



**Department of Justice and Public Safety.
Adult Custody Services**

Policy: **Personal Property E3**
Effective: March 2001
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 outline procedural standards for the receipt, storage, and maintenance of an clients personal property.

LEGISLATIVE AUTHORITY

[Chapter – 26 Corrections Act of New Brunswick.](#)

SCOPE

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

POLICY GUIDELINES

Clients will be required to surrender their personal property upon admission. In some institutions some personal clothing and property may be worn. All other personal property will be secured or disposed of according to policy E-1 Admissions Procedures

PROCEDURE

Personal items/photographs/hobbies

Superintendents will develop local policy with respect all personal items, musical instruments, mounting of photographs/drawing/posters and hobby/craft materials.

Clients may be permitted to display family photos in their cell/living area. Posters/drawing/photographs are not to be placed on any windows.

No offensive material

All items on display must be of good taste.

Loss of property

Claims that personal property is missing from a secure area will be investigated.

Compensation for loss

The Superintendent will determine if compensation is warranted.



Department of Justice and Public Safety.
Adult Custody Services

No property transactions

No financial or property transactions, including exchanging of clothes is permitted between clients.

RELATED POLICY

E1 Admissions Procedures
E18 Inter-Provincial/Territorial Transfers
E19 International Transfers
F6 Temporary Absence
F8 Humanitarian Releases
F9 Discharge Planning and Transitional Supports
Adult Institutional Policy Manual N.B