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|  | DEPARTMENT OF CORRECTIONS AND REHABILITATION CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES | EFFECTIVE DATE: January 01, 2024 | POLICY NO.: COR.14.19 |
| | | SUPERSEDES (Policy No. & Date): COR.14.19 of November 13, 2023 | |
| SUBJECT: INMATE EDUCATION TECHNOLOGY ACCESS | | Page 1 of 3 | |

1.0 PURPOSE

To establish practices governing inmate technology access for academic and career and technical programs as regulated under the Department's Education Branch.

2.0 SCOPE

This policy applies to all corrections education programs in the State of Hawaii.

3.0 REFERENCES, DEFINITIONS & FORMS

.1 References

- a. DCR, P&P, COR.13.03, Adjustment Procedures Governing Serious Misconduct Violations and the Adjustment of Minor Misconduct Violations.
- b. DCR, P&P, COR.14.09, Academic and Career and Technical Program Standards.

.2 Definitions

- a. Education Program: Academic or career and technical programs approved by the Corrections Education Branch Manager and offered by a facility education program.
- b. Secure Network: Secure wireless network limited to Education Unit or Learning Center for the purpose of educational learning and instruction.
- c. Social Media: Includes but not limited to print, broadcast, digital, and online services such as Facebook, YouTube, Twitter, Instagram, TikTok, etc.
- d. Technology: For the purposes of this policy, the term refers to computers, desktops, laptops, and secure books.
- e. Technology accessories: For the purposes of this policy, terms refer to headphones, mouse, keyboard, AC Adapter, etc.

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.3 Forms

- a. DCR 8121, Student Technology Use Agreement form (attached).

4.0 POLICY

Inmates participating in academic and career and technical programs may have access to approved technology and technology accessories to meet their education, instructional, and research needs.

5.0 PROCEDURE

.1 Inmate access to technology within correctional facilities

- a. Inmates are limited to access to technology for educational programs designated for inmate use by the Education Supervisor and education staff.

Inmates may not use, access, view or interact (directly or indirectly) with technology for personal business or pleasure, to include social media. Legal work, writing letters, playing computer games, listening to music, viewing external emails and instant messages and inappropriate websites are strictly prohibited.

- b. The Corrections Education Supervisor and education staff are responsible for monitoring and approving inmate use, access and viewing of technology and technology accessories.
- c. Inmates are on notice that there is no expectation of privacy while using approved technology.
- d. Inmate access to technology and technology accessories within the education unit and/or learning center may be revoked at any time.

.2 Inmate Permitted Use of Technology

- a. Inmates are permitted to use approved technology for authorized educational purposes ONLY.
- b. Inmates shall sign DCR 8121, Student Technology Use Agreement prior to using approved technology and technology accessories.

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- c. Inmates shall not possess technology, USB flash drives, CDs or DVDs or any removable data storage device.

.3 Technology Audits and Disciplinary Action

- a. The Education Supervisor or designee shall conduct a review/audit of all technology to include checking for external websites that may have been illegally downloaded at the end of each day.
- b. Any adverse results shall be reported to the facility Chief of Security immediately.
- c. In accordance with DCR Policy P&P, COR.13.03, Adjustment Procedures Governing Serious Misconduct Violations and the Adjustment of Minor Misconduct Violations, inmates are subject to disciplinary action for any unauthorized use or damage of technology.

APPROVAL RECOMMENDED:



Deputy Director for Corrections

JAN 0 1 2024

Date

APPROVED:



Director

JAN 0 1 2024

Date

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