
2	Wash Cloth	4	Undershorts (boxer)
		4	Undershirt

Part 2 - PUBLICATIONS, CORRESPONDENCE & PAPERWORK

2	Book (leisure, religious, reference, etc.) Personal legal books are not included in this limit, but counted instead as part of the three (3) cubic feet limit of legal papers. Approved and <u>current</u> Education courses are also exempt from this limit.)
2	Newspaper, or Magazine (NO date limitation. 2 Total)
10	Personal Letters
1	Cubic Feet Legal Papers. (Active case only upon verification of unit team.)
20	Stamp, Postage (First class or various denominations, not to exceed value of 60 first class stamps)

**Part 3 - COMMISSARY PERISHABLES- (Refer to the Current ADX Commissary List) (Retention limit equal to purchase limit).
Must be in original packaging to retain.**

Inmates sanctioned to DS are prohibited from commissary items with the exception of over the counter medication.

Part 4 - RELIGIOUS ARTICLES - Religious medallions must be non-metallic. New arrivals permitted non-metallic only.

2	Head Gear, Religious (Native-American Bandanna, Rastafarian Crown, Islamic Kufi or Jewish Yarmulke)
1	Medallion, Religious (Non-Metallic, not to exceed \$100)
8	Pamphlet/Brochure, Religious (in addition to books outlined in Part 2)
1	Prayer Beads
2	Prayer Oil (2 or 1 ounce)
1	Prayer Rug

Part 5 - PERSONAL CLOTHING (In addition to institution issue) –

1	Shoes, Shower (pair)
1	Shoes, Tennis (pair, predominately white/black only)
1	Prescription Glasses (No sunglasses)
1	Wedding Band (Plain, No stones)
1	Watch

Part 6 - MISCELLANEOUS PERSONAL PROPERTY -

1	Address Book	1	Hair Pomade/Gel
1	Aftershave	1	Headset (ear bud type)
1	Conditioner, Hair	1	Kleenex
1	Afro Pick(plastic)	1	Lotion (body)
1	Cotton Swabs (pack)	1	Mouthwash
1	Cup, Drink (institution issue or personal)	20	Photo (12 per mailing, loose, 8"x10" or less, no polaroid or nude/sexually explicit)
1	Cup, Shaker or Quart		
1	Cup, Insulated (less than 24 ounces)	1	Plaque Rinse
1	Dental Picks (pack)	1	Powder, Bath
1	Dentures (set)	1	Shampoo
1	Denture Bath	1	Shaving Cream
1	Denture Brush	2	Soap (bar or liquid)
1	Denture Cream	1	Soap Dish
1	Deodorant	1	Toothbrush
1	Ear Plugs	1	Toothpaste

Attachment 2

Declaration of Lieutenant Amy Kelley

Hale v. Fed. Bureau of Prisons,
No. 14-cv-00245-MSK-MJW

Hale, Matthew 15177-424 book list

Initial beside the book titles (8) you are choosing to keep

Creativity Books (STG Related)

- The white Man's Bible (By: Klassen)
- Salubrious Living (A Natural Life Style) (By: Klassen)
- Ending White Slavery (By: Hale)
- The Racial Loyalist Manifesto, Second Edition (By: Hale)
- The Little White Book (By: Klassen)
- Natures Eternal Religion (By: Klassen) *(ok printing)*
- A Revolution of Values Through Religion (By: Klassen)
- Building a Whiter and Brighter World (By: Klassen)
- Expanding Creativity (By: Klassen)
- Trials, Tribulations, and Triumphs (By: Klassen)
- On the Brink of a Bloody Racial War (By: Klassen)
- Against the Evil Tide (By: Klassen)

General Books

- The late Great Book (By: Nicholas Carter)
- The Revolt Against Civilization (By: Theodore Stoddard)
- The Passing of The Great Race (By: Madison Grant)
- Hitler's Second Book (By: Arthur Kemp)
- Friedrich Nietzsche- Day Break (By: Michael Tanner)
- Usury Banking (By: Dr. A.H. Krieg, CMfgE)
- The Complete Stories (By: Flannery O' conner)
- The young Hitler I Knew (By: August Kubizek)
- The Nutcracker (By: Tchaikovsky)
- Good's World Atlas (Twenty Second Edition)
- Cassell's Latin English Dictionary
- The Portable Nietzsche (By: Kaufmann, Walter) *MH*
- Meditations (By: Marcus Aurelius)
- On the Freedom of The Will (By: Schopenhauer)
- Parerga and Paralipomena (By: Schopenhauer) Volume 2 *MH*
- Parerga and Paralipomena (By: Schopenhauer) Volume 1
- The complete Plays of Sophocles (By: Robert Bagg and James Scully)
- Boone (By: Robert Morgan)
- Mein Kampf (Adolf Hitler) Un-Censored Edition

- The Untimely Meditations (By: Friedrich Nietzsche)
- Human All – To- Human, Parts one and two (By: Friedrich Nietzsche)
- Mein Kampf (Adolf Hitler)
- Cross of Iron (By: Willi Heinrich)
- Clashing Tides of Color (By: Lothrop Stoddard)
- The Myth of the Twentieth Century (By: Alfred Rosenberg)
- The Fall of Western Man (By: Mark Collett)
- The will to Power (By: Friedrich Nietzsche)
- The World Almanac and Book of Facts (2018)

TOTAL BOOKS ON LIST: 40

Additional books not listed above:

- Mein Kampf (in German)
- Nature's Eternal Religion (2nd printing)
- The Portable Nietzsche (on 1st page)
- Mein Kampf (in English)
- Basic Writings of Nietzsche
- Nietzsche's Teaching
- Langenschatz German dictionary
- NIV study Bible

Returned to SIS

- The Will to Power
- Thus Spoke Zarathustra

MH

Sign below to verify the eight (8) books you have chosen to keep in your assigned cell

Matthew Hale

5/15/18

Matthew Hale, Reg. No 15177-424

Date

[Signature]

5-15-17

Staff Witness

Date

[Signature]

5-15-17

Staff Witness

Date