

**TITLE 10A
CORRECTIONS**

CHAPTER 1

**ADMINISTRATION, ORGANIZATION
AND MANAGEMENT**

Authority

N.J.S.A. 2C:39-1, 30:1B-6, 30:1B-10, 30:4-123.47(c) and 52:27EE-26; the Americans with Disabilities Act, 42 U.S.C. §§12101 et seq.; and the Federal Prison Rape Elimination Act of 2003 (PREA), 42 U.S.C. §§15601 et seq.

Source and Effective Date

R.2008 d.190, effective June 17, 2008.
See: 40 N.J.R. 1736(b), 40 N.J.R. 4323(a).

Chapter Expiration Date

In accordance with N.J.S.A. 52:14B-5.1b, Chapter 1, Administration, Organization and Management, expires on June 17, 2015. See: 43 N.J.R. 1203(a).

Subchapter 3, Disability Discrimination Grievance Procedure, is exempt from expiration pursuant to 28 C.F.R. Part 35.

Chapter Historical Note

Chapter 1, Administration, Organization and Management, was adopted as R.1987 d.282, effective July 6, 1987. See: 19 N.J.R. 620(a), 19 N.J.R. 1214(a).

Subchapter 2, General Provisions, was adopted as R.1988 d.240, effective June 6, 1988. See: 20 N.J.R. 493(a), 20 N.J.R. 1222(c).

Subchapters 3 through 10, (Reserved), and Subchapter 11, Personal Property of Inmates, were adopted as R.1988 d.306, effective July 5, 1988. See: 20 N.J.R. 494(a), 20 N.J.R. 1559(b).

Pursuant to Executive Order No. 66(1978), Chapter 1, Administration, Organization and Management, was readopted as R.1992 d.269, effective June 1, 1992. See: 24 N.J.R. 1465(a), 24 N.J.R. 2451(c).

Subchapter 3, Disability Discrimination Grievance Procedure, was adopted as R.1993 d.617, effective December 6, 1993. See: 25 N.J.R. 1326(b), 25 N.J.R. 5474(a).

Pursuant to Executive Order No. 66(1978), Subchapter 1, Operation and Procedures of the Department of Corrections; Subchapter 2, General Procedures; Subchapters 4 through 9, (Reserved); Subchapter 10, Research; and Subchapter 11, Personal Property of Inmates, expired on June 1, 1997.

Subchapter 1, Operation and Procedures of the Department of Corrections; Subchapter 2, General Procedures; Subchapters 4 through 9, (Reserved); Subchapter 10, Research; and Subchapter 11, Personal Property of Inmates, were adopted as R.1997 d.527, effective December 15, 1997. See: 29 N.J.R. 4231(a), 29 N.J.R. 5296(a).

Chapter 1, Administration, Organization and Management, was readopted as R.2003 d.176, effective April 9, 2003. See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Subchapter 4, Inmate Remedy System, was adopted as new rules by R.2008 d.171, effective June 16, 2008. See: 39 N.J.R. 2188(a), 40 N.J.R. 3718(d).

Chapter 1, Administration, Organization and Management, was readopted as R.2008 d.190, effective June 17, 2008. See: Source and Effective Date. See, also, section annotations.

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SUBCHAPTER 1. OPERATION, PROCEDURES AND RULEMAKING ACTIVITY OF THE DEPARTMENT OF CORRECTIONS

10A:1-1.1 Functions of the agency

(a) The Department of Corrections (DOC), created by statute in 1976, is a principal Department in the Executive Branch of New Jersey State Government (see N.J.S.A. 30:1B-2). The functions of the DOC are to:

1. Protect the public and provide for the custody, care, discipline, training and treatment of persons committed to State correctional facilities;
2. Supervise and assist in the treatment and training of persons in local correctional and detention facilities, so that such persons may be prepared for release and reintegration into the community;
3. Cooperate with other law enforcement agencies of the State to encourage a more unified system of criminal justice.
4. Provide maximum security confinement for offenders whose demonstrated propensity to acts of violence requires that these offenders be separated from the community;
5. Develop alternatives to conventional incarceration for offenders who can be dealt with more effectively in less restrictive community based facilities and programs;
6. Provide an environment for incarcerated persons which encourages rehabilitation and reintegration into the community; and
7. Protect the incarcerated offender from victimization within the correctional facilities of the DOC.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (a)1, deleted "or released on parole" following "committed to State correctional facilities".

Amended by R.2011 d.022, effective January 18, 2011.

See: 42 N.J.R. 2194(a), 43 N.J.R. 188(a).

In the introductory paragraph of (a) and in (a)7, substituted "DOC" for "D.O.C." throughout; and in the introductory paragraph of (a), inserted "(see N.J.S.A. 30:1B-2)".

Case Notes

Department of Corrections was authorized to discipline a prisoner, who tested positive for cocaine and opiates upon his return to a State prison after escaping from a halfway house, for violating the Department's regulation prohibiting the use of drugs; under N.J.S.A. 30:1B-3 and N.J.S.A. 30:4-91.3, the Commissioner of Corrections maintains authority over adult offenders committed to State correctional institutions, even at times when they are physically outside prison walls. *Ries v. Dep't of Corr.*, 396 N.J. Super. 235, 933 A.2d 638, 2007 N.J. Super. LEXIS 328 (App.Div. 2007).

10A:1-1.2 Procedure to petition for rulemaking

(a) Pursuant to N.J.S.A. 52:14B-4(f), an interested person may petition for the promulgation of a new rule, or amendment or repeal of any existing rule of the Department of Corrections. A petition shall:

1. Be in writing;
2. Be legible and intelligible; and
3. Be signed by the petitioner.

(b) Each petition shall contain the following information:

1. The full name and address of the petitioner;
2. Citation of the rule for which the petition is made, using N.J.A.C. references, where applicable;
3. A clear and concise statement summarizing the substance of the rule sought or change to be suggested that may include the text of the suggested new rule or amended rule;
4. A specific statement explaining why the suggestion is being offered and summary of reasons therefor; and
5. A citation of statutory authority under which the Department of Correction is authorized to act.

(c) The petition shall be sent to the Supervisor, Administrative Rules Unit, Office of the Commissioner, Department of Corrections, Cubberly Building, PO Box 863, Trenton, New Jersey 08625-0863.

(d) A document submitted as a petition for rulemaking shall be reviewed by the Commissioner or designee. The document shall be deemed to be a petition for rulemaking based upon, but not limited to, substantial compliance with (a) through (c) above and the following guidelines, as applicable to the suggested new rule, amended rule or repealed rule (see definition of an "administrative rule" at N.J.S.A. 52:14B-2(e)):

1. The Department has the legal authority to promulgate the suggested rule;

2. Any item, article or material found within the facility or on its grounds which has not been issued by the correctional facility or authorized as permissible for retention or receipt;

3. Any item, article or material found in the possession of, or under the control of, staff or visitors within the facility or on its grounds which is not authorized for receipt, retention or importation;

4. Any item, article or material that is authorized for receipt, retention or importation by inmates, staff or visitors but that is found in an excessive amount or that has been altered from its original form. An amount shall be considered excessive if it exceeds stated correctional facility limits or exceeds reasonable safety, security, sanitary, or space considerations; or

5. Any article that may be harmful or presents a threat to the security and orderly operation of the correctional facility shall be considered contraband. Items of contraband shall include, but shall not be limited to: guns and firearms of any type; ammunition; explosives; knives, tools and other implements not provided in accordance with correctional facility regulations; hazardous or poisonous chemicals and gases; unauthorized drugs and medications; medicines dispensed or approved by the correctional facility but not consumed or utilized in the manner prescribed; intoxicants, including, but not limited to, liquor or alcoholic beverages; and where prohibited, currency, stamps and electronic communication devices.

“Counsel substitute” means an individual, such as an inmate paralegal, teacher or social worker, who represents and defends an inmate at a disciplinary hearing proceeding that is conducted within a correctional facility under the jurisdiction of the Department of Corrections.

“Custody staff” except as otherwise provided, means Custody Supervisors, Senior Correction Officers and Correction Officer Recruits who have been sworn as peace officers.

“Custody status” means the custody assignment of an inmate. There are six categories:

1. Close custody;
2. Maximum custody;
3. Medium custody;
4. Gang minimum custody;
5. Minimum custody; and
6. Community custody.

“Deadly force” means force which a custody staff member uses with the purpose of causing, or which the custody staff member knows will create a substantial risk of causing, death or serious bodily harm.

“Department” means the New Jersey Department of Corrections.

“Departmental Research Review Board (DRRB)” means the members of a board, authorized by the Commissioner or designee, responsible for the review of requests to conduct research within the Department of Corrections.

“Deputy Commissioner” means Deputy Commissioner of the New Jersey Department of Corrections.

“Detainer” means a warrant or formal authorization to hold an inmate for prosecution or detention by a Federal, state or local law enforcement agency or the U.S. Immigration and Customs Enforcement (ICE). Detainers may include, but are not limited to:

1. Adjudicated criminal charges for which sentence has been imposed;
2. Criminal charges resulting from indictment, for which there is no final disposition (open charges);
3. Warrants for violation of parole or probation; and
4. Immigration detainers.

“Director” means the executive officer next in rank to the Assistant Commissioner (Chief Executive Officer) of a Division within the Department of Corrections.

“Disciplinary detention” shall mean removal of an inmate from the general population to a short-term close custody unit because of a disciplinary infraction(s).

“Disciplinary Hearing Officer” means a staff member of the Department of Corrections designated to hear and adjudicate inmate violations of prohibited acts.

“Disciplinary report” means a form on which a violation of a prohibited act is recorded along with other pertinent information.

“Disciplinary sanction” means a prescribed penalty that is imposed for violation of a prohibited act.

“Division of Operation” means the administrative unit that is responsible for the administration of all correction facilities within the New Jersey Department of Corrections.

“Division of Programs and Community Services” means the division within the Department of Corrections that is responsible for correctional facility and community-based program opportunities for inmates, which include the offices of Community Programs, Drug Programs, Educational Services, Transitional Services, and Internal Support and Outreach Services.

“DNA” means deoxyribonucleic acid.

“DNA sample” means a blood or other biological sample provided by any person pursuant to the DNA Database and Databank Act of 1994 (N.J.S.A. 53:1-20.17 et seq.).

“Domestic partner” or “partner” means a person who is in a relationship that satisfies the definition of a domestic partnership as set forth in the New Jersey “Domestic Partnership Act,” N.J.S.A. 26:8A-1 et seq.

“Electronic communication device” means a device or related equipment or peripheral that is capable of electronically receiving, transmitting or storing a message, image or data. Examples of such electronic devices include, but are not limited to, all types and sizes of a computer, telephone, two-way radio, camera or video/audio player/recorder, fax machine, pager or beeper, personal data assistant, hand-held e-mail system, or any other device containing a means of internet access or receiving, transmitting or storing information electronically by means of audio, visual or recorded data.

“Electronic Monitoring Program (EMP)” means a program in which an inmate lives in the community and is monitored by an electronic monitoring device.

“Family member” means:

1. Spouse;
2. Domestic Partner;
3. Partner in a civil union couple;
4. Parent;
5. Stepparent;
6. Legal guardian;
7. Grandparent;
8. Child; or
9. Sibling.

“Firearm” means any hand gun, rifle, shotgun, machine gun, automatic or semi-automatic rifle, or any gun, device or instrument in the nature of a weapon from which may be fired or ejected any solid projectable ball, slug, pellet, missile, bullet, or any gas, vapor or other noxious thing, by means of a cartridge or shell or by the action of an explosive or the ignition of flammable or explosive substances. Firearm shall also include, without limitation, any firearm, which is in the nature of an air gun, spring gun or pistol or other weapon of a similar nature in which the propelling force is a spring, elastic band, carbon dioxide, compressed or other gas or vapor, air or compressed air, or is ignited by compressed air, and ejecting a bullet or missile smaller than three-eighths of an inch in diameter, with sufficient force to injure a person (see N.J.S.A. 2C:39-1).

“General population” means the common body of inmates not assigned to Close Custody Units (see N.J.A.C. 10A:5).

“Handbook on Discipline” means a handbook published by the Department of Corrections that is provided to inmates which contains an inmate’s rights and responsibilities, the

acts and activities which are prohibited and the disciplinary procedures and sanctions imposed.

“Housing unit” means a cell, dormitory or other type of sleeping area within a correctional facility.

“Increased custody” means assignment of an inmate to a custody level that requires more supervision.

“Indeterminate sentence” means a sentence of imprisonment which contains no fixed term of duration (see N.J.S.A. 30:4-148).

“Indigent inmate” means an inmate who has no funds in his or her account and is not able to earn inmate wages due to prolonged illness or any other uncontrollable circumstances, and who has been verified as having no outside source from which to obtain funds.

“Inmate handbook” means a booklet that is provided to inmates which contains site-specific correctional facility rules and procedures, and information about services and programs. An Inmate Handbook may also mean a unit-specific handbook when identified as such. Such unit-specific handbooks shall be provided to inmates who are assigned to certain units, such as, but not limited to, a Close Custody Unit.

“Inmate Liaison Committee” means an inmate group made up of inmate representatives, authorized by the correctional facility administration to act on behalf of the inmate population of the correctional facility. Such an inmate committee may be known as something other than an “Inmate Liaison Committee.”

“Inmate personal property” means items owned by an inmate which have been approved for retention by the inmate while incarcerated in a correctional facility. Inmate personal property may also be property held by a correctional facility on behalf of an inmate and handled in accordance with N.J.A.C. 10A:1-11.

“Inmate Remedy System” means the comprehensive system through which an inmate may initially and formally submit a “Routine Inmate Request” and/or an “Interview Request” in order to obtain information, and to present issues, concerns, complaints in writing to the correctional facility staff. The Inmate Remedy System also includes an “Administrative Appeal” through which inmates are encouraged to formally appeal to the Administrator or designee the decision or finding rendered by correctional facility staff in regard to the “Routine Inmate Request” or “Interview Request” that was previously presented by the inmate. The comprehensive Inmate Remedy System consists of:

1. A “Routine Inmate Request”;
2. An “Interview Request”; and
3. An “Administrative Appeal.”

“Institutional Classification Committee (I.C.C.)” means the committee of correctional facility staff members responsible for monitoring an inmate’s progress and assigning the inmate to appropriate programs or activities. The I.C.C. may consist of subcommittees as deemed necessary.

“Institutional Classification Reception Committee (I.C.R.C.)” means the committee of staff members responsible for determining the initial custody status and correctional facility assignments of male inmates; the custody status and correctional facility assignments of male parole violators, escapees and Interstate Corrections Compact transferees; and for recommending inmates at the Central Reception and Assignment Facility (CRAF) who are considered appropriate for Protective Custody.

“Internal Management Procedures” means procedures that are issued by the correctional facility/unit Administrator or supervisor or designee to provide specific operating procedures for that particular correctional facility/unit.

“Keep separate status” means the intentional assignment of certain inmates to different correctional facilities or different units within a correctional facility, so as to maintain a separation between these inmates for administrative reasons to ensure the safe, secure and orderly operation of the correctional facility and/or in order to prevent the possibility of retaliation because of a previous act or occurrence.

“Lawfully confined” means custodial confinement in a municipal detention facility, county correctional facility or a Department of Corrections facility.

“Legal correspondence” means the exchange of letters between an inmate and:

1. An attorney of this State or any other state when properly identified as such on the outside of the envelope;
2. Offices of the Federal or State Public Defender;
3. The Office of the Attorney General;
4. Federal, State, county and municipal courts;
5. Federal, State, county and municipal court judges;
6. Offices of Legal Services;
7. Legal assistance clinics managed by accredited law schools of this or any other state;
8. The Administrative Office of the Courts;
9. Offices of the Federal, State or county Prosecutor;
10. A foreign consul;
11. The Bureau of Risk Management, New Jersey Department of the Treasury;
12. The Special Investigations Division, Department of Corrections;
13. The Corrections Ombudsperson; and
14. The Office of Administrative Law.

“Legal material” means papers or documents that are required to be filed with the court and served upon opposing parties. Legal material includes:

1. Orders required by their terms to be served;
2. Written notices;
3. Written motions;
4. Demands, or answers to demands which the inmate is required to serve, such as, for the production of documents for interrogatories;
5. Offers of judgment;
6. Designations of records on appeal;
7. Briefs;
8. Petitions;
9. Summons; and
10. Complaints.

“Mechanical restraints” means restraining devices such as, but not limited to, handcuffs, flex cuffs, leg irons, and belly chains.

“News media representative” means an individual with valid press credentials who provides any means of communication to the public.

“Non-asterisk offense” means a prohibited act that is considered less serious and results in a less severe sanction.

“Non-contact visit” means a visit between an inmate and a visitor where there is a barrier, such as, but not limited to, a window or wall between the inmate and the visitor.

“Non-deadly force” means force which is not likely to cause death or serious bodily harm.

“Non-permissible property” means property that is not identified, or exceeds the permitted amount indicated on a list of permissible property. Examples of non-permissible property include, but are not limited to, any item addressed to or received by an inmate from or someone or someplace that is not an authorized source of sale, an unauthorized item received by an inmate through the mail from an authorized source of sale, an item retained by the inmate who receives notice that such item has been deleted from the permissible property list, or an item the inmate has in his or her possession that was permitted in a certain unit or facility that is not permitted in another unit or facility.

“Objective classification” means the standardized evaluation and custody assignment score of an inmate based on the following criteria:

1. Severity of current offense;
2. Prior assaultive offense history;
3. Escape history;
4. History of correctional facility violence;

5. Prior felony convictions (initial only);
6. Education (initial only);
7. Employment (initial only);
8. Age;
9. Number of disciplinary reports (reclassification only);
10. Most severe disciplinary infraction received (reclassification only);
11. Program participation (reclassification only); and
12. System overrides.

“Office of Community Programs” means the office within the Department of Corrections, Division of Programs and Community Services, responsible for overseeing Residential Community Release Programs, such as Assessment and Treatment Centers, halfway houses, and Substance Use Disorder Treatment Programs, which provide rehabilitative and treatment services for inmates prior to their release.

“On-the-spot correction” means the immediate imposition of a sanction upon an inmate for the violation of a minor prohibited act.

“Passive canine search” means a search conducted by a canine team consisting of a handler(s) and a dog(s) specially trained to discover and passively indicate to the handler(s) the presence of various substances and/or materials.

“Pat search” means a thorough search of a fully-clothed inmate, including the clothing and personal property in the inmate’s possession.

“Personal information” means an individual’s first name or first initial and last name that is linked with any one or more of the following data elements:

1. Social Security number;
2. Driver’s license number or State identification card number; or
3. Account number or credit or debit card number, in combination with any required security code, access code or password that would permit access to an individual’s financial account.

Dissociated data that, if linked, would constitute personal information is personal information if the means to link the dissociated data were accessed in connection with access to the dissociated data. Personal information shall not include publicly available information that is lawfully made available to the general public from Federal, state or local government records, or widely distributed media (see N.J.S.A. 56:8-161).

“Prehearing detention” means removal of an inmate from the general population pending an investigation and a hearing into an alleged violation of a prohibited act.

“Prehearing Protective Custody” means the removal of an inmate from the general population by confinement to the

inmate’s cell or placement into a Close Custody Unit pending an investigation and a hearing into the need for Protective Custody placement.

“Prison Complex” means state correctional facilities designated to house inmates serving prison sentences.

“Probable cause” means reasonable ground(s) of suspicion, supported by circumstances sufficiently strong to warrant a cautious person to believe that criminal activity is taking place.

“Prohibited act” means conduct in violation of rules and regulations which will result in the imposition of sanctions.

“Protective custody” means confinement to a secure unit designated to restrict or limit an inmate’s activities and contacts with others, in order to provide protection to the inmate from injury or harm actually threatened, or reasonably believed to exist based on events, investigative reports, reports from an informant(s) or other reliable source(s) of information.

“Reasonable suspicion” means a belief that an action is necessary based upon specific and articulable facts that, taken together with rational inferences from those facts, reasonably support a conclusion.

“Regional institution” means the correctional facility designated to provide support services to a residential community program, such as, but not limited to, medical, security, administration, disciplinary returns and parole hearing scheduling.

“Relative” means:

1. Parent;
2. Legal guardian;
3. Partner in a civil union couple;
4. Spouse;
5. Domestic partner;
6. Child; or
7. Sibling.

“Responsible health authority” means a designated person within a correctional facility who shall be a physician or health administrator, such as, but not limited to, an advanced practice nurse responsible for arranging health services to all inmates. When this authority is other than a physician, medical/clinical judgments rest with a designated licensed responsible physician.

“Scanning/testing device” means a mechanical and/or electronic instrument used to identify or to detect certain substances and materials.

“Scanning/testing device operator” means an individual specially trained and authorized by the Department to operate a scanning/testing device.

“Scanning/testing device search” means a search of a person or object by exposure to a mechanical and/or electronic instrument used to detect certain substances and materials.

“Security threat group” means a group of inmates possessing common characteristics, interests and goals that serve to distinguish the group or group members from other inmate groups or other inmates and which, as a discrete entity, poses a threat to the safety of the staff, other inmates, the community or causes damage to or destruction of property, or interrupts the safe, secure and orderly operation of the correctional facility(ies).

“Shift Commander” means the custody staff member holding a supervisory rank who has been designated by the Administrator or designee as being responsible for the maintenance of security during a tour of duty in a correctional facility or unit.

“Special Investigations Division,” prior to November 17, 1999 known as the Internal Affairs Unit, means the unit responsible for conducting investigations at the discretion of the Commissioner or designee.

“Special needs inmate” means an inmate who suffers a DSM IV, axis I and/or axis II disorder which interferes with the inmate’s ability to meet the functional requirements of prison life without mental health treatment.

“Staff” means all personnel who are hired by the Department of Corrections as employees.

“State” (upper case “S”) means the State of New Jersey; “state” (lower case “s”) means a state of the United States; the United States of America; a territory or possession of the United States; the District of Columbia; and the Commonwealth of Puerto Rico.

“State DNA Databank” means the repository of DNA samples collected under the provisions of the DNA Database and Databank Act of 1994 (N.J.S.A. 53:1-20.17 et seq.).

“Strip search” means the removal or rearrangement of clothing to permit visual inspection of the person’s undergarments, buttocks, anus, genitals, or breasts.

“Suicide watch” means monitoring the activities, emotional status and behavior of inmates who are identified as emotionally troubled, mentally disturbed or otherwise deemed likely to inflict physical injury or death upon themselves.

“Weapon” means anything readily capable of lethal use or of inflicting serious bodily injury. The term includes, but is not limited to:

1. All firearms, even though not loaded or lacking a clip or other component to render them immediately operable;
2. All components that can be readily assembled into a weapon;

3. All gravity knives, switchblade knives, daggers, dirks, stilettos, or other dangerous knives, billies, black-jacks, bludgeons, metal knuckles, sandclubs, slingshots, cesti or similar leather bands studded with metal filings or razor blades imbedded in wood;

4. All stun guns; and

5. Any weapon or other device, which projects, releases, or emits a compressed gas or tear gas or any other substance or electrical signal intended to produce temporary physical discomfort or permanent injury through being vaporized or otherwise dispensed in the air (see N.J.S.A. 2C:39-1).

“Youth Complex” means State correctional facilities designated to house young adult offenders pursuant to N.J.S.A. 30:4-146.

“Zero Tolerance Drug/Alcohol Policy” means a zero tolerance for the possession/sale/use by State prison inmates of any drugs, intoxicants or narcotic paraphernalia not prescribed for the inmate by medical or dental staff. This policy establishes that inmates found guilty of drug/alcohol related prohibited acts as set forth in N.J.A.C. 10A:4-5.1(c) shall have their contact visit privileges terminated while housed in New Jersey State prisons and correctional facilities in addition to being subject to administrative action and program requirements in accordance with N.J.A.C. 10A:4, Inmate Discipline.

“Zero Tolerance for Misuse or Possession of an Electronic Communication Device Policy” means a zero tolerance for the misuse, possession, distribution, sale, or intent to distribute or sell, an electronic communication device that is not authorized for use or retention. This policy establishes that inmates who are found guilty of an electronic communication device related prohibited act as set forth in N.J.A.C. 10A:4-4.1, 5.1, and 12 shall have their contact visit privileges terminated and shall be ineligible for consideration for any custody status lower than medium custody until after the contact visit privileges are reinstated in addition to being subject to administrative action and program requirements in accordance with N.J.A.C. 10A:4, Inmate Discipline.

“Zero Tolerance of the Incidence of Sexual Assault” means the zero tolerance policy maintained by the Department for the incidence of sexual assault in accordance with the Federal Prison Rape Elimination Act of 2003 (PREA), 42 U.S.C. §§15601 et seq. (see N.J.A.C. 10A:4-12).

Amended by R.1992 d.269, effective July 6, 1992.
See: 24 N.J.R. 1465(a), 24 N.J.R. 2451(c).

Revised definition “youth complex”.
Amended by R.1993 d.246, effective June 7, 1993.
See: 25 N.J.R. 1043(a), 25 N.J.R. 2591(b).
Amended by R.1998 d.364, effective July 20, 1998.
See: 30 N.J.R. 1367(b), 30 N.J.R. 2618(b).

In “Legal correspondence”, inserted a new 10 and recodified former 10 through 12 as 11 through 13.

Amended by R.1998 d.526, effective November 2, 1998.
See: 30 N.J.R. 2810(a), 30 N.J.R. 3965(a).

Added new “Zero Tolerance Drug/Alcohol Policy” definition.

Administrative correction.

See: 31 N.J.R. 1066(a).

Amended by R.1999 d.187, effective June 7, 1999 (operative July 1, 1999).

See: 31 N.J.R. 831(a), 31 N.J.R. 1487(b).

Inserted "Special needs inmate".

Amended by R.2000 d.33, effective January 18, 2000.

See: 31 N.J.R. 3577(a), 32 N.J.R. 303(b).

Deleted "Internal Affairs Unit"; and inserted "Special Investigations Division".

Amended by R.2001 d.197, effective June 18, 2001.

See: 32 N.J.R. 2637(a), 33 N.J.R. 2082(a).

Added "Administrator", "Associate Administrator", "Canine search", "Passive canine search", "Scanning/testing device", "Scanning/testing device operator" and "Scanning/testing device search"; in "Shift supervisor", substituted "Commander" for "supervisor" and substituted "custody staff member" for "correction officer"; deleted "Superintendent".

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Added "Business day(s)", "Calendar day(s)", "Immediate family" and "Internal Management Procedures"; rewrote "Capital Sentence Unit (C.S.U.)", "Constant observation", "Custody status", "Deadly force", "Division of Programs and Community Services", "Inmate handbook", "Lawfully confined" and "Regional institution"; in "Shift Commander", inserted "holding the rank of Sergeant or higher" following "custody staff member"; in "Special Investigations Division", inserted "or designee" following "Commissioner".

Amended by R.2004 d.180, effective May 3, 2004.

See: 36 N.J.R. 6(b), 36 N.J.R. 2241(b).

In "Institutional Classification Committee (I.C.C.)", substituted "committee of" for "group of staff members within a" and "staff members" for "that is" following "correctional facility"; rewrote "Inter-Institutional Classification Committee (I.I.C.C.)".

Amended by R.2004 d.395, effective October 18, 2004.

See: 36 N.J.R. 3225(b), 36 N.J.R. 4826(a).

Added "DNA", "DNA sample" and "State DNA Databank".

Emergency amendment, R.2005 d.435, effective November 15, 2005, (to expire on January 14, 2006).

See: 37 N.J.R. 4575(a).

Added definitions "Electronic communication device" and "Zero Tolerance for Misuse or Possession of an Electronic Communication Device Policy".

Adopted concurrent amendment, R.2006 d.58, effective January 11, 2006.

See: 37 N.J.R. 4575(a), 38 N.J.R. 993(a).

Provisions of R.2005, d.435, adopted without change.

Amended by R.2006 d.151, effective May 1, 2006.

See: 38 N.J.R. 96(a), 38 N.J.R. 1836(a).

At the end of the introductory paragraph, added "unless the context clearly indicates otherwise"; in the definition of "Detainer", substituted "U.S. Immigration and Customs Enforcement" for "Immigration and Naturalization Service"; rewrote the definition of "Inmate Liaison Committee"; in the definition for "Legal Correspondence", in 4 and 5, substituted a comma for "and", and inserted "county and municipal", and in 9, substituted a comma for "or", inserted "or county"; and added the definitions for "Non-contact visit" and "Staff".

Amended by R.2006 d.398, effective November 20, 2006.

See: 38 N.J.R. 3121(a), 38 N.J.R. 4867(a).

In definitions "Zero Tolerance Drug/Alcohol Policy" and "Zero Tolerance for Misuse or Possession of an Electronic Communication Device Policy", updated N.J.A.C. references.

Amended by R.2007 d.17, effective January 16, 2007.

See: 38 N.J.R. 4159(a), 39 N.J.R. 216(a).

Inserted definitions "Domestic partner", "Family member", and "Relative"; and deleted definition "Immediate family".

Amended by R.2007 d.64, effective February 20, 2007.

See: 38 N.J.R. 4622(b), 39 N.J.R. 652(b).

Added definition "Personal information".

Amended by R.2007 d.127, effective May 7, 2007.

See: 39 N.J.R. 155(a), 39 N.J.R. 1730(a).

Added definitions "Non-permissible property" and "State".

Amended by R.2007 d.198, effective July 2, 2007.

See: 39 N.J.R. 834(b), 39 N.J.R. 2538(a).

Added definitions "Counsel substitute" and "Disciplinary detention".

Amended by R.2007 d.199, effective July 2, 2007.

See: 39 N.J.R. 747(a), 39 N.J.R. 2537(a).

In definition "Detainer", inserted "(ICE)".

Amended by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Added definition "Departmental Research Review Board (DRRB)".

Amended by R.2007 d.268, effective August 20, 2007.

See: 39 N.J.R. 1622(a), 39 N.J.R. 3539(a).

Added definition "Community Corrections Classification Committee (C-4)".

Amended by R.2007 d.315, effective October 15, 2007.

See: 39 N.J.R. 2442(a), 39 N.J.R. 4402(a).

Added definitions "Civil union" and "Civil union couple"; in definition "Family member", added new 3 and recodified former 3 through 8 as 4 through 9; and in definition "Relative", added new 3 and recodified former 3 through 6 as 4 through 7.

Amended by R.2007 d.379, effective December 17, 2007.

See: 39 N.J.R. 2445(a), 39 N.J.R. 5340(b).

In definition "Institutional Classification Committee (I.C.C.)", inserted the last sentence; substituted definition "Institutional Classification Reception Committee (I.C.R.C.)" for definition "Inter-Institutional Classification Committee (I.I.C.C.)"; and in definition "Objective classification", deleted paragraphs 5 through 7, recodified former paragraphs 8 through 14 as 5 through 11, in paragraph 11, inserted "and" at the end, deleted paragraph 15, and recodified paragraph 16 as 12.

Amended by R.2008 d.97, effective April 21, 2008.

See: 40 N.J.R. 85(a), 40 N.J.R. 2111(b).

Deleted definition "Capital Sentence Unit (C.S.U.)".

Amended by R.2008 d.171, effective June 16, 2008.

See: 39 N.J.R. 2188(a), 40 N.J.R. 3718(d).

Added definition "Inmate Remedy System".

Amended by R.2008 d.190, effective July 21, 2008.

See: 40 N.J.R. 1736(b), 40 N.J.R. 4323(a).

Added definitions "Administrative Segregation", "Weapon" and "Zero Tolerance of the Incidence of Sexual Assault"; in definition "Contraband", substituted "that" for "which" three times in paragraph 4, and in paragraph 5, substituted "that" for "which", substituted a comma for "and" following "currency" and inserted "and electronic communication devices"; rewrote definitions "Division of Programs and Community Services" and "Strip search"; in definition "Firearm", inserted the last sentence; in definition "Keep separate status", inserted a comma following the first occurrence of "facility" and inserted "for administrative reasons to ensure the safe, secure and orderly operation of the correctional facility and/or"; in definition "Legal correspondence", added new paragraph 10 and recodified former paragraphs 10 through 13 as paragraphs 11 through 14; in paragraph 12 of definition "Legal correspondence", substituted "Special Investigations Division" for "Internal Affairs Unit"; in paragraph 13 of definition "Legal correspondence", substituted "Corrections Ombudsperson, Division of Citizen Relations, Department of the Public Advocate" for "Office of the Ombudsman, Department of Corrections"; and in definition "Non-permissible property" inserted "any item addressed to or received by an inmate from or someone or someplace that is not an authorized source of sale," deleted "or" following "through the mail" and substituted "an authorized" for "a".

Amended by R.2008 d.266, effective September 2, 2008.

See: 40 N.J.R. 2647(a), 40 N.J.R. 5040(a).

Added definition "Office of Community Programs".

Amended by R.2009 d.86, effective March 16, 2009.

See: 40 N.J.R. 6732(a), 41 N.J.R. 1250(a).

In paragraph 2 of definition "Constant observation", inserted "uninterrupted surveillance by one staff member of up to four inmates".

Amended by R.2009 d.272, effective September 8, 2009.

See: 41 N.J.R. 2202(a), 41 N.J.R. 3301(b).

Added definition "Responsible health authority".

In definition "Shift Commander", substituted "a supervisory rank who has been designated by the Administrator or designee as being" for "the rank of Sergeant or higher".

Amended by R.2009 d.320, effective October 19, 2009.

See: 41 N.J.R. 2607(a), 41 N.J.R. 3936(a).

Amended by R.2010 d.054, effective April 5, 2010.

See: 41 N.J.R. 4663(a), 42 N.J.R. 721(a).

Added definition "Prehearing Protective Custody".

Amended by R.2010 d.057, effective April 19, 2010.

See: 41 N.J.R. 4395(a), 42 N.J.R. 792(b).

In definition "Canine search", inserted ", objects".
Administrative change.

See: 43 N.J.R. 1344(a).

Amended by R.2011 d.277, effective November 7, 2011.

See: 43 N.J.R. 1562(a), 43 N.J.R. 3024(a).

Rewrote definition "Security threat group".

Case Notes

Regulation which classifies inmates who do not have any funds in their account and who cannot work, but are able to receive funds from outside sources as "nonindigent," thus requiring them to use funds from outside sources for payment of legal photocopying and medical care, did not violate equal protection clause. *Robinson v. Fauver*, D.N.J.1996, 932 F.Supp. 639.

In an inmate's appeal of disciplinary action arising from a fight he was involved in, the appellate court rejected the Department of Correction's blanket policy of keeping confidential all security camera videotapes in order to preclude inmates from learning camera angles, locations, or blind spots, and directed the Department to develop a record on remand regarding the need for confidentiality of the particular videotape. *Robles v. New Jersey Dept. of Corrections*, 388 N.J. Super. 516, 909 A.2d 755, 2006 N.J. Super. LEXIS 295 (App.Div. 2006).

10A:1-2.3 Chief Executive Officer

Pursuant to N.J.S.A. 30:1B-1 et seq., the Chief Executive Officer of the Department of Corrections is the Commissioner of Corrections.

10A:1-2.4 Rulemaking, policy and procedure making and exemption authority

(a) The Commissioner, pursuant to N.J.S.A. 30:1B-1 et seq., is authorized to formulate, adopt, issue, promulgate, relax and exempt rules and regulations for the administration of correctional facilities, community programs and operational units within the Department of Corrections.

(b) The Commissioner is authorized to determine all matters of policy and procedure in order to regulate the operational issues associated with the administration of correctional facilities, community programs and operational units and to formulate, modify, relax, and exempt such policies, procedures and regulations when necessary, so that same can function safely and effectively within the Department of Corrections.

(c) The Commissioner may exempt a correctional facility, community program or operational unit from adherence to a rule or may relax certain requirements of a rule for good cause shown in a particular situation or in instances when strict compliance with a rule or all of its requirements would result in:

1. An undue hardship, unfairness or injustice;
2. An inability to meet a therapeutic, rehabilitative or medical need;
3. A security risk or imminent peril to the overall management, safe or orderly operation of a correctional facility, community program or operational unit;

4. An inability to utilize existing technology or apply technological innovations in order to meet penological objectives;

5. An inability to meet an operational need to ensure management effectiveness and efficiency; or

6. An inability to reasonably meet a time period requirement.

Amended by R.1992 d.269, effective July 6, 1992.

See: 24 N.J.R. 1465(a), 24 N.J.R. 2451(c).

Revised (c).

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Rewrote (c).

Amended by R.2010 d.057, effective April 19, 2010.

See: 41 N.J.R. 4395(a), 42 N.J.R. 792(b).

Section was "Rulemaking and exemption authority". In (a), substituted a comma for "and" preceding "promulgate" and inserted ", relax and exempt"; rewrote (b); in the introductory paragraph of (c), inserted "may relax" and "for good cause shown in a particular situation or"; in (c)1, inserted ", unfairness or injustice"; in (c)2, deleted "or" at the end; in (c)3, inserted "or imminent peril" and substituted a semicolon for a period at the end; and added (c)4 and (c)5.

Amended by R.2011 d.022, effective January 18, 2011.

See: 42 N.J.R. 2194(a), 43 N.J.R. 188(a).

In (c)4, deleted "or" from the end; added new (c)5; and recodified former (c)5 as (c)6.

10A:1-2.5 Expiration of rule exemptions

(a) All rule exemptions shall expire two years from the date of approval by the Commissioner.

(b) A rule exemption may be terminated prior to its expiration date when:

1. The special circumstances making the rule exemption necessary no longer exist; or
2. The Commissioner no longer approves the rule exemption.

(c) A rule exemption may be extended beyond its expiration date when:

1. The Administrator or Unit Supervisor reapplies for the rule exemption; and
2. The approval of the Commissioner is given for an extension of the rule exemption.

(d) A correctional facility, community program or operational unit shall return to compliance with the New Jersey Administrative Code when rule exemptions terminate or expire.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (c)1, substituted "Administrator" for "Superintendent".

10A:1-2.6 Effective dates of adopted and exempted rules

(a) Unless otherwise noted in the New Jersey Register, an adopted rule is effective on the date of its publication in the New Jersey Register.

(b) The effective date of a rule exemption shall be the date of the Commissioner's signature on Form 911 Request for Rule Exemption.

10A:1-2.7 Procedure for requesting rule exemptions

(a) Requests for rule exemptions may be submitted by staff or committees to the Administrator for review.

(b) Requests for rule exemptions may be submitted by inmates or inmate groups to the Institutional Classification Committee (I.C.C.) for review. The I.C.C. shall review and submit inmate requests for rule exemptions to the Administrator along with recommendations for approval or disapproval. Such requests for rule exemptions must:

1. Be in writing;
2. Be legible and intelligible;
3. Contain the full name and address of the inmate or inmate group;
4. Contain the N.J.A.C. 10A citation of the rule for which the exemption is made; and
5. Include a clear and concise statement summarizing the substance of the rule exemption, why the suggestion is being requested and a summary of reasons for the exemption.

(c) Requests for rule exemptions may be submitted by staff members, individually or as a group, utilizing and submitting Form 911 to the community program supervisor or operational unit supervisor for review.

(d) The Administrator, community program supervisor or operational unit supervisor shall review and determine, based on the criteria in N.J.A.C. 10A:1-2.4(c), whether to submit requests for rule exemptions to the appropriate Assistant Commissioner and the Commissioner for consideration.

(e) If the Administrator, community program supervisor or operational unit supervisor approves a request for rule exemption, the designated sections of Form 911 Request for Rule Exemption shall be completed in duplicate, signed and submitted to the appropriate Assistant Commissioner.

(f) The Assistant Commissioner shall review Form 911 Request for Rule Exemption and determine whether to approve or disapprove the request, based on the criteria in N.J.A.C. 10A:1-2.4(c). If the Assistant Commissioner approves the request, the designated section of Form 911 shall be signed, dated and submitted to the Commissioner for review. If the Assistant Commissioner disapproves the request, the designated section of Form 911 shall be signed, dated and returned to the correctional facility Administrator, the community program supervisor or operational unit supervisor.

(g) The Commissioner shall review Form 911 Request for Rule Exemption, submitted by an Assistant Commissioner and determine whether to authorize a rule exemption, based

on the criteria in N.J.A.C. 10A:1-2.4(c). The Commissioner shall approve or disapprove a rule exemption by signing and dating the designated section on Form 911 and returning it to the Assistant Commissioner.

(h) The Assistant Commissioner shall be responsible for notifying the Administrator, the community program supervisor or operational unit supervisor of the Commissioner's approval or disapproval of requests for rule exemptions.

Amended by R.1992 d.269, effective July 6, 1992.

See: 24 N.J.R. 1465(a), 24 N.J.R. 2451(c).

Revised (d)-(h).

Administrative Correction in (e) and (f).

See: 24 N.J.R. 4390(a).

Administrative Change.

See: 25 N.J.R. 4105(a).

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Substituted "Administrator" for "Superintendent" throughout.

Amended by R.2010 d.057, effective April 19, 2010.

See: 41 N.J.R. 4395(a), 42 N.J.R. 792(b).

In the introductory paragraph of (b), inserted the last sentence; added (b)1 through (b)5; and in (c), inserted "utilizing and submitting Form 911".

10A:1-2.8 Forms

(a) The following form related to Administration, Organization and Management is available by accessing the Department of Corrections computer network (DOCNet). Interested individuals who do not have access to DOCNet may obtain copies of this form by contacting the Administrative Rules Unit, New Jersey Department of Corrections:

1. 911 Request for Rule Exemption.

(b) The following form related to inventory of inmate personal property is printed by the Bureau of State Use Industries—DEPTCOR and each facility shall purchase a supply of this form by contacting DEPTCOR:

1. IIS-1M Inmate Inventory Sheet.

(c) The following form related to Disability Discrimination Grievance is available at N.J.A.C. 10A:1-3.7 or can be obtained by contacting the ADA Coordinator, New Jersey Department of Corrections:

1. Americans with Disabilities Act Grievance Form 100.

Administrative change.

See: 35 N.J.R. 1137(a).

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (c), substituted "is available at N.J.A.C. 10A:1-3.7 or can" for "shall" following "Disability Discrimination Grievance" in the introductory paragraph.

Administrative change.

See: 36 N.J.R. 1779(a).

Amended by R.2006 d.419, effective December 4, 2006.

See: 38 N.J.R. 3226(a), 38 N.J.R. 5161(a).

In the introductory paragraph of (a), deleted "shall be reproduced from originals that" preceding "are available" and inserted "by accessing the Department of Corrections computer network (DOCNet). Interested individuals who do not have access to DOCNet may obtain copies of forms".

6. Determining whether the “Routine Inmate Request” or “Interview Request” is to be handled as a routine request, an urgent request, or whether further deliberation is necessary. Such determinations shall be made after consultation with correctional facility staff;

7. Ensuring all “Routine Inmate Requests,” “Interview Requests” and “Administrative Appeals” are handled and processed within the designated time frames;

8. Ensuring appropriate correctional staff notify the inmate in writing when further deliberation is necessary; and

9. Distributing the “Routine Inmate Request,” “Interview Request” and “Administrative Appeal” to appropriate correctional facility staff for research, investigation, referral, handling, and the rendering of a written decision or finding.

(b) The Coordinator shall provide a monthly report to the Administrator or designee containing statistical data compiled regarding the receipt, interview, written response, decision or finding and any other related information regarding the Inmate Remedy System.

10A:1-4.9 Responsibilities of correctional facility staff

(a) Certain correctional facility staff shall be assigned to conduct the research, investigation or referral of an issue presented by an inmate through the Inmate Remedy System. The staff may be responsible for:

1. Preparing a written response to the inmate request on IRSF—101 Inmate Remedy System Form, IRSF—102 Staff Response Form or IRSF—104 Assessment and Evaluation Form;

2. Ensuring all “Routine Inmate Requests” and “Interview Requests” are processed, the written response prepared, reviewed and forwarded to appropriate individuals within the designated time frames;

3. Reporting to the Coordinator when a “Routine Inmate Request” or “Interview Request” appears to be urgent or in need of further deliberation, the nature of which shall be specified; and

4. Providing Inmate Remedy System statistical data regarding receipt, interview and written responses, and related information to the Coordinator as needed.

SUBCHAPTERS 5 THROUGH 9. (RESERVED)

SUBCHAPTER 10. RESEARCH

10A:1-10.1 General research provisions

(a) No medical, pharmaceutical or cosmetic experiments or research shall be conducted involving the use of inmates of the New Jersey Department of Corrections except as provided by court order, consent decree, or other legal processes.

(b) The New Jersey Department of Corrections may authorize academic, nonmedical, nonpharmaceutical, and non-cosmetic research projects that are conducted in accordance with this subchapter.

(c) Inmates shall not be permitted to receive compensation of any kind for their research participation from any agency or entity conducting a research project.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (a), deleted “or parolees” following “use of inmates”.

Amended by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Section was “Medical research or experimentation”. In (b), inserted “academic,” and inserted a comma following “nonpharmaceutical”; and added (c).

10A:1-10.2 Departmental Research Review Board (DRRB)

The Commissioner or designee authorizes the use of a Departmental Research Review Board (DRRB) to be responsible for the review of research requests and to provide recommendations for approval or disapproval of such research requests.

New Rule, R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Former 10A:1-10.2, Procedure for submitting a request to conduct nonmedical, nonpharmaceutical and noncosmetic research projects, recodified to 10A:1-10.3.

10A:1-10.3 Procedure for submitting and handling requests to conduct academic, nonmedical, nonpharmaceutical, and noncosmetic research projects to the Departmental Research Review Board (DRRB)

(a) Any person(s) or agency(ies) who wishes to conduct academic, nonmedical, nonpharmaceutical, or noncosmetic research projects shall complete and submit to the Department of Corrections, the research request application package which is available by contacting:

Departmental Research Review Board
Office of Policy and Planning
New Jersey Department of Corrections
PO Box 863
Trenton, New Jersey 08625-0863

(b) The research request application package includes the following:

1. The Application Form to Request Review of a Research Protocol. This form requires:

- i. The title of the project;
- ii. The name and title of, and contact information for, the principal researcher and any other researchers;
- iii. A description of the research project to include the purpose;
- iv. The name of the agency or organization with which the researcher(s) is affiliated;
- v. Funding information;
- vi. Whether human subjects will be involved in the research and related information such as, but not limited to, age, gender, race and projected number of participants;
- vii. The Departmental sites and units involved;
- viii. Whether questionnaires, surveys, tests, or interviews will be used;
- ix. The use of documents, files or records;
- x. How data will be stored and secured when necessary;
- xi. Data disposition;
- xii. Projected research start and end dates;
- xiii. The conditions under which participation by the subject may be terminated by the researcher or subject, if relevant;
- xiv. A summary of the potential social impact, benefits and risks associated with the research project; and
- xv. Signatures of the principal researcher, any other researcher, supervisor or advisor as appropriate;

2. A Researcher Checklist. This checklist is designed to assist the researcher in the gathering of information necessary to complete the Application Form to Request Review of a Research Protocol and includes the information listed in (b) above, in addition to a list of items that must be provided by the researcher and appended to the completed application form, which includes but is not limited to:

- i. The informed consent that will be used;
- ii. Copies of instruments to be used, such as, questionnaires, surveys or tests; and
- iii. Copies of any letters, waivers or disclaimers related to the research project from the agency or organization with which the researcher is affiliated; and

3. Any additional information as may be required by the Department concerning a particular research project.

(c) The DRRB shall review the research request application package. This review shall consider whether or not the research will:

1. Adversely affect the maintenance of security and/or the orderly operation of the correctional facility or unit;
2. Create any risks to subjects of the research;
3. Involve the review of inmate records and adequately protect the confidentiality of certain data; and/or
4. Require inmate participation, such as an interview or to respond to questionnaires.

(d) In addition to the considerations set forth in (c) above, the DRRB shall review considerations that may arise pertaining to a specific research project.

(e) The DRRB shall make a recommendation for approval or disapproval to the Commissioner of the Department of Corrections. The Commissioner shall make the final approval or disapproval determination.

(f) The DRRB shall be responsible for providing notification of the final determination to the agency or entity requesting the research.

Administrative Correction.

Sec: 26 N.J.R. 2581(a).

Amended by R.2003 d.176, effective May 5, 2003.

Sec: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Substituted "Administrator" for "Superintendent, Parole District Supervisor" and deleted references to parolees following references to inmates throughout.

Recodified from N.J.A.C. 10A:1-10.2 and amended by R.2007 d.226, effective August 6, 2007.

Sec: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Section was "Procedure for submitting a request to conduct non-medical, nonpharmaceutical and noncosmetic research projects". Rewrote the section. Former N.J.A.C. 10A:1-10.3, Express written inmate consent requirement. recodified to N.J.A.C. 10A:1-10.4.

10A:1-10.4 Express written inmate informed consent requirement

(a) The express written informed consent of the inmate shall be required:

1. To ensure that direct inmate participation in any research project is on a voluntary basis; and
2. To authorize inspection of release of records pursuant to N.J.A.C. 10A:22.

(b) A written informed consent of an inmate to directly participate in a research activity shall be required and signed by:

1. The inmate;
2. A witness and/or legal representative when deemed necessary; and
3. The principal researcher.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (a)2, amended the N.J.A.C. reference; in (b)3, substituted "Administrator" for "Superintendent, Parole District Supervisor"; deleted references to parolees following references to inmates throughout.

Recodified from N.J.A.C. 10A:1-10.3 and amended by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Section was "Express written inmate consent requirement". In the introductory paragraph of (a), inserted "informed"; rewrote the introductory paragraph of (b); in (b)2, inserted "and/or legal representative when deemed necessary"; and in (b)3, substituted "principal researcher" for "correctional facility Administrator, community program supervisor, or operational unit supervisor". Former N.J.A.C. 10A:1-10.4, Refusal to participate in research, recodified to N.J.A.C. 10A:1-10.5.

10A:1-10.5 Refusal to participate in research

(a) An inmate shall not be required or coerced to participate in research activities.

(b) Refusal by an inmate to participate in research shall not constitute a reason for imposing penalties upon the inmate.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Deleted "or parolee" following "inmate" throughout.

Recodified from N.J.A.C. 10A:1-10.4 by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Former N.J.A.C. 10A:1-10.5, Inmate/parolee records, recodified to N.J.A.C. 10A:1-10.6.

10A:1-10.6 Inmate records

Confidentiality of inmate records and procedures for release or examination of records by authorized individuals or agencies shall be in accordance with N.J.A.C. 10A:22-2, Government records.

Recodified from N.J.A.C. 10A:1-10.5 by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Former N.J.A.C. 10A:1-10.6, Research findings, recodified to N.J.A.C. 10A:1-10.7.

Amended by R.2008 d.190, effective July 21, 2008.

See: 40 N.J.R. 1736(b), 40 N.J.R. 4323(a).

Section was "Inmate/parolee records". Deleted "/parolee" following "inmate" and substituted "Government records" for "Records".

10A:1-10.7 Research findings

The persons(s) or agency(s) who completes a research project must, prior to publication or any dissemination, make available the research findings or the results to the correctional facility Administrator, community program supervisor, or operational unit supervisor and the Commissioner, New Jersey Department of Corrections, for review and comments.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

Substituted "Administrator" for "Superintendent, Parole District Supervisor".

Recodified from N.J.A.C. 10A:1-10.6 by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

Former N.J.A.C. 10A:1-10.7, Written internal management procedures, recodified to N.J.A.C. 10A:1-10.8.

10A:1-10.8 Written internal management procedures

(a) Each correctional facility Administrator, community program supervisor, operational unit supervisor, and the appropriate Assistant Commissioner shall ensure the development of written internal management procedures governing research projects and activities consistent with the requirements of this subchapter.

(b) These written internal management procedures shall be reviewed at least annually and updated as necessary and signed and dated by the Administrator, community program supervisor, or operational unit supervisor.

Amended by R.2003 d.176, effective May 5, 2003.

See: 35 N.J.R. 331(a), 35 N.J.R. 1898(a).

In (a), substituted "Administrator" for "Superintendent" following "Each correctional facility"; inserted "appropriate" following "operational unit supervisor, and the" and deleted "Division of Parole and Community programs," following "Commissioner"; in (b), substituted "written internal management procedures" for "written procedures" and "Administrator" for "Superintendent, Parole District Supervisor".

Recodified from N.J.A.C. 10A:1-10.7 by R.2007 d.226, effective August 6, 2007.

See: 39 N.J.R. 836(a), 39 N.J.R. 3383(a).

SUBCHAPTER 11. PERSONAL PROPERTY OF INMATES

10A:1-11.1 Inmate's responsibility for personal property

While incarcerated within a correctional facility, the inmate shall be responsible for his or her own personal property and shall keep personal property at his or her own risk.

10A:1-11.2 Permissible personal property

(a) Designated staff at each correctional facility shall develop a written list of permissible personal property items and the number of permissible personal property items that may be retained in the possession of the inmate.

(b) The listing and any regulations concerning inmate personal property shall be published in each correctional facility Inmate Handbook (see N.J.A.C. 10A:8-3).

(c) New or revised lists or regulations not included in the current correctional facility Inmate Handbook shall be posted in inmate housing units and incorporated into the next revision of the Handbook.

(d) The listing of permissible personal property shall be reviewed, signed and dated annually by the Administrator or designee and forwarded to the appropriate Assistant Commissioner for review and approval.

(e) The Assistant Commissioner may approve or disapprove the possession of any item and/or limit the number of items that may be possessed by inmates in correctional facilities.