

- 8.3 Access to Inmates
- 8.3.1 Media representatives may correspond with inmates through the mail as outlined in Department Order #914, Inmate Mail.
- 8.3.2 Media representatives who wish to schedule a telephone interview with an inmate shall contact the Media Relations Administrator or designee during business hours and in a reasonable period of time prior to the requested time to schedule the interview. The appropriate Department staff member shall process the request in a reasonable period of time in order to allow the requestor to conduct the interview as approved.
- 8.3.3 One-on-one interviews between media representatives and inmates may be conducted with prior approval of the Director as outlined in this Department Order.
- 8.3.4 Conference calls of any kind between a media representative and inmates are not permitted.
- 8.3.5 Unless authorized by the Division Director for Prison Operations, inmate phone interviews with the media shall be limited to 15 minutes.
- 8.3.6 The Department retains the right to decline inmate interviews.

Warden or Bureau Administrator shall designate a time which is least disruptive to operations. Access may be granted on weekends, holidays or other than normal business hours for the purpose of covering a scheduled event.

- 7.1.3 The Department retains the right to deny access to facilities and staff.

- 7.2 Access to Inmates - Media representatives may correspond with inmates through the mail as outlined in Department Order #914, Inmate Mail. {5-ACI-3D-06}

## **8.0 NOTIFICATION OF SIGNIFICANT EVENTS {5-ACI-1A-22}**

- 8.1 Significant events to be communicated with identified officeholders and the media:
- 8.1.1 Escape of an inmate where resolution is not imminent;
- 8.1.2 Death of an inmate by other than apparent natural causes;