

MARIN COUNTY SHERIFF'S DEPARTMENT  
CUSTODY DIVISION POLICY AND PROCEDURES MANUAL

**CHAPTER 7 - INMATE PROGRAMS**  
CUS - 7-10  
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DATE  
06-05-95

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**BOOKS, NEWSPAPERS AND PERIODICALS**

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**POLICY**

All books, magazines and periodicals must be prepaid and delivered to Marin County Jail by the U.S. Postal Service. All books, magazines and periodicals must be mailed directly from the publisher or a bookstore.

**PROCEDURE**

All publications received for an inmate will be inspected by Prisoner Services for contraband. This inspection includes unwrapping the publication, checking the binding for contraband, flipping through pages and whatever else is necessary to ensure the publication is free of contraband.

Obscene publications or writings will not be accepted. For the purpose of a general definition of obscene publication, the following rule shall be the guide in this facility: No publication depicting exposure of male or female sex organs or acts of sexual intercourse (actual or simulated) will be permitted for possession by inmates. Any writings that tend to incite murder, arson, riot, violent racism or any other form of violence, or any other matter concerning gambling or a lottery are not allowed.

Inmates are authorized to have a total of five books/magazines in their possession and one newspaper. This number excludes a Bible and school materials. This total does include personal as well as library books/magazines. It is the responsibility of the inmate to dispose of personal magazines/newspapers prior to receiving another. The inmate may donate the magazine/newspaper to the library or throw it away. These items will not be placed into the inmate's property.

Books, magazines and periodicals will be delivered to the inmate with all other mail. If a magazine or periodical is refused because of contraband or content, the inmate is notified and the item is placed in their property. If a book is refused because of content or contraband, it will be returned to the bookstore or publisher. Books, magazines and periodicals will not be forwarded upon the release of an inmate. Such materials are stamped "Return to Sender" and are placed with the outgoing mail.

**RELATED STANDARDS**

Title 15, Article 6, Section 1066  
Chapter 4, Section 15  
Chapter 7, Section 1

DATE REVISED  
08-03-94

By order of

DANIEL PAYNE  
BUREAU COMMANDER