

**ARIZONA DEPARTMENT OF CORRECTIONS
DIRECTOR'S OFFICE**

MEMORANDUM

TO: DISTRIBUTION
FROM: CHARLES L. RYAN, DIRECTOR
DATE: August 8, 2013
SUBJECT: Director's Instruction # 319, Securepak

This Director's Instruction is effective immediately and will remain in effect until incorporated into Department Order #909, Inmate Property. This Director's Instruction supersedes the related section of Department Order #909, Inmate Property, as follows:

PURPOSE:

This Director's Instruction changes the ability for a non-incarcerated family member or friend to send Securepak packages to inmates and restricts eligibility to those that are on the inmates approved visiting list.

PROCEDURE:

909.01 PROPERTY- GENERAL

1.3 Inmates eligible through the Earned Incentive Program (EIP), as outlined in Department Order #809, Earned Incentive Program, are authorized to participate in the AZ Securepak Program. The program shall be conducted as follows:

1.3.3 **Each inmate may receive a Securepak from an approved adult visitor on that individual inmates visiting list. Products in a Securepak must come directly from the vendor and must comply with the requirements for allowable and authorized property.**

{Original Signature on File}