

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

MEMORANDUM

TO: DISTRIBUTION

FROM: CHARLES L. RYAN

DATE: December 4, 2015

SUBJECT: Director's Instruction # 340, Unauthorized Content and the Publication Review Process

This Director's Instruction is effective immediately and supersedes Department Order 914, Inmate Mail, Section 914.08, Unauthorized Publications and Material, subsection 1.1.18. This Director's Instruction will remain in effect until Department Order 914 is formally revised and issued by the Director.

PURPOSE

This Director's Instruction provides the interim criteria for the processing of certain unauthorized content and for the second level review of certain unauthorized content determinations.

NEW INSTRUCTION

This Director's Instruction deletes DO 914.08, subsection 1.1.18, which states, "Pictures, photographs, illustrations, text or other content that may encourage unacceptable sexual or hostile behaviors, or creates a hostile environment for volunteers including, but not limited to sexual representations of inmates, law enforcement, military, professional medical staff, teachers and Clergy."

Effective immediately, staff shall apply the following provision: "Content in publications, photographs, drawings, or in any type of image or text, that is or appears to be intended to cause or encourage sexual excitement or arousal or hostile behaviors, or that depicts sexually suggestive settings, poses or attire, and/or depicts sexual representations of inmates, law enforcement, military, medical staff, teachers or clergy."

Effective immediately, all determinations of unauthorized content pursuant to this revised provision or Department Order 914.07 (sexually explicit material) shall be subject to the Publication Review Process as currently set forth in Department Order 914.09.

{Original Signature on File}