

NH DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE DIRECTIVE	CHAPTER <u>Resident Programming</u> STATEMENT NUMBER <u>7.28</u>
SUBJECT: <b>INMATE ACCESS TO TELEPHONE SYSTEM</b>	EFFECTIVE DATE <u>04/15/04</u> REVIEW DATE <u>11/01/05</u> SUPERSEDES PPD# <u>7.28</u> DATED <u>11/01/02</u>
ISSUING OFFICER:   <hr/> <i>Mrs. Les Dolecal, Acting Commissioner</i>	DIRECTOR'S INITIALS _____  APPENDIX ATTACHED: YES _____ NO _____
REFERENCE NO: See reference section on last page of PPD.	

- I. PURPOSE:  
To provide a policy for inmates access to public telephones.
- II. APPLICABILITY:  
To all inmates and employees.
- III. POLICY:  
It is the policy of the NH Department of Corrections to provide for inmate access to public telephones.
- IV. PROCEDURE:
  - A. All inmates, except those in disciplinary segregation, serving a disciplinary sanction of loss of telephone privileges or have temporarily had their telephone privileges suspended by the Warden, may make outgoing collect telephone calls. Phone calls may be made to anyone on the inmate's 20-person telephone list that is willing to accept toll charges. Inmates may make calls that do not conflict with the Departments programming schedule.
  - B. Inmates in Segregation are governed by PPD 7.49.
  - C. Inmates are not permitted to access or use departmental telephones. The only exception would be to place a family crisis phone (as defined in PPD 7.05) under direct supervision of staff. Once a staff member receives information regarding a family emergency, they may allow the inmate to make a short phone call upon the approval of the Unit Manager.
  - D. The current telephone system is designed and maintained by Public Communications Services. Inmates are allowed to make collect **ONLY** calls from the Inmate Telephone System. Three-way calls are prohibited. Inmates making 3-way calls are in direct violation of the system's design and usage purposes.

REFERENCES:

Standards for the Administration of Correctional Agencies  
Second Edition. Standards  
**2-CO-5D-01**

Standards for Adult Correctional Institutions  
Fourth Edition. Standards  
**4-4497**

Standards for Adult Community Residential Services  
Fourth Edition. Standards  
**4-ACRS-5A-19**

Standards for Adult Probation and Parole Field Services  
Third Edition. Standards

Other

COPLAN/pf

ATTACHMENT

**STATE OF NEW HAMPSHIRE  
PERSONAL ALLOWED NUMBER REQUEST FORM**

This is my request to have the below listed numbers entered into the Inmate Phone System on my account. I understand that these numbers will be the only numbers I am allowed to call and that if any of the numbers I have requested are not valid, then I will not be able to place calls to that number. I also understand that all calls are subject to recording and monitoring at any time, with the exception of calls to attorneys. All numbers will be verified.

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ M.I. \_\_\_\_\_

DOC # \_\_\_\_\_ FACILITY NAME \_\_\_\_\_ UNIT \_\_\_\_\_

Add (A) Delete (D)	Name Of Called Party	Relationship	Area Code	Telephone Number
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

*White – Investigations  
Yellow – Inmate Copy*