



## 5. STANDARDS REFERENCED

a. American Correctional Association 3rd Edition Standards for Adult Correctional Institutions: 3-4428 and 3-4429

b. American Correctional Association 3rd Edition Standards for Adult Local Detention Facilities: 3-ALDF-5D-01

c. American Correctional Association 2nd Edition Standards for Administration of Correctional Agencies: None

d. American Correctional Association Standards for Adult Correctional Boot Camp Programs: 1-ABC-5C-06 and 1-ABC-5D-01

6. **[DEFINITION. §551.80. As used in this rule, "manuscript" means fiction, nonfiction, poetry, music and lyrics, drawings and cartoons, and other writings of a similar nature.**

7. **[MANUSCRIPT PREPARATION §551.81. An inmate may prepare a manuscript for private use or for publication while in custody without staff approval. The inmate may use only non-work time to prepare a manuscript.]**

8. **[MAILING INMATE MANUSCRIPTS §551.82. An inmate may mail a manuscript as general correspondence, in accordance with Part 540, Subpart B of this chapter. An inmate may not circulate his manuscript within the institution.]**

Part 540, Subpart B refers to the Program Statement on Correspondence.

9. **[LIMITATIONS ON AN INMATE'S ACCUMULATION OF MANUSCRIPT MATERIAL §551.83. The Warden may limit, for housekeeping, fire-prevention, or security reasons, the amount of accumulated inmate manuscript material.]**

The Warden may choose to address the issue of accumulation of inmate manuscripts in the Institution Supplement on Inmate Personal Property.

/s/  
Kathleen Hawk Sawyer  
Director