

(e) All items of clothing and bedding stored within the institution shall be maintained in a safe and sanitary manner.

Section 4.10 *Housing Areas*

(a) Prisoners shall be provided at Department expense with a supply of brooms, mops, soap powder, disinfectant, and other materials sufficient to properly clean and maintain housing areas.

(b) The Department shall develop a plan for the regular cleaning of all housing areas, including cells, tiers, dayrooms and windows, and for the extermination of rodents and vermin in all housing areas. Such plans shall be submitted to the Board within 90 days of the effective date of this standard.

(c) All housing areas shall contain at least the following facilities in sufficient supply to meet reasonable standards of prisoner personal hygiene:

- (i) sink with hot and cold water;
- (ii) flush toilet; and
- (iii) shower with hot and cold water.

Section 4.11 *Effective Date*

This Part shall take effect May 1, 1978.

PART 5—OVERCROWDING

Section

- 5.1 Policy
- 5.2 Single Occupancy
- 5.3 Multiple Occupancy
- 5.4 Effective Date

Section 5.1 *Policy*

Prisoners shall not be housed in cells, rooms or dormitories unless adequate space and furnishings are provided.

Section 5.2 *Single Occupancy*

(a) A cell or room designed or rated for single occupancy shall house only one prisoner.

(b) Each single cell shall contain a flush toilet, a wash basin with drinking water and, at a minimum, the following furniture:

- (i) a single bed; and
- (ii) by September 1, 1978, a locker or drawer that can be closed.

(c) A single-cell housing area shall contain table or desk space for each occupant that is available for use at least 12 hours per day.

Section 5.3 *Multiple Occupancy*

(a) A multiple occupancy area shall contain a single bed for each occupant, a locker or drawer that can be closed for each occupant, and by September 1, 1978, table or desk space for each occupant that is available for use at least 12 hours per day.

(b) Multiple-occupancy areas for detainees shall provide a minimum of 75 square feet of floor space per person in the sleeping area.

Section 5.4 *Effective Date*

This Part shall take effect May 1, 1978.

PART 6—LOCK-IN

Section

- 6.1 Policy
- 6.2 Involuntary Lock-In
- 6.3 Optional Lock-In
- 6.4 Schedule
- 6.5 Effective Date

Section 6.1 *Policy*

The time spent by prisoners confined to their cells should be kept to a minimum and required only when necessary for the safety and security of the institution.

Section 6.2 *Involuntary Lock-In*

(a) No prisoner shall be required to remain confined to his or her cell except for the following purposes:

- (i) At night for count or sleep, not to exceed eight hours in any 24-hour period;
- (ii) During the day for count or required institutional business that can only be carried out while prisoners are locked in, not to exceed two hours in any 24-hour period. This time may be extended if necessary to complete an off count.

(iii) Within 60 days of the effective date of this standard, the Department shall submit to the Board its list of institutions, if any, that require more than two hours of lock-in during the day because of unique problems. Pursuant to Part 16, the Board shall determine if any variance from the requirement of Section 6.2(ii) is necessary.

Section 6.3 *Optional Lock-In*

Prisoners shall have the option of being locked in their cells during lock-out periods. Prisoners choosing to lock in at the beginning of a lock-out period of two hours or more, shall be