

<b>NEVADA DEPARTMENT OF CORRECTIONS</b>	<b>SERIES 700 INMATE REGULATIONS</b>	<b>SUPERSEDES: AR 705 (09/06/03)</b>
<b>ADMINISTRATIVE REGULATIONS MANUAL</b>	<b>ADMINISTRATIVE REGULATION 705 INMATE GROOMING AND PERSONAL HYGIENE</b>	<b>EFFECTIVE DATE:  11/15/04</b>

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### **PURPOSE**

To establish guidelines for inmate grooming, including hairstyles, bathing and personal attire.

### **AUTHORITY**

NRS 209.131

### **RESPONSIBILITY**

Each inmate is responsible to maintain sanitary conditions, including personal hygiene and cleanliness of living and work areas.

The Department is responsible to provide necessary resources so that all inmates can maintain appropriate personal hygiene, appearance, and cleanliness of their living and work areas.

### **DEFINITIONS**

**DEPARTMENT** – The Nevada Department of Corrections.

**APPLICABILITY**

All inmates under the jurisdiction and/or control of the Department.

**PROCEDURES**

**705.01 INMATE HAIR STYLES**

1.1 Inmates shall be permitted freedom in personal grooming as long as their appearance does not conflict with the institution's requirements for safety, security, identification and hygiene. **(3-4270)**

1.1.1 Male inmates may have sideburns, beards, and moustaches, provided they are kept clean and neat, subject to provisions in this regulation.

1.1.2 Beards, sideburns and moustaches may be required to be removed for security reasons.

1.2 Each Warden/Facility Manager will provide adequate space and equipment and offer inmate barbering and hair grooming services. **(3-4325)**

1.2.1 Equipment will be inventoried and secured when not in use.

1.2.2 Equipment will be maintained under proper sanitary conditions.

1.2.3 Hair cutting area shall permit close observation by staff.

1.2.4 Inmates in segregation housing will receive barbering and hair care service on the same basis as general population inmates. **(3-4251)**

1.3 During the intake process inmates may be required, for health and/or security reasons, to submit to a haircut and/or shave. If the inmate declines to have a haircut or shave as required, staff should use the appropriate method, including reasonable force, to ensure that the inmate complies.

1.4 Head or facial hair is subject to the following prohibitions and limitations:

1.4.1 Inmates may not possess or wear artificial hairpieces.

1.4.2 Where health standards indicate, inmates working in food preparation or food serving areas will wear hairnets or other appropriate head coverings required by the work supervisor.

1.4.3 Inmates on assignments where protective headgear (safety helmets) is required must cut and trim their hair to a sufficient length to permit the hair to be tucked under the protective headgear.

1.4.4 Inmates who work around machinery, which is likely to cause injury if long hair is worn, must wear hairnets or other head coverings required by the work supervisor.

1.4.5 Additional restrictions may be placed on the length of hair or facial hair when qualified medical, safety, and/or custody personnel recommend the restriction.

1.4.6 Inmates will not be granted minimum or community trustee custody unless they meet grooming standards for their assignments.

- Inmates who refuse to comply will be excluded from these assignments.

1.4.7 Inmates who significantly alter or change their appearance will be subject to the procedures as outlined in the Department's Administrative Regulation 701.

## **705.02 INMATE BATHING/HYGIENE SUPPLIES**

1.1 Inmates are required to keep themselves clean.

1.1.1 Each Warden/Facility Manager will establish institutional procedures to have the necessary water and toilet articles available to maintain health and cleanliness standards.

1.1.2 State issued hygiene supplies will be provided on an as needed basis. Item include:

1.1.2.1 Toilet paper should be issued in exchange for the empty roll.

1.1.2.2 Toothpaste should be issued in exchange for the empty tube.

1.1.2.3 Razors should be issued for exchange of a complete/intact used razor.

1.1.2.4 Toothbrushes should be issued in exchange for a used brush.

1.1.2.5 Bar soap should be issued on an as needed basis.

1.1.2.6 Special hygiene needs of female inmates should be issued on an as needed basis.

1.1.3 The frequency of such issuances may be limited in the event an inmate's use of such items is unnecessarily wasteful.

1.2 Inmates will be provided with adequate time and facilities to shower or bathe at least three (3) times per week. Inmates assigned to food services, etc. should be encouraged to bath daily. **(3-4322)**

1.3 Personal hygiene needs will not be denied for disciplinary reasons, however, may be denied temporarily for safety or security reasons.

1.4 Upon admission into the Department or received at another institution/facility, staff will: **(3-4324)**

1.4.1 Issue each inmate soap, toothpaste, and toilet paper.

1.4.2 Upon request, shaving equipment should be made available.

1.4.3 Special hygiene needs of females will be met.

### **705.03 INMATE ATTIRE**

1.1 Inmates may be permitted to wear personal clothing, provided the clothing does not present a security risk, is not prohibited by the institution/facility, and complies with the Department's Administrative Regulation 711.

1.2 Where personal clothing is not allowed or is severely limited due to reasons of security, inmates should be issued sufficient clothing suitable for climatic conditions. **(3-4317)**

1.3 All clothes worn by the inmates will be appropriate size, i.e. no baggie pants, etc.

### **705.04 SANITATION RESPONSIBILITIES OF INMATES**

1.1 All inmates will:

1.1.1 Be responsible for the cleanliness of their working and living area, including walls, floors, sink, toilet, windows, and other property within their room, cell or living area unless a specific assignment covering any portion or item therein has been given, by proper authority, to another inmate or person.

1.1.2 Be responsible for the proper use and care of any cleaning equipment or materials issued to them by the person in charge of the area.

1.1.3 Exchange soiled linen, bedding and clothing as provided for in the rules of the institution/facility in order to keep their person in a sanitary condition.

1.1.4 Avail themselves to all shaving, bathing, hand washing, and barber facilities as provided.

1.1.5 Brush and or clean their teeth and dentures regularly as required in order to protect and properly care for their teeth and practice appropriate sanitation of their mouth.

1.1.6 Report to the medical staff of the Department any illness or disease contracted, or has reason to believe has contracted, and any injury requiring treatment or becoming infected.

1.1.7 Obey all direct orders of any staff member pertaining to action they are directed in order to conduct themselves and maintain themselves and assigned living or work area (or any other area in which the inmate may be present) in a sanitary manner.

1.1.8 Not smoke at any time or in any place when or where smoking is prohibited, and will be required to use smoking materials only in an authorized manner, including disposing of butts and scraps of such materials in a safe and sanitary manner so as to not endanger themselves or others by carelessness or other misuse of such materials.

## **705.05 INMATE HOUSING**

### **1.1 Toilets (3-4132)**

1.1.1 Inmates will have access to toilets and hand-washing facilities 24-hours per day and are able to use toilet facilities without staff assistance when they are confined to their cells/sleeping areas.

1.1.2 Toilets will be provided at a minimum ratio of one (1) for every twelve (12) inmates in male facilities and one (1) for every eight (8) in female facilities.

1.1.2.1 Urinals may be substituted for up to one-half of the toilets in men's facilities.

1.1.2.2 All housing units with three or more inmates have a minimum of two Toilets.

1.1.2.3 These ratios apply unless national or state building or health codes specify a different ratio.

### **1.2 Wash Basins (3-4133)**

1.2.1 Inmates will have access to operable washbasins with hot and cold running water in the housing units at a minimum of one (1) basin for every twelve (12) occupants.

1.2.2 This ratio applies unless national or state building or health codes specify a different ratio.

