

**MAINE DEPARTMENT OF CORRECTIONS
ADULT FACILITY RESIDENT ALLOWABLE PROPERTY LIST
FEMALE RESIDENTS**

** Non-Transferable Between DOC Facilities*

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
ELECTRONIC EQUIPMENT & COMPONENTS		
BOX LOCK, COMBINATION	1	State Issue (replacements will be resident's responsibility - one for one basis) *Non-Transferable NOTE: Residents required to secure property box. Staff will secure lock upon completion of inventory.
ID CARD	1	State Issue (Replacement at resident's expense) - PROPERTY OF THE STATE
STORAGE BOX OR LOCKER	1	State Issue *Non-Transferable
ELECTRONIC EQUIPMENT & COMPONENTS		
AA/AAA BATTERIES	8	Canteen Purchase. A resident can only possess batteries if they have a battery operated device (shaver and/or a TV remote controller) and a set of spare batteries, i.e., 2 batteries plus 2 spares for a shaver, 2 batteries plus 2 spares for a remote.
AM/FM RADIO - CLEAR CASE - NO SPEAKERS	1	Canteen Purchase
ANTENNA (AS APPROVED BY DEPT.)	1	Canteen Purchase
AUDIO BOOKS	Included in total count of 30 CDs	Must be ordered from a publisher or APPROVED commercial distributor.
AUDIO CDs (NO EXPLICIT LYRICS) AND CD CLEANING DISC (ALL MUST HAVE FACTORY LABEL)	30 (Religious CDs and videogames will be included in total count)	NO HYBRID CDs - NO DVDs (EXCEPT AS SET OUT BELOW) OR COMBINATION AUDIO/VIDEO CDs, MUST BE MARKED WITH RESIDENT'S NAME & MDOC NUMBER EXPLICIT LYRICS, EITHER FACTORY LABELED OR DETECTED DURING REVIEW, ARE NOT ALLOWED
CABLE SPLITTER, TV CABLES, INCLUDING HD CABLES, ADAPTERS, ETC.	DETERMINED BY FACILITY	Canteen Purchase IF ITEMS ARE DETERMINED NECESSARY BY FACILITY
CD PLAYER LENS CLEANER	1	Canteen Purchase
CD STORAGE CASES	2	Canteen Purchase - Clear Only
CLEAR ADAPTER	1	Canteen Purchase
CLEAR EARBUDS	1	Canteen Purchase
COAXIAL CABLE	1	Canteen Purchase - 3' or 6'
DISC PLAYER W/AC ADAPTER & MINI HEADPHONES (CLEAR CASE)	1	Canteen Purchase
DVDs - EDUCATION/ TREATMENT/PROGRAM		As provided by education/treatment/program staff, must be for current education/treatment/program needs
DVDs - RELIGIOUS		As provided by facility chaplain, or other designated facility staff

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
HEADPHONE EXTENSION & ACCESSORY KIT	1	Canteen Purchase NOT TO EXCEED 6'
HEADPHONES W/ADAPTER	1	Canteen Purchase (IN ADDITION TO MINI HEADPHONES W/DISC PLAYER)
MEMORY CARD FOR VIDEOGAME PLAYER	2	Canteen Purchase
PERSONAL COMPUTER TABLET & COMPONENTS (EAR BUDS & AC ADAPTER)	1	Canteen Purchase
PERSONAL COMPUTER TABLET PROTECTIVE COVER	1	Canteen Purchase
REPLACEMENT CUTTER/FOIL SHAVER HEAD	1	Canteen Purchase
TV (CLEAR CASE)	1	Canteen Purchase - No Speakers, 15" OR LESS (DIAGONALLY MEASURED)
TV REMOTE CONTROLLER (requires 2 AAA batteries)	1	Canteen Purchase, only if allowed by facility
VIDEOGAME CDs	Included in total of 30 (with audio CDs)	Max. Rating "T"
VIDEOGAME CONSOLE WITH BUILT-IN GAMES: NINTENDO, SUPER NINTENDO, OR SEGA-GENESIS	1	Privilege Level 4 only. Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property. Must be ordered through practices established by the facility
VIDEOGAME PLAYER PLAYSTATION 2 - NO MODEM - CD TYPE ONLY W/APPROPRIATE CABLES/ADAPTERS) and GAME CONTROLLER	1	Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property. Canteen Purchase MAY ONLY BE USED TO PLAY VIDEO GAMES OR AUDIO CDs. (Only "grandfathered" PlayStation 2s are allowed & no new purchases)
BEDDING/LINEN		
BEDSHEETS	2	State Issue - *Non-Transferable
BLANKETS	2	State Issue - *Non-Transferable
BLANKET - PERSONAL	1	Only allowed for residents IN MINIMUM SECURITY FACILITIES and IN MINIMUM SECURITY HOUSING UNITS and in OTHER HOUSING UNITS as allowed by CAO. Canteen Purchase (availability pending) or acquired through practices established by the facility. Purchase price may not exceed \$50.00.
MATTRESS	1	State Issue - *Non-Transferable
PILLOW	1	State Issue - *Non-Transferable
PILLOW CASE	1	State Issue - *Non-Transferable
TOWELS	3	State Issue - *Non-Transferable
WASHCLOTHS	2	State Issue - *Non-Transferable
CRAFT SUPPLIES		
CRAFT PROJECTS IN PROGRESS	2	
CROCHET HOOKS	4 PLASTIC	Maximum length of 6 inches.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
CROCHETED BLANKET	1	
KNITTING NEEDLES	2 PAIR PLASTIC	Maximum gauge of 9mm.
MDOC ISSUED CRAFT TOTE	1 - If approved for participation in craft projects	All craft property items shall fit in the craft tote to be considered allowable to include projects being worked on, yarn supplies, needles and hooks.
YARN	A quantity that will fit into the MDOC issued craft tote	

FOOTWEAR/CLOTHING

The purchase of personal clothing items in styles & colors other than those allowed at secure facilities may be allowed ONLY IN MINIMUM SECURITY FACILITIES	Must remain within the maximum quantity	Must be acquired through practices established by the facility. *Non-transferable if going to a higher security facility.
ATHLETIC SUPPORTERS, i.e., ANKLE, KNEE, WRIST	2 EACH	Canteen Purchase
BALL CAP	1	Gray Only - Canteen Purchase
BALL CAP (WHITE)	1	Food Service Worker Only, if allowed by facility. Replacement is resident's responsibility
BATHROBE	1	State Issue - Blue Only
BELT OR SUSPENDERS	1	Belt - Approved Color Only - State Issue
BRAS	7	White only - Canteen purchase or up to 4 that are state issue for a total of 7
COAT HANGERS	If allowed at facility	State Issue * Non-transferable
GLOVES/MITTENS (SEASONAL)	1 PAIR	State Issue
GYM SHORTS (NO CUT OFFS) WORN IN LIVING AREA AND TO AND FROM REC ONLY	2 PAIR	7" - 9" inseam - Gray Only Canteen Purchase
INSOLES	1 SET PER FOOTWEAR	Canteen Purchase
JEANS	4 PAIR	State Issue
LAUNDRY BAGS	2	State Issue - White Only (IF REQUIRED BY FACILITY) *Non-Transferable
NIGHTGOWN	1	State Issue - Gray only
ODOR EATERS	1 SET PER FOOTWEAR	Canteen Purchase
SHIRTS	4	Blue Only - State Issue
SHOELACES	1 SET PER FOOTWEAR	Received with footwear
SHOWER SHOES	1 PAIR	State Issue or Canteen Purchase
SNEAKERS/SHOES/ BOOTS	2 PAIR	One pair of sneakers/shoes/boots allowed in at Intake, otherwise State issue or Canteen purchase. Total of two pairs allowed at transfer. No steel toe, steel shank or composite toe footwear. Footwear value may not exceed \$100.00.

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
SOCKS OR	7 PAIR	White Only - State Issue for a non-cotton blend or canteen purchase. Canteen purchase for 100% cotton socks. Only a total of 7 pairs of any type of socks is allowed.
SOCKS (DIABETIC)		Canteen Purchase or Issued by Medical. Only a total of 7 pairs of any type of socks is allowed.
SWEATPANTS	2 PAIR	Gray Only - State Issue
SWEATSHIRTS	2	Gray Only - State Issue
TANK TOPS - APPROVED TYPE WORN IN LIVING AREA AND TO AND FROM REC ONLY	3	Gray Only - Canteen Purchase
THERMAL UNDERWEAR (IF MEDICALLY REQUIRED OR ISSUED DUE TO WORK ASSIGNMENT)	2 PAIR	State Issue or Canteen Purchase
T-SHIRTS	4	Blue Only - Canteen Purchase - 4 of which are state issued
UNDERWEAR (BRIEFS) OR	7	White Only - State Issue or canteen purchase for a non-cotton blend. Canteen purchase for 100% cotton underwear (briefs). Only a total of 7 of any type of underwear is allowed.
UNDERWEAR (BOXERS)	Included in total of 7 briefs above	White Only - Canteen purchase. Only a total of 7 of any type of underwear is allowed.
WEIGHTLIFTING BELT	1	Canteen Purchase
WEIGHTLIFTING GLOVES	1 PAIR	Canteen Purchase
WEIGHTLIFTING STRAPS	1 SET	Canteen Purchase
WINTER COAT	1	State Issue
WINTER HAT	1	State Issue

HYGIENE ITEMS

(Refer to policy on what items are transferable)

Some items are transferable if in original packaging unopened and only if transferring to a lesser security facility. Permitted in State storage as allowed by facility

BARRETTES (PLASTIC)	2 PAIR	Canteen Purchase
BATTERY OPERATED SHAVERS (requires 2 AA batteries)	1	Canteen Purchase or issued by medical, only if allowed by facility
COMB	1	State Issue or Canteen Purchase
COSMETIC ITEMS (MAKE-UP)	6	Canteen Purchase
CURLING IRON	1	Canteen Purchase. ONLY ALLOWED IN MINIMUM SECURITY FACILITIES
DENTAL FLOSS	1	SHORT LENGTHS ONLY - Canteen Purchase
DENTURE CUP	1	Canteen Purchase
DENTURE ITEMS (CLEANING TABLETS/POLIGRIP, ETC.)	1 EACH	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
DEODORANT	2	State Issue or Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
DISPOSABLE RAZOR	1	State Issue - NOTE: 1 for 1 BASIS - Permitted in State storage as allowed by facility
ELECTRIC RAZOR	1	Canteen Purchase
EMERY BOARDS	2	State Issue - NOTE: 1 for 1 BASIS
FEMININE HYGIENE ITEMS	AS DETERMINED BY FACILITY	State Issue or Canteen Purchase
HAIR BRUSH	1	Canteen Purchase
HAIR CARE PRODUCTS (IN ADDITION TO SHAMPOO)	3 (AT ANY ONE TIME)	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
HAIR DRYER	1	Canteen Purchase. ONLY ALLOWED IN MINIMUM SECURITY FACILITIES
HAIR PICK	1	Canteen Purchase
LIP BALM	2	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
MOUTHWASH	2	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
NAIL CLIPPER (TOENAIL OR STANDARD)	1	Canteen Purchase
PONYTAIL HOLDERS	1 PKG.	Canteen Purchase
SHAMPOO	2	State Issue or Canteen Purchase -Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
SHAVING CREAM	2	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
SKIN CARE PRODUCTS (IN ADDITION TO SHAVING CREAM & SOAP) - INCLUDES LOTIONS, FOOT POWDER, SUNBLOCK, ETC.	3 (AT ANY ONE TIME)	Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
SOAP	2	State Issue or Canteen Purchase
SOAP BOX, CLEAR	1	Canteen Purchase
TOOTHBRUSH	1	State Issue or Canteen Purchase
TOOTHBRUSH HOLDER	1	Canteen Purchase - Clear Only
TOOTHPASTE	2	State Issue or Canteen Purchase - Transferable if in original packaging unopened. Permitted in State storage as allowed by facility
JEWELRY		
WEDDING RING, BAND TYPE, WITHOUT STONE - NO OTHER PERSONAL JEWELRY ALLOWED	1	MAY BE BROUGHT IN AT INTAKE OR RECEIVED AS PART OF APPROVED MARRIAGE CEREMONY

ITEM(S) ALLOWEDMAXIMUM QUANTITY
ALLOWEDADDITIONAL INFORMATION/REQUIREMENTS**MISCELLANEOUS ITEMS**

(Refer to policy on what items are transferable)

Some items are transferable if in original packaging unopened and only if transferring to a lesser security facility. Permitted in State storage as allowed by facility

ACCORDION FOLDER (LETTER SIZE) TO HOLD PERSONAL MAIL

1

State Issue - Replacement will be resident's responsibility - one for one basis

ACCORDION FOLDERS (LEGAL SIZE) TO HOLD LEGAL MATERIALS

2

State Issue - Replacement will be resident's responsibility - one for one basis

ADDRESS BOOK SOFTCOVER - NO WIRE

1

Canteen Purchase

ART SUPPLIES (DRAWING PAPER PADS, COLORED PENCILS)

1 PAD - 1 SET PENCILS (not to exceed 36 pencils)

Canteen Purchase

ASPIRIN, TYLENOL, ADVIL, COUGHDROPS, ANTACIDS, MULTI-VITAMINS, FISH OIL AND OTHER NON-PRESCRIBED MEDICATIONS

DETERMINED BY FACILITY

State Issue or Canteen Purchase

CALCULATOR, CLEAR

1

Canteen Purchase

CALCULATOR, SCIENTIFIC

1

Canteen Purchase, only if allowed by facility

CALENDAR

2

Canteen Purchase for personal OR one religious (via publisher, commercial distributor or religious catalog)

CELL FAN 6"

1

*Non-transferable to MSP - upon transfer to MSP, will be processed as non-allowable

CELL LAMP

1

Canteen Purchase

CEREAL/SOUP BOWL W/LID

2

Canteen Purchase

CIGARETTES

10 PACKS/1 CARTON

Canteen Purchase. ONLY ALLOWED IN MINIMUM SECURITY FACILITIES

CLEAR HOT POT

1

Canteen Purchase, only if allowed by facility - *Non-Transferable

COFFEE CUP WITH LID

1

Canteen Purchase. ONLY ALLOWED IN MINIMUM SECURITY FACILITIES

DRINKING CUP, NOT INSULATED

1

State Issued

GAME DICE

6 - Maximum size of 19mm or 3/4"

Must be acquired through practices established by the facility.

HANDKERCHIEFS

3

Canteen Purchase - May not be worn on head, altered or marked. White Only.

LEGAL MATERIALS

2 legal size accordion folders provided.

May be brought in at intake, received through mail, or via Library. Any extra legal material in excess of the 2 legal size accordion folders shall be stored by facility

MEDICAL DEVICES, E.G., DENTURES, PROSTHETICS

May be brought in at intake. All new devices will be provided by Medical. Any item creating a safety or security risk must be approved by Chief Administrative Officer, or designee.

MEDICATIONS

Other than OTC medications sold in Canteen and allowed in amounts specified by the facility, all medications will be provided by Medical

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
MESH BAG FOR CANS	1	State Issue (if used by facility) one for one basis. Residents will be charged for replacements *Non-Transferable
PERSONAL CORRESPONDENCE		Must fit in the letter size accordion (provided)
PHOTO ALBUM (ONLY 1 PHOTO PER SLEEVE)	2	Canteen Purchase
PHOTOGRAPHS (NO POLAROID)	94	Received via mail or approved commercial distributor - Max. 4" x 6" - MUST NOT BE PROHIBITED UNDER POLICY 21.2 Resident MAIL – ALSO NO NUDE PHOTOS, i.e., (NO EXPOSED GENITALS, ANUS OR FEMALE BREASTS) MUST BE KEPT IN PHOTO ALBUM AND ONLY 1 PHOTO PER SLEEVE, except that if allowed by facility, photos may be displayed in designated location in cell or room, provided they do not obstruct any window and are not fixed to the wall.
PHOTOGRAPHS (GROUP)	1 on display & others in photo album	Purchased by resident at a cost of \$2.00 per photo taken by designated staff or approved resident photographer - max. 4" x 6". Residents must be fully clothed and picture must otherwise be appropriate. Must be kept in photo album and will count toward the maximum of 94 allowable photos (see above), except that if allowed by facility, one group photo may be displayed in designated location in cell or room, provided it does not obstruct any window and is not fixed to the wall. Resident must sign release of liability.
PLAYING CARDS OR PINOCHELE CARDS	2 DECKS	Canteen Purchase
POSTAGE STAMPS	2 BOOKS	Canteen Purchase
PRESCRIPTION EYEGLASSES	1 PAIR	May be brought in at intake. All new eyeglasses will be provided by Medical.
REPLACEMENT BULBS FOR LAMP	1	Canteen Purchase - one for one basis
REPLACEMENT RIBBON/TYPEWRITER RIBBON	1	Canteen Purchase
RUBBER SECURITY MIRROR	1	Canteen Purchase, if available
SUNGLASSES (NON-MIRRORED/NON-METAL)	1	Canteen Purchase
SURGE PROTECTORS	1	If allowed for sale at the facility *Non-transferable
TYPEWRITER	1	Canteen Purchase - Clear Plastic
WATCH BAND REPLACEMENT	1	Canteen Purchase
WATCH BATTERY	1	In watch - One for one exchange
WRIST WATCH	1	Canteen Purchase Only - Not allowed to be brought in at intake (Watch battery must be in watch)
WRITING SUPPLIES (PAPER, JOURNAL, ENVELOPES, ETC.) PENS (BLUE - CLEAR BARREL ONLY), GREETING CARDS	1 journal	Canteen Purchase. For personal use and other items as specified by facility

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
YOGA MAT	1	Dimensions: 24" x 72" Thickness: up to 3/32 inch (3 mm) Plum color only - Canteen Purchase only if allowed in housing unit. Only 1 yoga mat is allowed.

MUSICAL INSTRUMENTS - MUST BE ORDERED THROUGH PRACTICES ESTABLISHED BY FACILITY

GUITAR W/FOLLOWING ACCESSORIES: Guitar Strings (exchanged on a one to one basis, as established by Facility). Soft case, plastic guitar picks, plastic key winder, guitar strap	1	Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property. Purchase price may not exceed \$600 (electric) and \$400 (acoustic). Storage and use of guitars and guitar effects, (continued below)
GUITAR PEDAL	1	(same as above) pedals will be determined by each facility based on space constraints etc., (e.g., stored in cells/rooms, stored in music room, stored in recreation- allowed for use in cells/rooms, in music room, in recreation, etc.)
HARMONICA	1	Allowable as extra allowable property, as set forth in Department Policy 10.1, Resident Allowable Property

PUBLICATIONS

DICTIONARY	1	Canteen Purchase - will be counted in total book count
EDUCATION/TREATMENT/ PROGRAM MATERIALS		As provided by education/treatment/program staff, must be for current education/treatment/program needs
HARDCOVER /SOFTCOVER BOOKS, NEWSPAPERS, MAGAZINES	15	Newspapers or magazines DIRECTLY from publisher or commercial distributor, books DIRECTLY from publisher or APPROVED commercial distributor. Packing list/invoice must be included with shipment for books.
HARDCOVER /SOFTCOVER RELIGIOUS BOOKS, NEWSPAPERS, MAGAZINES	Part of the 15 books included above	In addition to the above, these religious publications may be received directly from religious catalogs available from the facility chaplain, or other designated facility staff. Hardcover religious book(s) must be within size limits, unless CAO approves.
HARDCOVER BOOKS	Part of the 15 books included above	A hardcover book must be no more than 9" x 12" x 3" in thickness, except for hardcover textbooks for use by a resident enrolled in an authorized school or college class and must be disposed of after the class is completed, unless approved by the CAO. *Non-transferable if it exceeds size limits.
POLITICAL MATERIALS, E.G., BROCHURES, PAMPHLETS, CATALOGS	MUST FIT IN THE LETTER SIZE ACCORDION FOLDER PROVIDED	Received through the Mail
RELIGIOUS MATERIALS, e.g., BROCHURES, PAMPHLETS, CATALOGS	MUST FIT IN THE LETTER SIZE ACCORDION FOLDER PROVIDED	May be acquired in accordance with Policy 24.3, Religious Services

RELIGIOUS ITEMS

RELIGIOUS ITEMS (OTHER THAN RELIGIOUS PUBLICATIONS, RELIGIOUS AUDIO CDs, DVDs AND VIDEOGAMES)		May be acquired in accordance with Policy 24.3, Religious Services, except that allowable religious headwear may be brought in at Intake
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WORK RELEASE (ONLY FOR RESIDENTS ON WORK RELEASE)

<u>ITEM(S) ALLOWED</u>	<u>MAXIMUM QUANTITY ALLOWED</u>	<u>ADDITIONAL INFORMATION/REQUIREMENTS</u>
Work-related clothing, footwear, outer wear, tools and other work-related items, e.g., individual lunch cooler, apron, visor, etc.	1	Must be purchased through the facility canteen services or other arrangements made by the facility. *Non-Transferable
WATER JUG	1	Canteen purchase. If allowed by facility. *Non-Transferable