

MAXIMUM ALLOWABLE PERSONAL PROPERTY MATRIX FOR WORK RELEASE - WOMEN

CLOTHING

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|--|---|----------|-----------------|
| Belt | Plain leather; open buckle no larger than 2" x 2"; unlined | 3 | 20.00 |
| Blouses/Shirts | No half shirts or see-through material | 7 | 15.00 |
| Bras | | 7 | 20.00 |
| Coat, winter weight | Heavy lining; no longer than ¾ length/mid-thigh | 2 | 50.00 |
| Gloves | Foul weather or work gloves | 3 | 12.00 |
| Handkerchiefs | White only; no larger than 12" x 12" | 5 | 2.00 |
| Hat/Cap | Stocking; Baseball | 2 | 15.00 |
| Jacket/Coat, lightweight | Light lining; sweaters/sweatshirts with zipper, snap, or button front; waist length | 2 | 25.00 |
| Long underwear | Standard 2 piece set; top and bottom; no one-piece | 2 | 30.00 |
| Pajamas/Nightgown | Nightgown and/or top and bottom set; no transparent or see-through materials | 2 | 25.00 |
| Panties | | 10 | 5.00 |
| Pants/Skirts/Dresses | Pants/jeans: sized proportionately to the offender; straight or boot cut leg; no tight-fitting (i.e., spandex, lycra, or other elasticized material); no cargo or reversible; no invisible pockets or pockets on legs; no hip huggers or low-rise Skirts/dresses: at least knee length; no tight-fitting (i.e., spandex, lycra, or other elasticized material); no slits; no invisible pockets; non-reversible | 9 | 30.00 |
| Rain gear | Top and bottom set; top no longer than mid-thigh and no zip-out lining | 1 | 50.00 |
| Robe | Standard tie waist; ¾ length only | 1 | 50.00 |
| Scarf | | 1 | 15.00 |
| Shoes/Sneakers/Sandals/Winter Footwear | 1" or less heel thickness for all non-continuous soled shoes; tennis shoes continuous soled | 4 | 100.00 |
| Shorts | No tight-fitting (i.e., spandex, lycra, or other elasticized material); no cutoffs or altered; no less than 4" inseam; non-reversible; no open fly boxer style | 4 | 20.00 |
| Slippers/Shower Shoes | | 2 | 20.00 |
| Slips/Camisole/Undershirt | Non-transparent | 2 | 8.00 |
| Socks/Anklets | Pair | 10 | 3.00 |
| Sweat clothes | 2 piece set - Top: Standard long sleeve pullover; crew or v-neck; Bottom: Standard drawstring/elastic waist; elastic or open ankle | 2 | 35.00 |
| Sweater | Knit pullover; crew or v-neck; snap, turtleneck, button front | 2 | 35.00 |

EMPLOYER ISSUED WORK CLOTHING

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|------------------|-------------|----------|-----------------|
| Coveralls | | 2 | 75.00 |
| Pants | | 3 | 30.00 |
| Shirts | | 3 | 30.00 |
| Work boots/shoes | | 1 | 30.00 |

HEALTH CARE ITEMS

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|------------------------|---|-----------------|-----------------|
| Contacts, prescription | Clear, disposable/non-disposable, as prescribed | See Description | |

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| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-----------------------|--|----------|-----------------|
| Glasses, prescription | | 2 | |
| Glasses/Contacts case | One each glasses and contacts; contacts case must be clear | 1 | |
| Sunglasses | Non-reflective type; no mirrored | 3 | 20.00 |

JEWELRY

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-------------------|---|----------|-----------------|
| Earring | Pair; post type only; no gems/stones; 8mm maximum | 2 pairs | 15.00 |
| Medallion | 2"; no gems/stones | 1 | 50.00 |
| Neck chain | 24" maximum; no gems/stones | 1 | 50.00 |
| Wedding band/Ring | no gems/stones | 1 | 100.00 |
| Wristwatch | no gems/stones | 1 | 100.00 |

Combined maximum total value for all jewelry is \$300.00.

Except rings, jewelry cannot be solid gold or sterling silver.

MAJOR NON-CONSUMABLES

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-------------------------------------|---|--------------|-----------------|
| Alarm clock | | 1 | 20.00 |
| Cassette/CD player/MP3 player/Radio | AM/FM radio and/or cassette player/recorder, single cassette only; CD player, single CD only; 18" x 10" x 6" maximum; batteries as authorized by facility; not DVD compatible | 1 | 70.00 |
| Electric fan | 12" maximum size | Per facility | 25.00 |
| Electric razor or Hair trimmer | As authorized by facility | 1 | 50.00 |
| Head/Earphones | | 1 | 20.00 |
| Television and accessories | Portable with earplug or earphone attachment capability; 15" screen maximum; CRT or flat panel; TV cable if approved | Per facility | 100.00 |
| Typewriter and accessories | Portable; electric, manual, or memory; no disks or memory expansion card; no batteries allowed; limit 4 ribbons with machine and one spare print apparatus/wheel | Per facility | 300.00 |

MISCELLANEOUS

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-------------------------|---|----------|-----------------|
| AC adapter | One each for each approved electrical device | 5 | 10.00 |
| Backpack | | 1 | 20.00 |
| Bicycle | | 1 | 200.00 |
| Bicycle lock | | 1 | 20.00 |
| Bicycle helmet | | 1 | 30.00 |
| Bowl | Plastic | 2 | 2.00 |
| Brush, hair | | 1 | 5.00 |
| Calculator | | 1 | 10.00 |
| Cards, playing | Deck; Standard and Pinochle | 2 | 2.00 |
| Cassette tape/CD holder | | 1 | 10.00 |
| Cassette tapes/CDs | Clear case, glued or screwed, or glued opaque; pre-recorded commercial tapes/CDs or authorized letter tapes/CDs | 20 | 15.00 |

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| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|------------------------------------|--|--------------|-----------------|
| Comb | Plastic only | 1 | 2.00 |
| Cup/Water bottle | Plastic only | 2 | 2.00 |
| Curling iron/ Straightening comb | | 1 each | 15.00 |
| Do rag | | 1 | 2.00 |
| Ear plugs | Noise protection | 2 sets | 3.00 |
| Games | Dominos, Chess, or Checkers only | 2 | 10.00 |
| Hairdryer | | 1 | 10.00 |
| Hair clips/Accessories | 6" total length when closed; no complete metal clips; no removable lace/materials | 6 | 10.00 |
| Hangers | Plastic | 14 | |
| Headphone extension cord | 12 feet maximum | 1 | 6.50 |
| Laundry bag | | 1 | 5.00 |
| Mirror | Plastic; 4" x 6" maximum; one piece | 1 | 5.00 |
| Musical instrument and accessories | As authorized by each facility | Per facility | 400.00 |
| Nail clipper, large | | 1 | 1.00 |
| Nail clipper, small | | 1 | 1.00 |
| Pick | Plastic; no rattail | 1 | 0.50 |
| Photo album | Photos only; no metal binders; not for newspaper or magazine clippings; 8½" x 11" maximum; no scrapbooks | 1 | 5.00 |
| Power strip | UL approved; as authorized by facility per local Fire Marshal requirements | 1 | 20.00 |
| Purse | | 1 | 10.00 |
| Reading lamp | Plastic | 1 | 10.00 |
| Soap dish | Plastic | 1 | 1.00 |
| Toothbrush and holder | Plastic | 1 | 3.00 |
| Tumbler | Plastic; no thermal or insulated unless clear | 1 | 2.50 |
| Tweezers | 3½" maximum size | 1 | 1.00 |
| Umbrella | | 1 | 10.00 |

MAJOR CONSUMABLES – PERSONAL HYGIENE PRODUCTS

NOTE: LIMITED TO PERSONAL HYGIENE PRODUCTS IN AN AMOUNT NOT TO EXCEED THE CAPACITY OF A 6" x 6" x 12" BOX

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-----------------|---|----------|-----------------|
| Facial products | Blush - packaging in glass or with a glass mirror/compact is acceptable, but must be disposed of when consumed/empty | 1 | |
| | Concealer | 1 | |
| | Cotton swabs - box of up to 300 | 1 | |
| | Eye liner | 2 | |
| | Eye shadow - packaging in glass or with a glass mirror/compact is acceptable, but must be disposed of when consumed/empty | 2 | |
| | Face cream | 1 | |
| | Face powder - packaging in glass or with a glass mirror/compact is acceptable, but must be disposed of when consumed/empty | 1 | |
| | Foundation cream - packaging in glass or with a glass mirror/compact is acceptable, but must be disposed of when consumed/empty | 1 | |

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| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|----------------------------------|---|----------|-----------------|
| Facial products (cont.) | Fragrances/Perfumes - packaging in glass or with a glass mirror/compact is acceptable, but must be disposed of when consumed/empty | 2 | |
| | Lip balm - limited to "Chapstick-like" products | 1 | |
| | Lip liner | 1 | |
| | Lipstick | 2 | |
| | Mascara | 2 | |
| Hair care products | Any combination of, not to exceed allowance, no more than 32 oz. each: Shampoo, conditioner, pump hairspray (non-aerosol), grease, activator, leave-in treatment | 5 | |
| Hand, Foot, and/or Body products | Any combination of, not to exceed allowance: Hand products: Cream, lotion, emery boards (one pack), cuticle remover Foot products: Anti-fungal, soak, cream, stone Body products: Oil, lotion, spray, gel, powder, sunscreen | 8 | 50.00 total |
| | Disposable razors | 10 | 15.00 total |
| | Shaving Cream - 12 oz. can | 1 | |
| | | | |

MAXIMUM ALLOWABLE PERSONAL PROPERTY MATRIX FOR PREGNANT AND NURSING OFFENDERS

In addition to the allowable personal property for women, the following items and quantities will be authorized only for offenders while pregnant, actively nursing, or pumping breast milk.

CLOTHING

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|----------------------------------|--|----------|-----------------|
| Maternity Blouses/Shirts | No half shirts or see-through material; no epaulets; no sleeveless | 2 | 25.00 |
| Maternity Pants/Skirts/Dresses | Pants/jeans: straight or boot cut leg; no cargo or reversible; no invisible pockets or pockets on legs; no hip huggers Skirts/dresses: at least knee length | 2 | 40.00 |
| Maternity shorts | No cutoffs or altered; no less than 4" inseam; non-reversible; no open fly boxer style | 2 | 20.00 |
| Nursing bras | No transparent or see-through materials; white/non-white and non-prohibited colors allowed | 2 | 15.00 |
| Nursing pajamas or nursing gowns | Set; No transparent or see-through materials | 1 | 25.00 |
| Shoes/Sneakers | Sneakers or dress shoes; heel 1" thick or less | 1 | 100.00 |

HEALTH CARE ITEMS

| ITEM | DESCRIPTION | QUANTITY | VALUE (\$ each) |
|-----------------------------|--------------------------------------|-----------|-----------------|
| Breast cream | | As needed | |
| Breast pads | Disposable | As needed | |
| Breast pump and accessories | Manual or electric; single or double | 1 | 60.00 |