



INFORMATION SHEET #1

Procedures Handbook 4300

WORKING WITH CALIFORNIA INMATE
FIRE CREWS

Basic Regulations related to Association with Prison Inmates

Persons who work with or near inmates of institutions and camps may occasionally become involved with legal difficulties for violating various rules and regulations concerning associations with inmates and wards. To avoid these legal difficulties the following basic regulations are provided:

1. Do not assist any ward or inmate to escape (felony);
2. Do not allow or assist any ward or inmate to communicate in any manner with outsiders. Do not accept from, deliver to, a ward or inmate any letter, message, or package;
3. Do not permit former wards, inmates, or persons of disreputable character to associate with wards or inmates;
4. Do not allow any ward or inmate to use a telephone or other communication instrument which would permit contact with persons not connected with the camp program;
5. Do not allow any person not associated with the camp program or work project to associate with wards or inmates or interfere with ward or inmate activity;
6. Do not give or promise to give, or loan to, or trade or barter, and do not accept from any ward or inmate, or former ward or inmate not currently associated with the camp program, money, gifts, or personal services;
7. Do not, in any way, contact or communicate with families or known associates of wards or inmates for any purpose;
8. No CAL FIRE employee shall strike or lay hands on a ward or inmate unless it is in self-defense, or unless it is necessary to prevent serious injury to person or property;
9. No personal firearms are permitted to be kept in a State residence or a barracks within camp limits;
10. Guns or any object that may be classified as a weapon, or any alcoholic beverage must not be brought within the camp limits or to an area where wards



INFORMATION SHEET #1

Procedures Handbook 4300

WORKING WITH CALIFORNIA INMATE
FIRE CREWS

or inmates may be present. Drugs prescribed for a CAL FIRE employee may be brought into the camp or work area but must be kept in the personal possession of the employee for whom they were prescribed, or if so arranged, in the locked storage area provided by the correctional agency. No other drugs or narcotics may be brought within camp limits or to a work area where wards or inmates may be present;

11. Firearms kept in residences adjacent to but outside the camp limits shall be stored in a locked rack or cabinet in a separate place from all ammunition for such arms. It is recommended that bolts, locks, or other removable parts of such firearms be kept in a separate storage;
12. There shall be no drinking of alcoholic beverages on duty;
13. No employee shall drink any intoxicating beverage while in the presence of a ward or inmate;
14. No employee shall report for duty when it is evident that he/she has recently been drinking;
15. Gambling, in any form, is prohibited in the presence of or with any inmate;
16. Only CAL FIRE employees with proper training will directly supervise inmate crews.