

103 CMR: DEPARTMENT OF CORRECTION

103 CMR 974.00: COUNTY CORRECTIONAL FACILITIES -- SANITATION AND HYGIENE

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974.01: General

Each facility shall comply with applicable regulations of the Massachusetts Department of Public Health, as required by statute, regarding maintenance and sanitation in county correctional facilities.

974.02: Environmental Health Officer (Required)

In accordance with Department of Public Health regulations, each Sheriff/facility administrator shall appoint a qualified environmental health officer to ensure that 103 CMR 900.00 and the regulations of the Department of Public Health (105 CMR) are adhered to and properly monitored.

974.03: Interior Cleanliness

A written housekeeping plan for all areas of the facility's physical plant shall provide for daily housekeeping and regular maintenance, by assigning duties and responsibilities to staff and inmates.

974.04: Inspection Plans (Required)

Written policy and procedure shall govern facility inspection plans and shall include, but not be limited to, the following:

- (1) At least weekly sanitation inspections of all institution areas by a designated qualified employee;
- (2) A comprehensive and thorough monthly inspection of the facility by an environmental health officer;
- (3) At least annual inspections by the Department of Public Health;
- (4) Semi-annual inspections by the Department of Correction Standards Compliance Unit;
- (5) All inspections shall be documented and all inspection reports shall be maintained by the Sheriff/facility administrator or designee; and
- (6) Deficiencies noted in any of the above reports shall be responded to with appropriate plans of action and in accordance with any specified guidelines.

974.05: Outside Grounds

Each county correctional facility shall develop a written plan ensuring that the outside grounds shall be maintained in a neat and orderly condition, in good repair and fit the uses intended.

974.06: Insect and Rodent Control (Required)

Written policy and procedure shall govern the control of vermin and pests. When they exist, such pests shall be exterminated in a manner which is not hazardous to the health of inmates or employees, by a person with appropriate licensing.

974.07: Liquid and Solid Waste Control (Required)

Written policy and procedure shall govern the storage and disposal of all liquid and solid wastes in a manner designed to prevent transmission of disease, creation of nuisance and the breeding of insects.

974.08: Personal Hygiene

Each county correctional facility shall provide the means for inmates to adhere to acceptable personal hygiene practices, including:

- (1) Availability of articles needed for personal hygiene, including, but not limited to, soap, toothpaste or tooth powder, toothbrush, and articles for feminine hygiene;
- (2) Availability of sufficient showers or bathtubs as required by State or local codes;
- (3) Water temperature for showering or bathing shall be thermostatically controlled (minimum 110°F, maximum 130°F); and
- (4) Written policy and procedure shall provide for the availability of hair care services. The Sheriff/facility administrator may charge a reasonable fee not to exceed \$10.00 for any haircut provided.

974.09: Clothing

Written policy and procedure shall provide for the following:

- (1) The issue of clean, suitable and presentable clothing to new inmates, as necessary;
- (2) The issue of all clothing shall be recorded to provide accountability for its use;
- (3) As necessary, the issue of special clothing and protective clothing and equipment (specialized work assignments); and,
- (4) The availability of at least weekly laundering or clothing exchange.

974.10: Linens and Bedding

Written policy and procedure shall provide for the following:

- (1) A standard issue of bedding and linens including:
  - (a) a suitable, clean, flame retardant mattress, to include a mattress with an integrated pillow;
  - (b) two clean sheets, a clean pillowcase, and flame retardant pillow;
  - (c) two clean bath-size towels; and
  - (d) sufficient clean blankets to provide comfort under existing temperature conditions.
- (2) Availability of weekly laundering or exchange of all linens.

974.11: Water Supply (Required)

Each county correctional facility shall provide documentation of certification that the water supply meets all applicable laws or regulations of the governing jurisdiction.

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974.12: Tobacco Use Prohibited

Pursuant to M.G.L. c. 270, § 22, smoking is prohibited in the state house or in a public building or in a vehicle or vessel, owned, leased, or otherwise operated by the Commonwealth of Massachusetts or in a political subdivision thereof, or in a space occupied by a state agency or department of the Commonwealth which is located in another building, including a private office in a building or space mentioned in this sentence.

REGULATORY AUTHORITY

103 CMR 974.00: M.G.L. c. 124, § (1), (c), (d), (q) and (r); c. 127, §§ 1A and 1B.

NON-TEXT PAGE