

## 5-43/000.00 - Inmate Library Services

### PURPOSE OF ORDER:

The purpose of this order is to address inmate library services at the Inmate Reception Center (IRC).

### SCOPE OF ORDER:

This order shall apply to all personnel assigned to and/or working in any capacity at IRC.

### ORDER:

California Code of Regulations, Title 15, section 1064 requires Type II facilities to implement written procedures for inmate library services.

The booking process at IRC typically does not surpass 96 hours and involves inmates cycling through multiple stages of classification and medical screening prior to assignment at a permanent housing facility. For this reason, IRC does not maintain a full service library for inmates engaged in the booking process. However, books that have been left behind by released inmates are collected at custody line and made available to inmates who request reading material during the booking process.

Upon completion of the entire booking process, inmates are assigned to a permanent housing facility, where they shall have full access to a library with legal, religious, educational, and recreational reading materials. For additional information, please refer to the Custody Division Manual (**CDM**) **Section 5-13/150.00 Library Services**.

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