



**DEPARTMENT OF CORRECTIONS
Programs**



Title:	Religious Property Approved for Volunteers to Bring into ODOC Institutions	DOC Policy: 90.2.3
Effective:	11/14/08	Supersedes: N/A
Applicability:	Institution staff, Religious Services staff and volunteers	
Directives Cross-Reference:	Rules: Religious Activities – Div 143 Volunteers/Student Interns – Div 015	
Attachments:	Religious Property Approved for Volunteers to Bring into Institutions	

I. PURPOSE

The purpose of this policy is to provide institution security staff, Religious Services staff and volunteers with a list of items that have been approved for Religious Services volunteers to bring inside the secure perimeter of institutions without an equipment list or authorizing memo.

II. DEFINITIONS

A. Religious Property: Items that are used or worn as part of an inmate's spirituality or cultural practice.

III. POLICY

- A. Attachment 1 is a list of the currently authorized religious items that carded Religious Services volunteers are approved to bring into all institutions.
- B. Items not covered in the attachment require prior approval from the security manager, functional unit manager, or designee. Volunteers shall check with the institution chaplain when there is a question about what is approved.
- C. Specific volunteers may also be approved to bring in more specialized items, such as tobacco, wine (up to 4 ounces), sweat lodge building and maintenance materials, and audiovisual equipment not on the attached list.
 - 1. In such cases, Religious Services staff will obtain written approval from the institution security manager, functional unit manager, or designee.
 - 2. Once written approval for special items has been given it will be entered into the computerized volunteer database w/w volunteers (VIMS) and remain operative until removed from the database.

IV. IMPLEMENTATION

Attachment 1 may be updated by Religious Services in consultation with institution security managers without revising the policy. The updated attachment will be distributed as necessary.

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Basin (foot washing)	Medicines/Herbs (Native American & earth based)
Beads (japa, mala, rosary, tasbih, etc.)	Musical Instruments & Equipment
Bell (meditation, etc.)	Oil (anointing or essential)
Books (religiously appropriate)	Overhead Transparencies (instructional)
Bowl	Paper Towels (foot washing)
Cassette Tapes (religiously appropriate)	Picture(s) (religiously appropriate)
CD's (religiously appropriate)	Pillow (meditation/prayer)
DVD's (religiously appropriate)	Pipe - Ceremonial (Native American)
Feathers (prayer)	Printed Articles (religiously appropriate)
Figurines/Icons	Ribbon(s)
Grape/Apple Juice (communion)	Robes/Vestments (for ritual use)
Head Covering (koofi, tayka, yarmulke, etc.)	Rug (prayer)
Incense	Salt
Incense Holder	Shawl (prayer)
Instructional Aides	Shorts
Literature (religiously appropriate)	Study Manuals (classroom)
Mats (meditation/prayer)	Videos (religiously appropriate)
Medicine Bag(s) (Native American)	Wafers or Bread Products (communion)