



Department of Justice and Public Safety
Adult Custody Services

Policy: **Contraband D14**
Effective: February 2002
Revised: December 2022

MISSION STATEMENT

Adult Custody Services is committed to providing professional practices that respect human rights and ensure safety for all. To be successful we will deliver fair practices, incorporate transparent policies and procedures, ensure independent quality assurance processes, and provide program access that allows for educational, cultural, traditional, and faith-based services as well as mental wellness and community re-entry assistance.

PURPOSE

To provide procedural standards for the early detection of contraband, the continuity of evidence and the proper disposal of contraband

LEGISLATIVE AUTHORITY

[N.B Corrections Act](#)

[N. B. Corrections Act Regulations 84-257](#)

[Controlled Drugs and Substance Act](#)

SCOPE

This policy applies to all employees of the Adult Custody Services division of the Department of Justice and Public Safety.

POLICY GUIDELINES

Contraband refers to any substance or item which a client is not permitted to have in their possession.

The Superintendent is responsible for establishing a comprehensive plan for the control of contraband to ensure the safety, security, and good order of the institution.

PROCEDURE

Seizure

Staff members, who discover what they believe to be contraband, will seize the item and verbally notify the Sergeant or their designate. Written reports are to be completed by the end of the shift.

Local Policy

Local Policy development shall include direction on identification, control, secure storage, and disposal of all contraband.



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The Superintendent shall seek the advice of the local police agency and establish local policy and procedure for the disposal of all contraband items.

Disposal

The Superintendent shall turn over prescription medications and other drugs referenced in the Controlled Drugs and Substance Act to the local police for disposal. A record of all contraband turned over shall be maintained.

Unauthorized prescription and non-prescription medications, and alcohol found in the possession of clients shall be disposed of in accordance with requirements by the Department of the Environment, for the disposal of hazardous waste (e.g.: medications)

Medical services shall keep a container for disposal of dangerous items in the incinerator at the local regional hospital.

Contraband money

Contraband money shall be seized, and if through investigation is confirmed to be contraband forwarded in cheque form to:

Minister of Finance
Financial Services
Public Safety Department
P.O. Box 6000
Fredericton N.B., E3B 5H1

Two witnesses

Contraband shall be disposed of in the presence of two witnesses, and a report written.

RELATED POLICY

Section D15 Searches
Section D16 Request of Canine Services
Section D17 Seizures
Section D27 Segregation
Section E10 Client Guide
Section E14 Behavior Management Model- General
Section E15 Behaviour Management Model- Restorative Justice
Section E16 Behaviour Management Model -Appeals
Adult Institutional Policy Manual NB