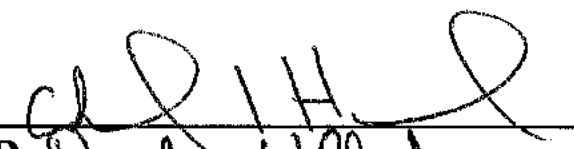
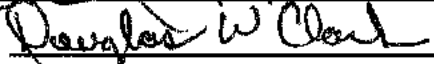


PERRY COUNTY RULES & REGULATIONS

INMATE HANDBOOK

SHERIFF:  (Chad I. Howard)
JAIL MAJOR:  (Douglas Clark)

3rd Amended January 3, 2024

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Perry County Jail VIDEO Visitation Schedule:

Time: 9:00 A.M. to 9:30 P.M. 7 days a week.

VIDEO Visitation Rules:

Visitation Restrictions are as follows:

- Inmates are limited two 20-minute visits per week on site, off-site visits are unlimited at visitors expense.
- All visitors must have a photo ID and submit to records check.
- There are only two visitors allowed during each visitation on-site (no children under the age of 18 can visit without a parent or legal guardian present).
- One child= one visitor and One Adult= one visitor
- All on-site visitors must park in the parking lot to the east of the jail.
- No unattended children will be allowed in the building at any time.
- No camera phones, cameras or recording devices are allowed in the visitation area or used during ANY visit, on-site or off-site, such use is subject to criminal prosecutions and will suspend visitation for the visitor.
- All visitors and inmates (full orange uniform) must be properly clothed and dressed during visits. Any attempt at exposing breasts, buttocks or genitals during visits will result in suspension of all visits with the individuals involved.
- Anyone who does not abide by the rules set forth by the jail will be denied visitation.
- Only items accepted during on-site visitation is cash to be deposited into the kiosks.

Photo I.D is required for Visitation:

All visitors, ages 16 years and above, are required to present photo identification in order to visit an inmate. Only the following forms of photo identification shall be accepted:

- State Identification
- State Drivers License
- United States Military Identification
- United States Passport

The Perry County Jail is NOT RESPONSIBLE for any item or items left unattended, lost, or mislaid. Jail staff may not hold, secure, or watch any personal items. Leave items in your vehicle!

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VIDEO Visitation Procedures:

- All persons may visit any inmate incarcerated at the Perry County Jail. Visitors must create a visitation account and scheduled a visit 24 hours in advanced by using the kiosk in the visitation room or personal cell phone/computer. No approved visiting list is required; however, an inmate may choose to refuse to see a visitor.
- The facility can also deny visits if a Court Order exist prohibiting such visit/contact.
- A visit may be denied if the visit jeopardize the safety and security of the facility or the visitors. During an emergency or disturbance, we may ask that all visitors leave the facility immediately.
- Inmates and visitors must conduct themselves in a quiet and orderly manner at all times. Profanity, loud or boisterous talking is not permitted at any time.

VIDEO Visitation Rules of Conduct:

- All visitors must be properly dressed before they will be allowed to visit. Clothing with offensive slogans or artwork is not allowed. Bathing suits, halter-tops, and flimsy or see-through clothing are not allowed. All visitors must wear footwear and clothing.

Visits will be terminated and/or visiting privileges will be suspended under (but not limited to) the following circumstances:

- Visitor appears to be under the influence of an intoxicating beverage or drug.
- Loud, rude, or obnoxious behavior.
- Failure to maintain control of children. Children may NOT be permitted to play or wander around the visitation area or to disturb other visitors.
- Wearing or displaying any items which may indicate gang affiliation.
- Making any gestures which may indicate gang affiliation.
- Refusal to obey lawful orders.
- Refusal to obey visiting rules from the visitation staff.
- Refusal or inability to produce proper identification.
- Insufficient space
- Smoking
- Introducing or attempting to introduce contraband into the jail. This offense will result in the visitor being banned from visiting anyone in the jail.
- Violation of a Court Order (no contact provision).
- Cellular phones, cameras, MP3 players, pagers, or any electronic device of any kind.
- Pocket knives, guns, or chemical sprays.
- Drugs or drug paraphernalia.
- Any other rule previously stated under rules and/or restrictions.

Further Visiting information may be obtained by calling 618-357-6931

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Attorney and Professional Visits:

Attorney, Probation Officers, and other professionals shall be required to present proper identification. Such visits shall have priority over regular visitation. Any Attorney or Professional visitors desiring to have a contact visit may do so after submitting to a pat search. If the visitor refuses to comply with a pat search, he/she shall be advised that a contact visit may not take place, but that a non-contact visit may be arranged. Any items taken into a consultation room/visitation room shall be searched for contraband.

Attorneys and Professionals may not be permitted to pass items to the inmates without prior inspection and approval by the Correctional Officer.

Visitation schedules for Attorney or Professional visits are as follows:

8:00 A.M. – 11:00 A.M. (EVERY DAY)

1:00 P.M. – 4:00 P.M. (EVERY DAY)

Clergy Visits:

Members of the Clergy shall be identified as such and approved by the Sheriff or Jail Major at 618-357-6931, before their visit is pushed prior to the 24hr rule. Proper identification is required, just like a visitor. Once approved, their name and other information are kept on file until the inmate is no longer incarcerated at the Perry County Jail. All Clergy visits are non-contact and can be scheduled for on-site video visitation at no charge.

Visitation schedules for approved Clergy visits are as follows:

Time: 9:00 A.M. to 9:30 P.M. 7 days a week.

Inmate Rights:

The inmate has the right to remain silent. If he/she chooses to remain silent, no unlawful means may be used to obtain a statement, confession, or admission while he/she is in the custody of the Perry County Jail.

The inmate will be treated humanely and provided with food, clothing, shelter, and in case of any who are indigent, necessary items for personal hygiene. When medical treatment is required it will be provided at the direction of medical staff.

Inmate Request:

The inmate has the right and is encouraged to make requests and complaints to the Major digitally by using the tablet or wall kiosk in cell. If no satisfactory solution can be achieved, the inmate may address his/her complaint or request to the Sheriff. (An inmate request is not a grievance)

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Telephone Use:

Upon incarceration, the inmate has the right to three free telephone calls within the first three hours of incarceration. The inmate may contact attorney, family, or friends from the **HOLDING CELL AND OR CELL BLOCK**. Under normal circumstances, this will occur within the first 3 hours of the inmate's incarceration. The 3-hour requirement shall not apply while the person in custody is asleep, unconscious, or otherwise incapacitated or an exigent circumstance prevents the officers from timely complying. Once the exigent circumstance ends, the right to make three phone calls within 3 hours resumes.

Under the jail telephone system inmates may dial their own calls. All calls will automatically be placed collect unless inmate has purchased phone time. Phone time purchases can be made daily through commissary purchases for a fee.

Some important things to remember about the telephone system are:

1. No incoming calls can be accepted. The telephone lines used for inmate's calls are not connected to the business line used by the jail. The Officers have no way of transferring incoming calls. In the event of an emergency or an extremely important call that comes in to the jail business line, the on duty correctional Officer who takes the call will get the name and number of the called for the inmate so that he/she may return the call.
2. The phone service controls the system automatically limiting ALL calls to a maximum of fifteen (15) minutes. When there are ten (10) seconds remaining a warning will be given and then after the fifteen (15) minutes are up; the call will automatically disconnect. This is built into the system and the Officers have no way of controlling or changing this.... So please do not ask.
3. The phones will be turned on at 8Am and turned off at ten (10) minutes before lockdown commences.
4. Telephone calls are very important to all inmates. An infraction as to the use of the telephone will result in the loss of telephone privileges up to seven (7) days. Continued abuse of telephone privileges can result in the permanent loss of the telephone privileges.
5. All telephone calls are recorded, except for Attorney numbers that have been previously been made non-recorded and private. Public defender numbers are FREE. You are responsible for notifying administration of Attorney numbers not previously known.

Chirpers:

Chirpers are a texting device provided by an outside company. Once you are processed into the jail in order to be provided the device you MUST sign the agreement agreeing to the terms and conditions as provided by the company. You have 72 hours after you are issued the Chirping device to have money placed on your Chirping Account. Any money you have in your commissary account with the jail or your Pin Debt Phone Account CAN NOT be used for this purpose. Chirping funds are non-transferrable. Family and friends can create a Chirping Account online at inmatesales.com and add money to your account. If you do not have money in your account 72 hours after you are issued the Chirping device, then the device will no longer work and you must return the device back to correctional staff. All Chirping fees and monthly use fees are charged by the company (rates can change).

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If the device assigned to you or any other device is damaged by you, you will be charge \$200.00 (subject to change), immediately due and payable. You may be charged with both criminal and civil action. Once the privilege is revoked for this purpose there are NO second chances.

Detained Individuals:

All persons incarcerated on a detainable charge within the Perry County Jail on Illinois State Charges are entitled to detention hearing within 48 hours before a Judge of the Twenty-Fourth Judicial Circuit of Illinois (excluding weekends and holidays).

Non-Detainable Individuals:

All persons received on a non-debatable charge will still be processed; pictured, fingerprinted and Iris scanned prior to release and given a Court date for their appearance.

Mail:

All inmates in the Perry County Jail are encouraged to maintain ties with their friends and families. Inmates have access to the U.S. Postal Service. Incoming mail is check for contraband by correctional staff prior to inmate receiving. The only exception to this rule is privileged mail which is to be opened in front of the inmate who it is addressed to.

Mail (incoming or outgoing) to or from inmates in this facility or another facility must be approved by the Major, otherwise this is prohibited.

Please note the following rules and regulations before sending any items to an inmate:

- No items with glitter, glue, tape, stickers, labels, perfumes or other adhesives.
- No Polaroid pictures.
- No cash, coins, phone cards, credit cards, or checks.
- Do not send electronic items or devices.
- Do not send mail that requires a delivery signature.
- Do not send smoking materials. The Perry County Jail is a non-smoking facility.
- Do not send books, magazines or newspapers to an inmate.
- Any cash, coins, phone cards, credit cards, or checks found in the mail will be returned to the sender. Any mail addressed to an inmate who has been transferred or released will be returned to the sender.
- Other inmates, visitors, attorneys, ministers or other persons may not act as carriers for mail.
- Pictures making any gestures which may indicate gang affiliation or wearing or displaying any items which may indicate gang affiliation

PERRY COUNTY RULES & REGULATIONS FOR INMATES

- Pictures of individuals must be properly clothed and dressed. Any attempt at exposing breasts, buttocks or genitals and being sexual explicit in the photo will be denied and viewed as contraband.

Inmates have the right to mail written communications in sealed envelopes to the following (all other mail may NOT be sealed):

- A. Elected or appointed federal and state officials;
- B. The Director of the Illinois Department of Corrections or any or his/her subordinates;
- C. The prison review board;
- D. Any Attorney licensed in the State of Illinois;
- E. Legitimate legal aid organization providing legal services of inmates;
- F. Members of the news media.

Any mail containing prohibited items will be placed in the inmate's property bag and not given to the inmate. Incoming mail shall be delivered to the inmates within 24 hours after receipt, except on weekends and holidays.

Mail and letters to an inmate should be addressed as follows:

INMATE'S FULL NAME

Perry County Jail

PO BOX 350

Pinckneyville IL 62274

EMAIL:

Inmates may also send and receive emails (fee accessed by provider) by using the tablets provided in the cellblock. Images may also be received through email as long as it does not violate any rules or regulations of postal mail as stated above.

Hygiene Items:

Razors and personal hygiene items will be given out between 8AM and 9AM Razors must be returned by 11AM. Due to the recent increase of utilities, the showers in the cell blocks will now be placed on a strict schedule of 1 hour each evening.

Personal Hygiene:

Inmates are requested to shower every day, but must shower twice a week while confined to this facility. Disciplinary action may be taken if you inmate's fail to maintain good hygiene.

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Health Care:

Within 14 days of incarceration in the Perry County Jail, a nurse will give you a medical screening/evaluation. Answering truthfully and correctly is vital for your health needs. Medical care is available 24 hours a day for EMERGENCIES and on a regular scheduled basis for non-emergency.

You must turn in a digital Medical Request Slip through tablet or kiosk in cell if you want to be seen during sick call. If you fail to turn in the digital sick slip, or miss sick call for any reason, you must wait until the next scheduled sick call. The nurse is here twice a week and will see any inmate who fill out the digital Medical Request slip. Sick call is conducted by Licensed Medical Personnel.

If you become ill after the nurse has left you must notify the floor officer in order to receive medical attention. County inmates are required to pay a fee for medical services. Federal inmates are only applied these fees after 30 days of incarceration by the US Marshals.

Fixed out of pocket fees charged to the inmate are as follows: (Deducted from your commissary account)

- A. Doctor visit- \$20.00
- B. Protocols- \$10.00 (done by correctional staff at direction of doctor)
- C. Hospital Visit/X-Rays- \$25.00
- D. Dental Visit- \$20.00
- E. Sick call- \$10.00 (not initial)
- F. Prescriptions- \$5.00 each
- G. Over the counter medication- \$.25 per dose (excluding federal inmates)

Medical care is never refused for inmates who lack funds in their Commissary Account for the above stated fees. However, the Commissary Account does apply a medical debt to the inmate. If the inmate receives money after the debt was charged, half of those funds will apply to the debt account. It will continue to apply half to the debt account until paid in full. Any funds in the inmate account at time of release will apply to all debts owed before inmate receive the remaining balance; otherwise, the inmate will be release with a debt balance.

(Free medical services: Initial Health Screening and TB Skin Testing)

Commissary:

Commissary orders must be completed by Monday of each week (subject to change), and will be delivered on Wednesday of each week (subject to change). The commissary list can be accessed by the kiosk in each cell or by requesting a printed list. All monetary balances of inmates can be checked on the phone in your cell.

Inmates who have the necessary funds may purchase items for themselves only. Commissary items may not be passed between the cell blocks. Correctional Officers may not deliver items for one inmate to another inmate. Inmates are not allowed to pass food of any kind. Inmate families are not allowed to leave money for other inmates when the inmate (the family member) has a negative balance or is indigent. Fresh Favorite orders must be turned in by Sunday of each week, with delivery being Tuesday afternoon (subject to change).

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Nicotine Pouches:

All nicotine pouches are \$15.00 a pack (subject to change) and are considered a privilege. Any abuse of that privilege can and will discontinue selling of said product. Each individual that purchases this product is responsible for the condition of how it is use and maintained. All miss use is subject disciplinary action and permanent product banning.

Inmate Rules and regulations for Nicotine Pouches:

1. Inmate can only purchase two pouches at a time. Excessive cans/pouches are to be discarded.
2. Inmates must have money to pay for the pouches at time of sale. There are no free-bees, and NO credits.
3. Inmates cannot purchase pouches for another inmate.
4. There is no passing of pouches from one cell to another.
5. Like with any new item introduced into the facility, the jail has the right to invoke other policies for use as deemed necessary.
6. There absolutely and unequivocally **NO-REFUNDS!**
7. Pouches will be available for purchase on evening shift after med pass.

Like with any privilege pouches can be removed from an inmate, if the inmate is causing discipline problems within the facility.

Contraband:

Prohibited Items- Any item not listed on the Inmate Commissary Order Form or items not issued by the Perry County Jail or any item in excessive quantity or items used inappropriately are considered contraband.

Permitted Items- All items listed on the current Inmate Commissary Order form and items issued by the facility, or approved by the Jail Administration.

Inmate Movement:

Inmate movement throughout the jail is controlled and supervised by the staff and cameras. Upon leaving your cell all must be fully dressed in the dayroom. This is to include orange uniforms and shoes on your feet in an unaltered state. Upon leaving your cell to exit the block for any destination you must be fully dressed in the clothing issued by the Perry County Jail, shackled and submit to a pat down search by correctional staff. No other attire is permitted. Clothing altered by inmates, jail issued or private property may be confiscated by officers and disciplinary action may be taken or reimbursement paid for damage to clothing provide by the jail.

When inmates walk in the hallways, inmates will not touch or talk to other inmates or visitors. Inmates are to adhere to the directions given by the officer when moving along the corridor, failure to do so will result in disciplinary action.

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Fire and Emergency Procedures:

During the time of an emergency, inmates are to follow the instructions given by the Floor Officer, Control Room Officer or other staff members. Responsible Officers and staff are trained to supervise the evacuation of the Jail should the need arise. Failure to follow evacuation procedures and orders as given by staff can result in Disciplinary Action and/or Criminal Prosecution.

Fire Emergency Evacuation Routes are posted throughout the jail. Exit signs are posted in the jail. Remember, if a fire is started by a careless or irresponsible person, your life as well as others may be endangered.

Security/Inspections:

For the security of the jail and the safety of inmates, the staff conducts scheduled and unscheduled head counts. Inmates are required to return to their assigned cell or designated area when directed by the staff. When you return to your cell, you are required to remain in plain view so that you can be identified. Night time head count will be conducted while inmates are locked down in their cells, inmate issued items or personal property is to NOT obstruct the view of each bunk. In addition to the daily head count schedule, hygiene and safety inspection, the staff may conduct an unscheduled inspection of your cell and housing unit. Contraband found is confiscated. You are required to cooperate with the staff conducting the inspection and you do not have the right to be present during the inspection. All electronic/phone devices are disabled while inmates are transported outside of the facility until there return.

Meal Delivery:

Inmates receive three (3) meals per day. Each inmate receives his/her own food tray. Each inmate is responsible for returning his/her food tray and spoon to the staff member. An inmate who abuses or misuses these items may be subject to Disciplinary Action. Inmates must present their assigned plastic cup at meal pass to receive the drink provided, failure to do so will result in a refusal of drink.

Television:

Televisions are provided in the facility for your convenience and entertainment. The televisions are purchased with profits made from sell of commissary items. Money may not always be available to buy televisions, take due care of the televisions, disciplinary action may be taken against you for tapering or abusing the television. If you damage the television you will be charged for the repair and/or replacement cost of the television. The television is a privilege and can be removed/turned off for disciplinary action.

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Indigent Inmates:

Indigent inmates (inmates without funds) will be furnished the following:

- a. One (1) free postage stamp weekly.
- b. Personal hygiene items as needed.

Library:

Perry County Jail library books are digital and can be found on the individual tablets assigned to each cellblock. The app on the tablet has a listing of free digital books and books you can purchase along with videos/movies for your tablet account. There is app on the tablet that provides law books for Illinois State Laws and Federal Law for use by inmates. This facility no longer accepts paperback books from family and friends and only accepts religious books offered on store commissary. You should always contact your attorney for specific legal information if you are unable to find what you are looking for on the digital law book app. Inmates who damage digital tablets will be charged for the damages or replacement of the digital tablet.

GED Classes:

There are GED classes available through the Rend Lake College Literacy Project, Ina, IL 62846 for Perry County Jail Inmates. An inmate may submit a request in writing to the Administrative Officer requesting to take the classes. The Administrative Officer will then contact the Literacy Project Coordinator to make arrangements.

Religious Services:

Inmates have the opportunity to participate in practices of their religious faith, subject only to the limitations necessary to maintain order and security. Clergy visits can be scheduled through video visitation (visitation rules to apply) and regularly scheduled religious services can be located on the T.V.'s in each cell.

Substance Counseling:

Available as requested by inmates in writing to the Major or to the on-duty Assistant. A certified counselor from the Perry County Counseling Center will then be notified.

Haircut Services:

Haircuts are approximately every four weeks starting on Sunday as scheduled by Sergeant. Clippers given at a rotation to each cellblock along with cleaning supplies and

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ability to use shower immediately after getting haircut. Each inmate is responsible for his or her own haircut.

Recreation:

Recreation offered for at least one (1) hour each day in the day rooms of each cell. Unacceptable behavior or violation of jail rules may result in loss of recreation privileges.

Federal Inmates:

The U.S. Marshal Service Air Operations for Prisoner Transportation has a strict prisoner property policy for acceptance onto their airplanes. Always ask to see what the current requirements with the United States Marshals are. The U.S.M. does not allow any of the prisoners to travel with more than \$50.00 at any one time. Property from **OTHER JAILS** (except for legal material, religious effects and/or medications) will **NOT** be accepted into the Perry County Jail. The Perry County Jail is not responsible for mailing personal property to family members; it is the inmate's financial responsibility. All currency will be forward on to the U.S.M. Office in the form of a check or money order (NO CASH).

Care of Jail issued Items:

Certain items will be issued to all inmates. They are as follows:

- | | | |
|-------------------------------|-----------------------------|-----------------|
| 1. (1) Jumpsuit (shirt/pants) | 7. (1) Mattress | 13. Plastic Cup |
| 2. (1) Pair of shoes | 8. (1) Tooth Brush | |
| 3. (1) Towel | 9. (1) Tooth Paste | |
| 4. (1) Washcloth | 10. (1) Mattress cover | |
| 5. (1) Blanket | 11. (1) Bar of Soap/Shampoo | |
| 6. (1) Roll of toilet paper | 12. (1) Deodorant | |

Toothbrush, toothpaste, comb, deodorant, and razor will be issued upon incarceration to those who do not have funds (Items of personal hygiene will be provided to the inmates that are indigent). Inmates possessing funds will be expected to purchase toothpaste, toothbrush and deodorant. One razor will be given free every seven (7) days. If an inmate needs a new razor within the seven (7) day period he/she may purchase one. Razors are to be turned into correctional staff daily untampered.

Inmates are liable for county issued clothing, linen and items provided by the Jail. Intentional damage or destruction of jail issued items can lead to prosecution through the court system. If items are damaged or destroyed due to neglect, the inmate is charged as follows:

Orange Shirt	\$ 7.72
Orange Pants	\$ 9.71

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Orange Shoes	\$ 5.24
Shower Shoes	\$ 2.59
Wash Cloth	\$ 2.00
Towel	\$ 3.00
Mattress	\$99.95
Mattress Cover	\$ 7.13
Blanket	\$12.61

(Above prices are as 2024 and are subject to change if replacement cost are higher)

Inmate Worker:

Certain inmates are selected periodically to serve as Inmate Workers in the jail and to work around the jail without pay. Selection of an Inmate worker is made by the Jail Major. Inmates eligible for consideration as an Inmate Worker are those who are considered to be a good security risk, and who show promise of good behavior and consistent work habits. Inmate workers must be sentenced to the Perry County Jail for a period of 364 days or less. Inmates with a HOLD order will not be considered. The selection to be an Inmate Worker is a trust not a right. You may be terminated as an Inmate Worker at any time for any reason. Any inmate who refuses to work will face disciplinary action, loss of privileges and/or including loss of good time.

PREA (Prison Rape Elimination Act):

Sexual Assault Awareness / PREA Information Prison Rape Elimination Act (PREA) is a law with the purpose of reducing the incidence of rape and sexual assaults in correctional settings. While detained by the Perry County Sheriff's Office and Detention Facility, you have a right to be safe and free from sexual harassment and sexual assault. To better understand your rights under PREA the facility provides a video outlining your rights that can be viewed from any tablet or kiosk entitled "What you need to know".

Definitions:

Detainee/Inmate-On-Detainee/Inmate Sexual Abuse/Assault: One or more detainees/inmates by force, coercion, or intimidation, engaging in or attempting to engage in:

1. Contact between the penis and the vagina or anus and, for purposes of this subparagraph, contact involving the penis upon penetration, however slight.
2. Contact between the mouth and the penis, vagina, or anus.
3. Penetration, however slight, of the anal or genital opening of another person by a hand, finger, or by any object.
4. Touching of the genitalia, anus, groin, breast, inner thighs or buttocks, either

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directly or through the clothing, with intent to abuse, humiliate, harass, degrade, arouse, or gratify the sexual desire of any person.

5. Threats, intimidation, or other actions or communications by one or more detainees/inmates aimed at coercing or pressuring another detainee/inmate to engage in a sexual act.

Staff-On-Detainee/Inmate Sexual Abuse/Assault: One or more staff member(s), volunteer(s), or contract personnel engaging in or attempting to engage in any of the following acts, without consent of the inmate.:

1. Contact between the penis and the vagina or anus and, for purposes of this subparagraph, contact involving the penis upon penetration, however slight.
2. Contact between the mouth and the penis, vagina, or anus.
3. Penetration, however slight, of the anal or genital opening of another person by a hand, finger, or by any object.
4. Except in the context of proper searches and medical examinations, touching of the genitalia, anus, groin, breast, inner thighs or buttocks, either directly or through the clothing.
5. Threats, intimidation, harassment, indecent, profane or abusive language, or other actions (including unnecessary visual surveillance) or communications aimed at coercing or pressuring another detainee to engage in a sexual act.
6. Repeated verbal statements or comments of a sexual nature to a detainee/inmate, including demeaning references to gender, derogatory comments about body or clothing, or profane or obscene language or gestures.

7. Voyeurism by a staff member, contractor, or volunteer.

Voyeurism: An invasion of the privacy of an inmate by a staff member, contractor, volunteer or other person providing services to inmates for reasons unrelated to official duties, such as peering at an inmate who is using a toilet in his/her cell to perform bodily functions; requiring an inmate to expose his/her buttocks, genitals, or breasts; or taking images, still or video, of all or part of an inmate's naked body or of an inmate performing bodily functions.

Sexual Harassment: Includes, but not limited to, repeated and unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature or actions of a sexually derogatory or sexually offensive nature by one inmate directed toward another; verbal comments or gestures of a sexual nature to an inmate by a staff member, contractor, volunteer or other person providing services to inmates, including demeaning references to gender; sexually suggestive or derogatory comments about body or clothing; or obscene language or gestures when :

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- 1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.**
- 2. An individual's submission to or rejection of such conduct is used as a basis for an employment decision affecting that individual; or**
- 3. The purpose or the effect of such conduct is to substantially interfere with the affected individual's work performance or to create an intimidating, hostile or offensive work environment.**

Prohibited Acts:

Sexual abuse/assault is a crime and this facility has a zero tolerance policy for sexual assaults and abuse. An inmate or staff member who commits sexual assault shall be punished administratively and may be subject to criminal prosecution. Any and all forms of sexual assaults listed prior are prohibited by the Perry County Sheriff's Office and jail and the law.

An inmate who engages in such behavior can be charged with the following Prohibited Acts under the Perry County Inmates Rules and Regulation Inmate Disciplinary Code with Minor and/or Major Violations, as follows:

Minor #02: Using Abusive or Obscene Language

**Major #14: Sexual conduct with another or involvement in a sexual offense
(Sexual Abuse and/or Sexual Assault).**

Major #15: Engagement in any sexual activity.

Major #16: Indecent exposure.

Major #17: Making a Sexual Proposal

Victimized inmates should not be subject to disciplinary action for reporting sexual abuse or for participating in sexual activity as a result of force, coercion, threats, or fear of force. In addition, consensual sexual conduct between inmates is also prohibited and subject to administrative and disciplinary sanctions.

Incarceration as a Safe Environment- while you are incarcerated, no one has the right to pressure you to engage in sexual acts or engage in unwanted sexual behavior regardless of your age, size, race or ethnicity. Regardless of your sexual orientation or gender identity, you have the right to be safe from unwanted sexual advances and Confidentially Information concerning the identity of an inmate victim reporting a sexual assault, and the facts of the report itself, shall be limited to those who have the need-to- know in order to make decisions concerning the inmate victim's welfare and for law enforcement/investigative purposes.

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Avoiding Sexual Assault:

Sexual assault is never the victim's fault. Knowing the warning signs and red flags can help you stay alert and aware:

- 1. Carry yourself in a confident manner. Many attackers choose victims who look like they would not fight back or who they think is emotionally weak.**
- 2. Do not accept gifts or favors from others. Most gifts or favors come with special demands or limits that the giver expects you to accept.**
- 3. Do not accept an offer from another inmate to be your protector.**
- 4. Find a staff member with whom you feel comfortable discussing your fears and concerns. Report concerns!**
- 5. Do not use drugs or jail house alcohol (hooch); these can weaken your ability to stay alert and make good judgments.**
- 6. Be clear, direct and firm. Do not be afraid to say "NO" or "Stop it Now".**
- 7. Choose your associates wisely. Look for people who are involved in positive activities.**
- 8. If you suspect another Inmate is being sexual abused, report it to staff.**
- 9. Trust your instincts. Be aware of situations that make you feel uncomfortable. If it does not feel right or safe, leave the situation or seek assistance. If you fear for your safety, report your concerns to staff.**

Report All Sexual Abuse/Assaults:

If you become a victim of a sexual assault, report the incident immediately to any staff person you trust, to including corrections deputies, chaplains, medical staff or supervisors. Staff members keep the reported information confidential and only discuss it with the appropriate officials on a need-to-know basis.

Reporting Mechanisms:

- 1) Report to staff**
- 2) Inmate Grievance**
- 3) Hotlines**
- 4) Family members**
- 5) Volunteers**
- 6) Contractors**
- 7) PREA Coordinator/ Compliance Manager**

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- 8) Medical Request Form
- 9) Jail Medical Personal

24 Hour Hotline Number: (618) 357-3250

INMATE PHONE DIAL: 111

You may also make an anonymous report through the Crisis Line by calling #4357 on any inmate telephone or writing to *Perry County Counseling Center*, 1016 S Madison St, Du Quoin, IL 62832 and/or #888 on any inmate telephone or writing to *The Women's Center*, 610 S Thompson St, Carbondale, IL 62901. These calls and correspondence are not recorded or monitored by facility staff.

Next steps after reporting a Sexual Assault or Attempted Sexual Assault:

You will be offered immediate protection from the assailant and you will be referred for medical examination and clinical assessment. You do not have to name the inmate(s) or staff member who assaulted you for you to receive assistance, but be specific information may make it easier for staff to help you. You will continue to receive protection from the assailant, whether or not you have identified your attacker or agree to testify against them. It is important that you do not shower, wash, drink, change clothing or use the bathroom until evidence can be collected.

Appropriate steps will be taken if an inmate needs foreign consulate assistance and/or hearing impaired proficient in sign language.

The Medical Exam:

Medical staff shall examine you for injuries, which may or may not be readily apparent to you and shall gather physical evidence of assault. Bring with you to the medical exam the clothes and underwear that you had on at the time of the assault. You shall be checked for the presence of physical evidence, which supports your allegation. With your consent, a medical professional shall preform a pelvic and/or rectal examination to obtain samples of, or document the existence of physical evidence such as hair, body fluids, tears, or abrasions that remain after the assault. This physical evidence is critical in corroborating that the sexual assault occurred and in identifying the assailant; trained personnel shall conduct the exam privately and professionally.

NOTE: All contracted medical and mental health practitioners are required to report all sexual abuse and sexual harassment allegations.

Exhaustion of Administrative Remedies:

- 1) There will be NO time limit imposed when an inmate submits a grievance regarding an allegation of sexual abuse.

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- 2) Inmates aren't required to use any informal grievance process or other attempts to resolve with staff, an alleged incident of sexual abuse.**
- 3) An inmate alleging sexual abuse may choose to submit to the grievance to any staff member and may exclude the staff member who is the subject of the complaint, and such grievance shall not be referred to staff members who may be the subject of the complaint.**
- 4) Administration shall issue a final agency decision on the merits of any portion of a grievance alleging sexual abuse within ninety (90) days of the initial filing of the grievance. The ninety (90) day time period shall not include time consumed by inmates in preparing any administrative appeals.**
- 5) Administration may claim an extension of up to seventy (70) days, if the normal time period for response is insufficient to make an appropriate decision. Any inmate who alleges sexual abuse shall be notified in writing of any such extension and provide a date by which the decision will be made.**
- 6) At any level of the administrative process, if the inmate does not receive a response within the time allotted for reply, including any properly noticed extension, the inmate may consider the absence of a response to be a denial at that level.**
- 7) Third parties including other inmates, staff members, family members, attorneys, and outside advocates shall be permitted to assist inmates in filing requests for administrative remedies relating to allegations of sexual abuse, and shall also be permitted to file such requests on behalf of inmates.**
- 8) If a third party files such a request on behalf of an inmate, administration may require as a condition of processing the request, that the alleged victim agree to have the request filed on his or her behalf, and may also require the alleged victim to personally pursue any subsequent steps in the administrative remedy process.**
- 9) If an inmate declines to have the request processed on his or her behalf, administration shall ensure the inmate's decision is documented.**
- 10) Staff shall accept emergency grievances alleging that an inmate is subject to a substantial risk of imminent sexual abuse.**
- 11) After receiving an emergency grievance alleging an inmate is subject to a substantial risk of imminent sexual abuse, staff shall immediately forward the grievance to a level of review at which immediate corrective action may be taken, shall provide an initial response within (48) hours, and shall issue a final**

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agency decision within five (5) calendar days. Administration shall take the appropriate action and shall document such action.

- 12) Any inmate may be disciplined for filing a grievance related to alleged sexual Abuse only where the agency demonstrates that the inmate filed the grievances in bad faith.

Understanding the Investigative Process:

Once the misconduct is reported, the appropriate law enforcement agency shall conduct an investigation. The purpose of the investigation is to determine the nature and extent of the misconduct. You may be asked to give a statement during the investigation. If criminal charges are filed, you may be asked to testify during the criminal proceeding. Any inmate who alleges that he/she has been sexually assaulted will be offered immediate protection and will be referred for a medical examination.

The credibility of an alleged victim, suspect, or witness will be assessed on an individual basis and will not be determined by the person's status as inmate or staff. No agency will require an inmate who alleges sexual abuse to submit to a polygraph examination or other truth-telling device as a condition for proceeding with the investigation of such an allegation.

The Emotional Consequences of Sexual Assaults:

It is common for victims of sexual assault to have feelings of embarrassment, anger, guilt, panic, depression and fear several months or even years after the attack. Other common reactions include loss of appetite, nausea or stomach aches, headaches, loss of memory and/or trouble concentrating, and changes in sleep patterns. Emotional support is available from the facility's mental health and medical staff, and from chaplains. Also, many Inmates who are at high risk of sexually assaulting others have often been sexually abused themselves. Mental health services and Intervention are available to them also so that they can control their actions and heal from their own abuse. Sexual assaults can happen to anyone: any gender, age, race, ethnic group, socio- economic status and to an individual with any sexual orientation or disability. Sexual assault is not about sex; it is about Power and control. All reports are taken seriously.

Grievance Process:

Inmates are allowed to file a grievance when subject to criminal act by another inmate, a prohibited act by a staff member, abuse, harassment, violation of civil rights, or denied privileges, without just cause, as specified in this handbook while in the custody of the Perry County Jail.

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The grievance will be investigated, appropriate action will be taken and a copy of the grievance will be returned to you and the original placed in your file. Note: Inmates, who file a grievance which proves to be false, upon conclusion of the investigation, shall be subject to disciplinary action.

All inmates who wish to file a grievance at the Perry County Jail must follow the steps listed below. Each step must be followed in order for the grievance and/or appeal to be valid:

1. All grievances **MUST** be submitted digitally on the tablets supplied by the jail with the inmate's name, date of birth, along with the complaint, and reason of the grievance plainly stated. No grievances may be submitted as a group; all inmates' grievances must be individually submitted.
2. All grievances that are submitted must be within 24 hours of the incident being complained about.
3. The initial digital grievance is submitted to the sergeant.
4. The sergeant has 48 hours to respond to said grievance (excluding their days off) unless inmate is notified otherwise in writing.
5. Once the response is submitted to the inmate, if the inmate requests to appeal the findings and/or disagrees with the response, the inmate has 24 hours from receipt of response (from the sergeant) to request a grievance appeal. All grievance appeals **MUST** be submitted digitally on the tablets supplied by the jail with the inmate's name, date of birth, the complaint, and the reason for the appeal submitted on the tablet. The appeal request **MUST** be submitted to the Lieutenant within 72 hours from the initial response for review.
6. The Lieutenant has 48 hours to respond to said appeal request (excluding their days off) unless inmate is notified otherwise in writing.
7. Once the response is submitted to the inmate, if the inmate requests to appeal the findings and/or disagrees with the response from the Lieutenant, the inmate has 24 hours from receipt of response (from the Lieutenant) to request a second grievance appeal. The second grievance appeal **MUST** be submitted digitally on the tablets supplied by the jail with the inmate's name, date of birth, and the complaint, and the reason for the second grievance appeal. The appeal request **MUST** be submitted to the Major within 72 hours from the Lieutenants response for review.
8. The Major has 48 hours to respond to said appeal request (excluding their days off) unless inmate is notified otherwise in writing.
9. Once the response is given to the inmate, if the inmate requests to appeal the findings and/or disagrees with the response from the Major, the inmate has 24 hours from receipt of response (from the Major) to request third grievance appeal. The third grievance appeal **MUST** be submitted digitally on the tablets supplied by the jail with the inmate's name, date of birth, along with the complaint, and the reason of the grievance appeal. The appeal request **MUST** be submitted to the Sheriff within 72 hours from the Major response for review.

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- 10. The Sheriff has 5 days to respond to said appeal request (excluding their days off) unless inmate is notified otherwise in writing. The final response from the Sheriff will stand.**

(Any grievance proven to be false, upon conclusion of the investigation, shall be subject to Disciplinary Action and any grievance incident repeated once concluded will be automatically denied)

General Information:

Jumpsuits will be washed every Monday and Friday. Towels and Face Towels will be washed Tuesday and Friday. Mattress covers will be washed every Tuesday. Personal whites will be washed every Wednesday nights. Blankets will be washed the first Thursday of each month (subject to change).

Inmates will be permitted to shave each day between the hours of 8AM and 11AM. Razor's will be given out upon request and must be returned after each use. An inmate failing to return his/her razor in by 11AM will result in the loss of the razor for three (3) days. Misuse or damage of the razors will also result in Disciplinary Action.

Standard Operating Procedures:

The inmate is entitled to a due process hearing when charged with a violation of Perry County jail regulations when such a charge may result in loss of privileges or good time. (See Inmate Disciplinary Codes)

The following are rules that all inmates are expected to follow and obey. Failure to obey these rules can result in loss of privileges, loss of good time and depending upon the severity of the violation, charges and prosecution in court, in addition to administrative action taken by the jail authorities. Violation of jail rules will be reported in writing, to the Perry County State's Attorney and the Perry County Sheriff.

- 1. The main rule is to follow the orders and instruction of the jail officers. The inmates are required to use courtesy and respect when dealing with jail staff and, in return, the inmates will be treated with courtesy and respect.**
- 2. The inmates will respect the rights and property of other inmates. Inmates will not take or use the property of other inmates without permission.**
- 3. Inmates will not assign work to other inmates nor will they supervise other inmates.**
- 4. Loud talking, singing, or the use of profanity will not be tolerated.**
- 5. Lockdown is at 10:30PM, Sunday through Saturday. Night-lights will come on at midnight and all main lights in cells will be off. All T.V. turn off at lockdown and can come on in the morning when lockdown is lifted. Wake up call is at 6:30AM daily. At lockdown, inmates may have use of their tablets and chirpers in their cells as long as it does not disturb others (use ear bud headsets).**
- 6. All talking and/or singing will cease within fifteen (15) minutes after lockdown.**
- 7. While moving about in the corridors, to or from any activity, inmates will not attempt to communicate with inmates in other cellblocks.**
- 8. Only human waste and toilet paper will be flushed down the toilets.**
- 9. The inmates will not throw food around the cell blocks or at each other. After meals, all trays and eating utensils will be returned as directed by the jail staff.**

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10. Fighting, wrestling, karate or rough housing of any kind will not be permitted.
11. Banging doors against the walls, or beating on the bunks will not be tolerated.
12. Inmates will not threaten, intimidate, extort or blackmail other inmates for any reason.
13. Inmates are not permitted to hang any object from the front bars and bunks.
All clothing, towels, and wash cloths will be hung no higher than waste high on the inner doors as to not block view of the cell. **NO** clothing lines are permitted in the cell blocks and will be cut down by jail staff.
14. When inmates leave their cell block, the inmate must be fully dressed with jumpsuit completely on and with shoes. Exceptions will be made for jury trail.
15. Pictures or other items will not be hung or pasted on the walls or bunks.
16. When moving through the corridors, the inmates are only allowed to enter the cell block to which he/she is assigned. Entering another cell block to which he/she is NOT assigned is prohibited.
17. Arguing with jail staff is prohibited.
18. The inmate will not be allowed to place his/her body or any object so as to interfere with the operation of any locking device.
19. Gambling, wagering or betting is prohibited.
20. Inmates are not allowed to write on, mark on, draw on or deface, in any way, or do damage to, the property of the Perry County Jail. Such damage, can and will, result in criminal charges being filed, depending upon the severity.
21. Inmates are not allowed to have cash money on their persons at any time. All money will be deposited into inmates account.
22. Any person reporting in for periodic confinement is to park his/her Vehicle on the rocked parking lot of the east side of the jail. Vehicles parked in other locations may be towed away at the owner's expense. In the event that a part-time inmates fails to report in, reports in late or reports in under the influence of alcohol or drugs, a report will be forwarded to the sentencing Judge, State's Attorney and to the probationary officer. An inmate reporting in under the influence of alcohol or drugs may be placed in isolation for observation and may be kept there for the duration of his/her confinement. In the event that the part-time inmate is involved in any disciplinary action while confined, a report of his/her involvement will also be forward to the above named offices. If during the periodic confinement, the inmate will be late reporting in, contact the jail and advise the jail staff of the problem. The jail staff cannot authorize the inmate to report in late, but the telephone contact will be noted on the above mentioned reports.
23. Inmates must bathe daily and maintain personal hygiene so as not to be offensive to others.
24. Inmates are responsible for sweeping and mopping his/her cell and day room at least one time each day. Quarter's equipment, toilets, washbasins, shower stalls, and sinks shall be thoroughly cleaned each day. Also, the trash will be emptied each day. Prior to release, the cell will be inspected. The inmate will not be released until the cell is clean and in order.
25. Inmates will be allowed to keep the following in his/her cell; commissary items, six photos, and one Bible and/or religious book. Any other items other that the above listed amounts must be approved by the Major or his Assistant.

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26. Inmates shall not interfere with any Correctional Officer while he/she is in the performance of his/her duty.
27. Inmates shall not escape, or attempt to escape, while in the custody of the Perry County Jail.
28. While in the custody of the Perry County Jail, inmates shall not obtain, hide or possess any contraband material or any type of weapon.
29. Inmates shall not engage, or attempt to engage, in any type of sexual conduct or act while in the custody of the Perry County Jail. Revealing of his/her genitals in an attempt to embarrass another or to provide self gratification is prohibited. This also includes any female revealing her breasts.
30. Inmates must respond quickly to the direction of the jail staff when going to and from visitation/consultation for Attorney visits.
31. Inmates must follow the instruction of jail staff. All inmates must take the prescribed medication at the time it is given. The inmate must also consume the medication be it prescription or over the counter in front of jail staff.
32. It is the right of the Perry County Jail staff to shakedown inmates and their quarters to detect the presence of weapons and other contraband. Interference of an officer performing a shakedown will subject an inmate to disciplinary action.
33. Unnecessary use of the intercom system is prohibited.

Inmate Disciplinary Code:

This code is to assure that control and discipline of inmates is consistent with due process standards prescribed by the courts and the Illinois Department of Corrections and to promote the welfare and safety of all persons within the jail, both inmates and corrections officers. When an inmate is charged with a violation of this code, a detailed report will be submitted by the reporting officer to the Major and the hearing officer. A hearing must be held within 72 hours of a minor violation and 48 hours of a major violation of the infraction or the discovery of it, and such report shall be placed in the file of this institution.

Any person charged with a violation of rules of behavior shall be given notice of the charge, including statement of the misconduct alleged and of the rules this conduct is alleged to violate, no less than 24 hours before the disciplinary hearing. No disciplinary hearing shall be commenced more than 8 days after the infraction or the discovery of it, unless the committed person is unable or unavailable for any reason to participate in the disciplinary proceedings.

A supervisor will may ask another supervisor to hold disciplinary hearings on a different shift due to officer involvement at the time of the alleged violations.

Good Behavior Allowances:

In disciplinary cases that may involve the loss of good behavior allowances or eligibility to earn good behavior allowances, the jail Major shall establish disciplinary procedures consistent with the following principles:

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1. The jail Major may establish one or more disciplinary boards, made up of one or more persons, to hear and determine charges. Any person who initiates a disciplinary charge against a committed person shall not serve on the disciplinary board that will determine the disposition of the charge. In those cases in which the charge was initiated by the jail Major, he shall establish a disciplinary board which will have the authority to impose any appropriate discipline.
2. Any committed person charged with a violation of rules of behavior shall be given notice of the charge, including a statement of the misconduct alleged and of the rules this conduct is alleged to violate, no less than 24 hours before the disciplinary hearing.
3. Any committed person charged with a violation of rules is entitled to a hearing on that charge, at which time shall have an opportunity to appear before and address the jail Major and/or disciplinary board deciding the charge.
4. The person or persons determining the disposition of the charge may also summon to testify any witness or other persons with relevant knowledge of the incident. The person charged may be permitted to question any person so summoned.
5. If the charge is sustained, the person charged is entitled to a written statement, within 14 days after the hearing, of the decision by jail Major or the disciplinary board which determined the disposition of the charge, and the statement shall include the basis for the decision and the disciplinary action, if any to be imposed.
6. The jail Major may impose the discipline recommended by the hearing officer or may reduce the discipline recommended; however, no committed person may be penalized more than 30 days of good behavior allowance infraction.
7. The jail Major; in appropriate cases, may restore good behavior allowances that has been revoked, suspended or reduced.

(Forfeiture of "Good Time" shall conform to the Illinois Compiled Statute, Chapter 730 ILCS 130-1, Act#130.)

Minor Inmate Disciplinary Code Violation:

1. Disrespectful language and/or conduct toward officers or other inmates.
2. Making profane or obscene remarks or gestures towards other inmates, staff members, volunteers or visitors.
3. Disobeying orders from any corrections officer.
4. Entering another inmate's cell without permission.
5. Each inmate is to remain fully dressed. Continuous wearing of only a towel or underwear is prohibited.
6. Gambling, betting or wagering of any kind.

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7. Possession of linen, uniforms and/or bedding in excess of the following: one blanket, one sheet, one mat, one towel, one washcloth, one uniform.
8. Placing a mattress, mattress cover or blanket on the floor.
9. Placing a mattress in the day room.
10. Refusing to clean living area.
11. Refusing to wear all issued clothing while outside of the cell block. (Exceptions will be made for going to recreation.
12. Refusing to return all dirty jail issued items during clothing exchange.
13. Placing a blanket or any other item over or in front of a bunk so as to prevent the visual observation of an inmate.
14. Placing a towel or other items on any light fixture.
15. Writing or marking on jail issued items or county property.
16. Covering doors or vents with any item.
17. Hanging pictures, etc., from walls, bunks, bars or ceilings.
18. Causing any type of disturbance. (Loud talking, singing, yelling, banging doors, making loud noises, beating on bunks on tables)
19. Faking Illness.
20. Faking ingestion of medication.
21. Passing notes of any kind from one block to another or out at rec.
22. Excessive use of the intercom.
23. Tearing up jail issued clothing or bedding.
24. Flushing items other than human waste or toilet paper down the cell toilets.
25. Passing commissary items from one cell block to another.
26. Tattooing or possession of tattooing materials.
27. Any violation of a minor nature not mentioned in this section.

Major Inmate Disciplinary Code Violations:

1. Battery of an officer or another inmate.
2. Causing any type of disturbance resulting in injury to anyone.
3. Possession of contraband of any kind. This includes alcohol, fermented liquid, cannabis and any compound or substance identified in Chapter 720 of the Illinois Compiled Statutes.
4. Tattooing or possession of tattooing materials.
5. Theft from any person or agency.
6. Possession of stolen property or the possession of property of another.
7. Escape or attempted escape.
8. Forgery
9. Interference with head count.
10. Unauthorized use of the telephone.
11. Setting or causing any type of fire.
12. Tampering with security equipment or blocking any locking device.

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- 13. Rioting or inciting others to riot.**
- 14. Sexual conduct with another or involvement in a sexual offense (Sexual Abuse and/or Sexual Assault).**
- 15. Engagement in any sexual activity.**
- 16. Indecent exposure.**
- 17. Making a Sexual Proposal**
- 18. Possession of any controlled medication.**
- 19. Possession of any type weapon or item that may be used as a weapon.**
- 20. Extortion, blackmail, demanding or receiving money or anything of value in return for favors or protection of any kind.**
- 21. Attempting to be or being a "cell block boss."**
- 22. Killing or attempting to kill any person.**
- 23. Threatening an officer or an inmate.**
- 24. Faking suicide.**
- 25. Tamping with or Dismantling E-Cigarettes.**
- 26. Possession of any tobacco products, matchers or lighters.**
- 27. Being found guilty of any three (3) minor violations within a thirty (30) day period.**
- 28. No tampering televisions, lighting fixtures, and cameras.**
- 29. Any violation of a major nature not mentioned in this section.**

Disciplinary Hearing:

A disciplinary hearing is a fact finding investigation. The Disciplinary Officer is not required to adhere to the basic rules of evidence. The Disciplinary Officer will inquire into and hear charges. He/she may call any witnesses that he/she deems necessary. Probable cause must be found before the Disciplinary Officer can determine guilt or innocence. In the event that an inmate is found guilty, the Disciplinary Officer will decide what disciplinary actions to take pursuant to this code. The Disciplinary Officer shall have the right to review past behavior of the inmate to help determine disciplinary action. During the inquiry into the charges, the Disciplinary Officer may feel that the inmate is not guilty of the alleged offense, but may be guilty of a lesser or more serious offense. Where the facts relating to a particular charge against an inmate appears to constitute a violation of county, state or federal statutes, the matter will be forward to the proper authorities. This will also include civil action. Such referrals will be in addition to and not in lieu of action taken by the Disciplinary Officer under the provisions of this code.

Segregation:

An inmate may be segregated from the rest of the jail population as a part of the penalty for a major violation if the jail authorities felt that he/she constitute a threat to the order and management of the Perry County Jail. A hearing will be held within twelve (12) hours.

An inmate can also be segregated pending an investigation if he or she constitutes a threat to another inmate, corrections officer himself/herself or good order and

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management of the Perry County jail. He/she shall receive all privileges during this period and a hearing shall be held within forty-eight (48) hours.

Penalties:

The Disciplinary Officer, upon determining probable cause and guilt, shall impose a penalty in accordance with the criteria set forth below:

Minor Violations:

Minor violations of conduct rules are those for which the penalty does not exceed a reprimand or loss of privileges or segregation for more than seventy-two (72) hours.

Major Violations:

Major violations are those for which the penalty may be more severe, such as forfeiture of good time, transferring to a higher classification of custody or any other change in status which may tend to adversely affect an inmate's time or release or the filing of additional charges subject to prosecution through the court system.

The penalty for a major violation will depend on the severity of the violation. This may range from the loss of privileges in excess of seventy-two (72) hours to segregation for an undetermined length of time and will be reviewed by the Major or the Sheriff every seven (7) days. Any penalty imposed for a major violation will be reviewed by the Major or higher authority who may lessen, but not increase such penalty. The offender shall be provided with the opportunity to request a review by an impartial officer.

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Acknowledgment/Receipt of Perry County Jail Handbook: 3rd Amended 01-02-2024

-This handbook is a Revised Edition of the Inmate Hand Book published January 2024. The rules and regulations contained herein revoke and supersede the rules and regulations in the 2016 handbook. The rules and regulations contained in the revised handbook are in effect until superseded by a subsequent additions deletions or corrections here to.

-The purpose of the handbook is to provide information concerning rules and regulations pertaining to inmates incarcerated in the Perry County Jail. These rules and regulations are primarily directed to the inmate population and are by no means all-inclusive and the fact that a rule or regulation may not be included herein is not to be understood that a rule or regulation does not exist and/or is not published elsewhere.

-The rules and regulations contained herein are applicable to all inmates incarcerated in the Perry County Jail regardless of classification status or category. Violations of these rules and regulations by an inmate may result in disciplinary action, up to and including loss of good time and/or additional criminal charges filed.

-Any questions concerning the contents herein should be directed in writing to the Jail Major of the Perry County Jail and/or the Sheriff of Perry County.

-Inmates are advised during booking process a copy of the Inmate Handbook is on the kiosk in the cellblock. Inmates may make a formal request for a paper copy version for a \$2.00 fee to the Major of the Perry County Jail.

I acknowledge that I have been advised a copy of the Perry County Jail Handbook is posted on the kiosk of every cellblock and it is my duty read the rules for understanding and that if I have questions to the information provided I must put it in writing to the Major and/or Sheriff.

Date: _____

Inmate's Name: _____ **(signature)**

Inmate's Name: _____ **(Print)**

Booking Officer: _____ **ID#:** _____