

BENZIE COUNTY JAIL



INMATE RULES AND REGULATIONS




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The following information is intended to describe in detail the Inmate Rules and Regulations that are required to follow while being incarcerated at Benzie County Jail. The Benzie County Jail is maintained and controlled by the Benzie County Sheriff and his staff. These rules are enforced to insure safe custody, decent living conditions and fair treatment for all inmates. As providers to all we ask that you treat all staff/vendors with the utmost respect.

Jail Administrator Daniel Smith: 

Sheriff Kyle Rosa: 

1. INTRODUCTION:

The following is a list of all rules and regulations that are to be observed by all inmates within the Benzie County Jail. These rules, which explain what is expected of you, are intended to ensure safety, custody, decent living conditions, and fair treatment during your incarceration.

You will notice that each **section** in this book is numbered. There are also numbers associated with each **Minor** and **Major** rule infractions. These numbers may be referred to on Disciplinary Reports or Warnings written by staff for rule infractions. Staff may also use the section numbers to answer specific questions. This procedure is intended to simplify your understanding of the jail rules and policies.

2. MANAGEMENT:

This jail will be managed and controlled by the Sheriff and his staff. All work assignments will be given by the Sheriff or his staff, and no inmate has the right to assign work to other inmates or to have any control or supervision over them.

Kangaroo Courts, Sanitary Courts and all other inmate organizations are forbidden. There will be no loud talking, whistling, or singing in the cell blocks. You may not summon correctional officers under pretext of an emergency. **Respect the rights of others.**

3. EMERGENCY PROCEDURE:

If there is an emergency in the Benzie County Jail, you will be informed over the speaker system as to what you are to do. You will follow the orders of the officers and keep calm at all times. In case the building has to be cleared, you will take nothing with you and follow the officers' orders. Follow the **YELLOW** arrows in case of a tornado and **RED** arrows for fire. Above all follow staff instructions.

4. MAIL:

All incoming and outgoing mail is subject to inspection and is processed on a daily basis. Mail from one inmate to another inmate (whether at this or another facility) is prohibited without prior written approval of the Sheriff or his designated administrator. Inmates found in violation of the provisions of this Section 4 will be subject to disciplinary action possible criminal.

Outgoing Mail: Inmates may send outgoing mail so long as it does not contain contraband, or is in violation of any laws, policies, or postal regulations. Envelopes for all outgoing mail must have only a mailing address, return address and proper postage. Writing and mailing supplies can be purchased from Commissary. If an inmate claims to be indigent and is unable to regularly maintain an inmate fund account to cover the costs of supplies, absent a court order requiring more, the inmate will be required to order an indigent kit off the commissary list marked **SPECIAL #9241**. Additional supplies may be allowed for the preparation of legal mail by an indigent inmate. Properly identified outgoing mail to an attorney or a court (i.e., legal mail) shall not be opened or read by jail staff. Legal mail going out must be properly addressed. If an inmate(s) need an envelope for legal mail, they will be provided one. However, the inmate will address the envelop in

front of the Correctional Deputy who will in turn seal it upon taking possession of it.

Incoming Mail: Inmates may receive incoming mail from the public:

- a. The incoming mail is on a standard size post-card (Max: 6" X 4 ¼"; Min 5" X 3 ½").
- b. Stamps are not allowed and will be removed from all incoming mail. Inside or outside.
- c. Postcards must be white in color and are available at any United States Post Office. Colored post cards / envelopes are not allowed.
- d. The mail is not contraband or containing prohibited or unlawful content.
- e. Picture post cards are not acceptable. (Polaroid Thickness or 2 ply)
- f. Incoming mail is not a violation of Probation/Parole

Properly identified incoming mail from an attorney or a court is not subject to the postcard limitation. Legal mail received for an inmate will only be opened in the presence of the inmate, inspected for contraband items, with confidentiality of writings being maintained. If at the Sheriff's discretion, the envelopes for the incoming legal mail are to be confiscated and destroyed, the inmate will be provided a suitable replacement envelope or container in which the legal mail may be kept. Properly identified envelopes (i.e., addressed to "Inmate Accounting") Upon written approval of the Sheriff or his designated administrator, an inmate who has been detained for thirty (30) or more days may also receive a limited number of family photographs through the Sheriff's office. At any given time, an inmate may only receive or retain up to a dozen (12) photographs in the inmate's cell. Except as otherwise provided in this Rule 4 (e.g., legal mail), and absent a court order to the contrary, all other incoming envelopes, packages, periodicals, or other non-postcard mailings are prohibited.

Except as otherwise authorized in Rule 4 (e.g., legal mail, authorized photographs, etc.), an inmate is prohibited from personally receiving packages of any kind, including periodicals, boxes, envelopes, or any non-postcard mailings. If any prohibited mailings or packages are received addressed to an inmate, a reasonable attempt will be made to return them to the identified sender.

5. ESCAPE - CONTRABAND:

Any inmate who escapes or attempts to escape or assists another to escape or is responsible for bringing into the jail any weapons, tools, narcotic drugs, or other contraband may be prosecuted as provided by law and the rules and regulations contained in this booklet. Conduct which disrupts or interferes with the security or orderly running of the institution, such as refusing to obey an order of any staff member, lying, being in an unauthorized area or interfering with inmate counts, is cause for discipline.

6. SAFETY:

There shall be no wrestling - horseplay, pushing, or fighting within the cell and living areas. Striking another inmate with a towel could cause the loss of eyesight and/or other injuries and will not be tolerated. Violations of this section will result in disciplinary action.

7. SMOKING POLICY:

The Benzie County Jail is a non-smoking facility. There will be no use of any tobacco products of any kind in this facility.

8. CLASSIFICATION:

Respective classification status will fall into security levels from maximum to minimum. This classification is determined by current/past convictions; current/past institutional behavior; pending charges or holds in other jurisdictions (if any); sentenced or unsentenced; and/or any information that may be deemed appropriate with regard to your personal security or the security of the facility. These may include physical needs, mental health needs, or separation from other inmates. Reclassification will occur every 30 days.

NOTE: Your classification can change when charges are altered or reduced; when you are sentenced; due to periodic review; and/other reasons recommended by jail staff.

During classification, the Sergeant and/or Corrections Deputy will give you a brief orientation explaining your classification and will answer any questions concerning the inmate rules and regulations. Any questions on inmate programs (GED classes, AA meetings, NA meetings, group counseling, etc.), should be referred to the inmate CIDNET unit. Any questions on the Inmate Guide shall be explained to you so you will know how to conduct yourself, your rights, or privileges, and of the programs and services available to you.

The Corrections Deputy will classify and assign your living unit.

Appeal Process: Any inmate who so desires may appeal his/ her classification (in writing) in any of the three basic areas (security level, housing assignment or programs), within ten days of the primary classification or reclassification by addressing the appeal to: JAIL ADMINISTRATOR - APPEAL OF CLASSIFICATION.

9. CIDNET / TELEPHONE COMMUNICATION:

Inmates will conduct all requests via the CIDNET machine located in each housing unit for medical, mental health, inmate programming, grievances, hygiene etc. – including razors, hair clippers and all other non-emergency requests. CIDNET is also utilized for inmate visits with approved visitors via the facetime application. Contacts/visitors must provide a form of ID like a driver's license etc. with a picture on it. This can be utilized from the Sheriff Office Lobby at no charge and / or from the approved visitors phone at a cost preset through the CIDNET Vendor. Inmates are not to use the phone for extended periods of time as other inmates need telephone usage. Phones utilized by inmates are recorded. This includes, but is not limited to, the phones in all inmate dorms, and booking areas. You can lose your phone privileges for illegal activities on the phone, harassing people, for monopolizing the phone, or at the request

of persons being called repeatedly. You are not allowed to share your pin number with other inmates. If you do share your pin could result in misconducts for inmates involved.

10. GRIEVANCES:

Special written complaints regarding issues that an inmate feels that he/she is having i.e., lack of services, something wrong with housing, food service, medical and/or issues with staff etc. This can also involve grievances regarding disciplinary actions can be addressed directly to the Jail Administrator, Undersheriff, or Sheriff. Action will be taken depending on the situation and circumstances of the grievance. Inmate(s) must first make **every reasonable effort** to resolve the situation through contact with a Correctional Deputy. If the inmate(s) cannot resolve the issue they are encouraged to file a written grievance through the CIDNET machine. The grievance at this point will begin at the Sergeant level and then to the Administration if the situation is not resolved to a satisfactory conclusion for all parties concerned.

11. PERSONAL PROPERTY:

Inmates admitted into the Benzie County jail will not be permitted to keep personal property in their cell EXCEPT: prescription glasses, one wedding band (no stones allowed in the ring), necessary legal documents from an attorney and/or court, phone numbers). All property will be returned upon release from the Jail. An inmate is prohibited from transferring any personal property, including clothing, to another inmate. Inmates are also prohibited from having staff retrieve items from their personal property while being incarcerated. Inmate Keys and Phones are the only things that can be released. Unless above and beyond what is allowed to be given out will be by a case by situation by the Jail Administration.

12. INMATE GROOMING AND PERSONAL HYGIENE:

Each inmate is responsible for maintaining sanitary conditions, including personal hygiene and cleanliness of living and Housing Unit areas. Inmates shall be permitted freedom in personal grooming as long as their appearance does not conflict with the department's requirements for safety, security, identification, and hygiene.

The designated hair cutting area shall permit close observation by the staff. It is the policy of the Benzie County Sheriff's Office to establish standards and proper procedures regarding inmate grooming and personal hygiene. Inmates requesting haircuts shall submit a written request to Staff the day before. Inmate haircuts will be completed at the direction of the Correctional Deputies every Sunday. Head or facial hair is subject to the following prohibitions and limitations:

1. Inmates will not possess or wear artificial hairpieces.
2. Where health standards indicate, inmates working in food preparation and food serving areas will wear hairnets and face coverings if needed at all times. Gloves will be worn when preparing, making, or touching any food items.
3. Inmates will not be granted inmate worker status unless they meet the grooming standards for their assignment.

13. INMATE BATHING / HYGIENE SUPPLIES:

Inmates are required to keep themselves clean. Department issued soap in the shower and toilet paper will be provided on a weekly basis. The frequency of such issuances may be limited in the event an inmate's use of such items is unnecessarily wasteful. Inmates will be provided with adequate time, (15 mins if so, deemed by staff due to number of inmates in an area) and facilities to shower. Inmates assigned to food services are required to shower daily. Personal hygiene needs will not be denied for disciplinary reasons; however, they may be denied temporarily for safety or security reasons.

14. INMATE ATTIRE:

Jail uniforms are provided by the county. Inmates are to be properly dressed at all times and prepared for movement within the jail or for court appearances. Jail uniforms shall be worn properly in the dayroom areas of the unit and pant legs shall not be rolled up above the ankles. Full uniforms will be handed out every Wednesday and Sunday mornings along with the other days receiving boxers or underwear, and socks. When turning in dirty laundry all extra laundry must be turned in if not you will be subject to a misconduct. Shirts and pants will be worn properly when in the dayroom. If jackets are in the unit, they are only for outside use not in the dayroom. Blanket exchange for all inmates will take place every first Monday of each month.

15. SANITATION RESPONSIBILITIES OF INMATES:

ALL inmates will:

Be responsible for the cleanliness of their working and living areas. This will include walls, floors, sink, toilet, windows and other property within their room, cell or living area unless a specific assignment covering any portion or item therein has been given, by proper authority, to another inmate or person.

1. Be responsible for proper use and care of any cleaning equipment or materials issued to them by the Corrections Deputy in charge of their area.
2. Exchange soiled linen, bedding and clothing as provided for in the rules of this facility in order to keep their person in sanitary condition. Daily pick up of dirty laundry will occur at 1630 hrs.
3. Avail themselves to all shaving, bathing, hand washing and haircutting facilities as provided via CIDNET.
4. Report to the medical staff any illness or disease contracted, or if there is any reason to believe an illness or disease has been contracted, and any injury requiring treatment.
5. Obey all direct orders of any staff members pertaining to conducting and maintaining themselves and their assigned living or work areas (or any area in which the inmate may be present) in a sanitary manner.
6. Store **ALL** personal items (mail, pictures, commissary items, books, papers, and hygiene items) in the property box provided. Excess items found outside of the property box can and will be confiscated. Property boxes are to be stored neatly on the floor underneath the bunks. Property boxes shall not be used as seats and/or tables.

7. Return bedding, towels, clothing and other items or equipment issued to you in good condition when you leave the facility. These items belong to the County of Benzie, and you can be prosecuted for the destruction of any issued equipment or clothing.

You will not be permitted to store any non-commissary (sealed) food items in your cell area. Your bed will be made, and personal belongings neatly stored. Sheets and Blankets will remain on the mattress at all times. No articles such as books, papers, towels, socks, etc., are allowed between or hanging from the bed at any time. You will be awakened at 0800 hours (8:00 am) each day for breakfast and then prepare for the cleaning cart. Upon cleaning All trash is to be placed in the waste receptacle provided.

16. CELL INSPECTIONS:

Cell blocks will be kept clean by everyone. Cells must be kept clean and in neat order at all times.

Cleaning supplies will be supplied each morning. Deputies will specifically check for the following:

1. Trash in the cell areas and dayrooms
2. Towels or items of any kind hanging on the cell doors or room dividers/partitions.
3. Writing or drawing on the walls
4. Damaged or defaced cells or equipment
5. Items taped, pasted, or attached to any surface in the cell from the bed to the walls etc. is forbidden.
6. Blankets or bedding of any kind hanging from bunks.
7. Blankets on the table or floor
8. Floors not swept or not mopped.
9. Beds are to be made – extra bedding/sheets will be taken.
10. Dirty toilets, sink area.
11. All contraband will be taken/extra food.
12. Window ledges clear of items of any kind. Hanging items or covering windows is cause for disciplinary action. Unless for a brief time using the toilet.

17. INMATE GOOD TIME:

Every prisoner whose record indicates that there are no violations of the rules and regulations of this jail may be granted up to a one (1) day reduction for each six (6) days of sentence. This is commonly referred to as Good Time. It is automatically computed into the out date the jail figures. The Sheriff has control of good time

18. MEDICAL SERVICES:

You must request medical visit via CIDNET and/or during medication pass from an officer or a nurse. The medical staff will act upon sick call slips that require professional attention. If your condition is an emergency, tell the Deputies and medical staff personnel will be notified immediately. Over the counter medications such as aspirin, antacids, Tylenol, cold tablets (Loratadine), laxatives, etc., are available on commissary and can be ordered weekly. If you are indigent these items will be supplied to you through the commissary. More frequent requests may require a nurse and/or doctor visit.

All medication must be reviewed and ordered by the jail physician; this includes medication brought to the jail.

ALL inmates have the right to medical treatment. Signs are posted in the booking area advising the inmate how to obtain medical treatment. If a person is booked in with an existing medical problem and is referred to see a nurse practitioner or a doctor based on the nurse's initial assessment, the visit is free. If they opt not to see a nurse, a nurse practitioner, or a doctor at that time, but do so at a later date, they will be charged for the visit.

19. MEDICAL FEES:

On-site Nurse Practitioner/ Physician visit: \$30.00; On-site medical care fees will automatically be deducted from your inmate account and unpaid balances will continue to be deducted from any monies brought to the jail on subsequent incarcerations. Off-site medical care such as x-rays, physician visits, dental procedures, hospital care, dialysis and emergency room care are the responsibility of the inmate, and your insurance will be billed for the actual charges. If you still owe fees for medical care after you are released from the facility, you will be billed for those costs. All inmates will receive necessary medical care regardless of ability to pay. Unpaid medical bills may be turned over to a collection agency.

20. INMATE ACCOUNTS:

Any money that you have with you at the time of booking, will automatically go toward your intake kit-small are \$5 and large are \$12.50 / booking fees = \$12.00 You may purchase articles from the commissary through this account not exceeding \$300.00 per order. On Site snack packs that are sold for \$10/\$15 can be purchased @ 2 per day. If your family or friends wish to provide money for you while in jail, they must deposit it in the Kiosk in the jail lobby, or on-line (jailatm.com) so it can be credited to your account. All orders must be in by 7pm / each Monday no exceptions it's computerized.

All remaining funds will be returned to the inmate upon his release, only after it is determined that there are no outstanding charges owed. If you are sent to prison, a check will be issued for your remaining funds and will be delivered to the prison by the transporting staff.

- After the money has been recorded in your account, you will receive a copy of your receipt.
- Money deposited into an inmate's account belongs to that inmate. It cannot be transferred or assigned to any other inmate, either as property (commissary) or funds. Due to housing costs etc. Benzie County Jail will take a percentage of all funds deposited for living costs.
- No commissary products will be passed between inmates or dorms. Inmates found in violation of this rule will be subject to disciplinary action.
- All commissary account money must be deposited before Monday at 6pm in order to receive commissary. **NO EXCEPTIONS.**
- Commissary phone orders must be completed by 7pm Monday. Any order, totaling more than the balance available in your account, will be reduced to funds available.
- If you are released after 11:00 a.m. Tuesdays, the order is yours and will be held here after Thursday delivery. It is your responsibility to claim your property. You have 7 days for commissary and 30 days for personal property.

No credits will be given. If you are sent to prison, your order will be included in your belongings to be picked up by family or friends within 30 days.

- Any outstanding charges for medical visits as well as Tether, Fines & Costs and other court obligations will be deducted from your account. If you have a question about these bills, write to the Benzie County Jail addressed to the Jail Administrator.

21. MEALS:

Meals are planned to fulfill your nutritional needs and are served three (3) times daily. Each inmate shall take only his/her OWN tray from the serving tray, or as may be directed by the Correctional Deputy. Failure to follow this procedure may result in disciplinary action.

Special Diets: Authorization for vegetarian meals, pork-free meals, meals that affect allergies, and/or based on religious beliefs will be completed at booking. If for some reason this information was not conveyed at booking inmates will notify staff via CIDNET.

All other dietary restrictions must be authorized by Medical Services. Special diets will only be given to inmates with confirmed allergies, religious or diets prescribed by a physician. Medical Services will contact your doctor to confirm any type of dietary restrictions. Please give your doctor's name and location when requesting a special diet. A doctor's visit maybe required, which you will be charged for. This is in compliance with the Rules for Jails and Lockups.

22. TELEPHONE:

If you are committed to the jail and assigned to a cell, there is a permanent telephone installation in each day room. This is a pre-paid call only phone and is available for your use from 8:00 a.m. until 19:30 p.m. daily before lockdown. The party that you wish to call need to set up an account by going to: cidnet.net to set up your account.

23. READING MATERIAL:

Reading material is available from the library that inmates can visit 2 times a week. Books must be returned to the library in good condition. All reading material will be stored in your property box when not in use. Inmates will be limited to five (5) books and three (3) magazines in their possession at a time. Library is a privilege and if inmates are using the reading material for anything other than their intended purpose your ability to go to the library would be in question other than for legal reasons.

24. INMATE WORKERS:

The position of inmate worker is a privilege, not a right. The Sheriff or his designee has the final say regarding who will be selected for inmate worker status. Not every inmate is eligible or qualified to be an inmate worker. Sentenced inmates who are interested in being an inmate worker should write the Classification Sergeant. The Sheriff's designee shall determine which inmates are eligible to be assigned as an inmate worker based upon their risk to the facility security, ability to perform the task, medical clearance, ability to conform to the rules and ability to get along with the jail staff and other inmates.

Inmate workers shall not leave the building unless authorized by a deputy. Those selected to the position of inmate worker will be expected to maintain proper grooming standards and be medically cleared.

25. VISITATION:

On-Site Lobby Video Visitation is held 7 days a week. Visitation runs from 8am to 7:30pm. From 12pm to 1:00 p.m. and 5:00 p.m. to 6:00 p.m. visitation is closed for lunch and dinner. Visitors must be signed in one half hour before the close of visitation. Visitors considered a minor which is any child under the age of 17yr old will not be allowed to visit unless accompanied by an adult. Two people are permitted to visit at one time. Every visitor must provide a valid driver's license, state I.D. or military I.D. The visitation week begins on Sunday. The management of visits is your responsibility.

26. RELIGIOUS SERVICES:

The jail chaplain is on duty Monday and Friday for your spiritual needs either in person or through CIDNET. Religious counseling is available through the chaplain. Bibles and Bible lessons are provided through the religious services in the jail. The chaplain coordinates regular services held in the all-purpose room throughout the week. If you wish to see a minister or priest personally, your request will be forwarded to the Chaplain to make the arrangements.

27. COSTS OF INCARCERATION:

In accordance with Act 118 of 1984, you will be billed for the cost of your incarceration. You will be asked questions about your finances upon booking or release.

Failure to cooperate during this process may result in the loss of good time and/or you may be held accountable in a court of law. Room and board fees are currently \$35.00 per day. This charge is separate from court costs. Unpaid room and board charges may be turned over to a collection agency. We accept cash, credit/debit cards or money orders made payable to the Benzie County Sheriff's Office.

28. DISCIPLINARY ACTION:

Violation of jail rules are classified as either verbal, minor, or major infractions.

Minor Infractions may be handled informally by counseling or by advising you of expected conduct. Communications with your attorney will not be restricted.

Sanctions that can occur at this level; dismissal of the misconduct up to 7 days Loss of Privileges (LOP) and/or 3 days of Top lock in the cell.

NOTE: 3 minors together depending on the severity can equal a Major infraction. If this occurs infractions if found guilty can incur those penalties associated with Major Infractions.

Major infractions could result in the loss of good time, solitary confinement, or loss of privileges for any period of time. If you are charged with a major rule infraction, you will be advised in writing of the specific charge as soon as practical after the incident. You may request a disciplinary hearing within 24 hours of receiving the charges. Sanctions that can occur at this level; dismissal of the misconduct up to 15 days Loss of Privileges (LOP) including up to 7 days of Top Lock in a reassigned cell. At this level your

classification can increase causing you to be moved to a higher security housing unit.

A disciplinary board, consisting of Correctional Sergeants and/or designated senior Correctional Deputies, will conduct the hearing normally within 72 hours (excluding holidays and weekends) of your request to determine the validity of the charge and the type of discipline.

You may be allowed to call witnesses and present documentary evidence in your defense if doing so will not jeopardize institutional safety or correctional goals. You do not have the right to confrontation or cross examination.

The disciplinary board will provide you with a written finding of facts as soon as practical upon conclusion of the hearing, but in any case, within 72 hours (excluding holidays and weekends). The finding of the disciplinary board, or any disciplinary action, may be appealed to the jail administrator. The appeal must be made within 24 hours after you have received the board's findings, or the disciplinary report in minor disciplines.

The decision on the appeal will be made by the jail administrator within 72 hours of the appeal date (excluding holidays and weekends) and you will be informed of the appeal decision in writing.

As an inmate of this institution, you may be charged both administratively and criminally on the same charge.

A written report of all disciplinary action against you will be filed in your Jail Management File.

29. MINOR RULE INFRACTIONS:

1. Throwing or wasting food.
2. Indecent exposure.
3. Rattling cell doors or otherwise summoning Correctional Deputies under pretext of an emergency.
4. Adulteration of any food or drink.
5. Unauthorized possession of property belonging to another person.
6. Loaning of property or anything of value for profit or increased return.
7. Possession of anything not authorized for retention or receipt by the inmate and not issued to him through regular institutional channels (i.e., money, jewelry, unauthorized clothing, tobacco products, lighters or matches).
8. Abuse of TV, telephone, or other people's property.
9. Possession of food not sold in commissary or storing food provided from the jail is to be eaten not stored.
10. Mutilating or altering clothing or bedding issued by the jail.
11. Being unsanitary or untidy - Not keeping the living quarters, work area, or jail clean and neat in accordance with posted standards.
12. Refusing to work as directed by staff or supervisor.
Encouraging others to refuse to work or participating in work stoppage.
13. Refusing to obey an order of any staff member, insubordination.
14. Unexcused absence from work or any assignment.
15. Malingering, feigning an illness.
16. Insolence towards a staff member which can turn to a Major.
17. Lying or providing a false statement to a staff member.
18. Being in an unauthorized area.
19. Conduct which disrupts or interferes with the security or orderly running of the institution, including yelling, loud talking, whistling, singing or other disruptive behavior.
20. Failure to follow safety or sanitation regulations.
21. Using any equipment or machinery which is not specifically authorized or contrary to the instructions or posted safety standards.
22. Having pictures or other such materials on cell walls, or any items in or hanging from the bars at any time, or otherwise obstructing the view of officers looking into the cell.
23. Failing to stand for roll call, general inspection or otherwise interfering with the taking of count on each shift.
24. Gambling.
25. Using abusive language.
26. Failing to keep one's person and one's quarters in accordance with posted standards.
27. Misuse of property storage tote/box (i.e., used as seat/table).
28. Tattooing or self-mutilation.
29. Unauthorized communication with other inmates.
30. Unauthorized use of mail, telephones, or visitation systems (i.e., Using another inmate's video visitation or phone PIN).
31. Failure to proceed from one cell block to another area of the jail as directed.
32. Burning any material in cell or dayroom.
33. Threatening another with bodily harm, or harm against his person or property.
34. Inappropriate conduct or disruptive behavior during medical sick call.
35. Tampering with or blocking any locking device.
36. Tampering with or attempting to obstruct any ventilation, plumbing, electrical, lighting or communication system, including continuously running the water. Depending on the amount of money.
37. Possession of excess linen: blankets, clothing, mattresses, towels, or sheets. ** Unless approved by medical. **
38. Use of any item as a light shield or deflector.
39. Uniform not worn properly, or items worn on the head (other than shower caps during a shower).
40. Failure to maintain an orderly bunk bed (sheets and blankets folded on bunks at all times).
41. Attempting to commit any of the above offenses, aiding another person to commit any of the above offenses, and making plans to commit any of the above offenses shall be considered the same as a commission of the offense itself.

30. MAJOR RULE INFRACTIONS:

1. The possession or receipt of any contraband including any attempt to receive or aiding and abetting another to receive any contraband by having such brought in or any attempt to have it brought into the jail.
2. Violation of the Criminal Code.
3. Assaulting any person.
4. Fighting
5. Extortion, blackmail, protection: demanding or receiving money or anything of value in return for protection against others to avoid bodily harm, or under threat of informing.
6. Engaging in sexual acts with others.
7. Making sexual proposals, threats, and / or gestures to others. This includes same sex and heterosexuals.
8. Infliction of punishment or threat of same under pretense of law on any inmate.
9. Escape.
10. Attempting and/or planning escape.
11. Wearing a disguise or mask other than for medical etc.
12. Setting a fire.
13. Destroying, altering, or damaging jail property or the property of another person.
14. Stealing (theft).
15. Possession or introduction of an explosive or any ammunition.
16. Possession or introduction of a gun, firearm, weapon, sharpened instrument, knife, or unauthorized tool.
17. Possession, introduction or use of any narcotics, narcotic paraphernalia, drugs, or intoxicants not prescribed or authorized for the individual by the medical staff.
18. Misuse of authorized medication – cheeking/hiding medications.
19. Rioting.
20. Encouraging others to riot, and/or go against staff in anyway.
21. Engaging in or encouraging a disruptive group demonstration.
22. Counterfeiting, forging, or unauthorized reproduction of any document, article of identification, money, security, or official paper.
23. Disobeying a Direct Order from Staff
24. Making and/or being intoxicated.
25. Possessing any officer's clothing, staff clothing, or trustee clothing and not being assigned.
26. Attempting to commit, aiding another to commit, or making plans to commit any of the above offenses, shall be considered the same as a commission of the offense.
27. Out of Place

31. CONFIDENTIALITY:

The jail staff will treat any information or statements you give about incidents and/or activities within the jail as official police reports. It is our hope that you participate with the jail staff to make this a safe and orderly environment to live in.

32. SEXUAL MISCONDUCT:

The goal of the Benzie County Jail Facility Staff is to provide a safe and secure environment for staff and inmates. The Benzie County Jail has a zero-tolerance standard for the incidence of inmate sexual assault and sexual related offenses or attempts thereof. We will make the prevention of sexual assault a top priority. We will strictly enforce all federal, state, and local laws regarding inmate and/or staff sexual misconduct, threats of sexual assault or intimidation. You can help by reporting to any staff members comments or actions that you hear or see that suggest a person has or will be subjected to sexual violations or presenting a threat to harm themselves or others.

Below are some offices that may be of value to you during your incarceration at Benzie County Jail.

85th District Court - Benzie

231-882-0019
448 Court Place
Beulah, MI 49617
231-882-0019

19th Circuit Court

PO Box 484
Manistee, MI 49660
231-723-6664

19th Circuit Court Probation/Parole

Agent Anchak / Koenig
448 Court Place, Beulah, MI
231-882-0042

85th District Court Probation - Benzie

231-882-0561
448 Court Place
Beulah, MI 49617
231-882-0019

85th Benzie CO Probate Court - Benzie

231-882-9675
448 Court Place
Beulah, MI 49617
231-882-0019

85th Benzie CO Friend of the Court

231-882-0023 / Manistee 231-398-3514
448 Court Place
Beulah, MI 49617
231-882-0019