POLICY STATEMENT:

Prisoners shall be permitted to exercise their religious beliefs within the constraints necessary for the safety, security, and good order of the facility.

RELATED POLICIES:

03.02.105	Volunteer Services and Programs
04.05.120	Segregation Standards
05.03.140	Prisoner Visiting

POLICY:

GENERAL INFORMATION

A. For purposes of this policy, "prisoner" includes parolees in Department correctional facilities and probationers in the Special Alternative Incarceration Program (SAI).

B Religious freedom is a constitutionally guaranteed right. All recognized religions enjoy equal status and protection, subject to those limitations necessary to maintain the safety, good order and security of the facility, including the health and safety of prisoners and staff. Any religious accommodation not currently recognized in policy shall be requested and tracked using the process outlined below.

C. No employee, agent of the Department, or other prisoner shall proselytize, nor permit others to proselytize, any prisoner without their consent. No prisoner shall be discriminated against, or given preferential treatment, because of their religious beliefs or practices.

D. Prisoners may maintain head and facial hair in accordance with their religious beliefs provided that reasonable hygiene is maintained and identification cards are kept current.

E. Unless approved by the Warden, facility Chaplains shall not be assigned duties that are primarily the responsibility of custodial staff. Religious volunteers also shall not be used to perform custodial or any other duties or duties that are the responsibility of staff. Each facility shall assign a staff member to serve as a backup to the Chaplain.

F. A prisoner may contribute funds to external religious organizations that are authorized to receive tax-exempt donations in accordance with PD 04.02.105 "Prisoner Funds."

G. During yard/dayroom time, prisoners may gather for religious discussion and/or prayer, provided the gathering is not disruptive and does not exceed maximums outlined in the yard/dayroom rules. Prisoners shall not be coerced into participating in religious discussion and/or prayer. Extra yard/dayroom time will not be authorized to facilitate additional gatherings. If non-religious items/materials are permitted on the yard or in the dayroom at a facility, then religious items/materials shall also be permitted on the yard and in the dayroom; however, religious items shall not be passed from prisoner-to-prisoner. Religious items passed from Prisoner-to-Prisoner may be confiscated as contraband in accordance with PD 04.07.112 "Prisoner Personal Property," and a misconduct may be written in accordance with PD 03.03.105 "Prisoner Discipline."

CHAPLAINCY ADVISORY COUNCIL

H. A Chaplaincy Advisory Council (CAC) comprised of representatives of various faiths and denominations, serves in an advisory capacity to the Department regarding religious policy and programming. The CFA Special Activities Coordinator (SAC) shall be a member of the CAC and ensure that all major religions are represented. Organization and membership of the CAC is governed by its constitution and bylaws. The CAC constitution and bylaws shall not conflict with any Department policy or procedure and are subject to the approval of the Deputy Director.

I. Upon request of the Deputy Director or designee, the CAC or its individual members may assist in evaluating religious programming and the screening and selection of facility Chaplains.

DEPARTMENT RECOGNIZED RELIGIOUS GROUPS

J. The Department recognizes religious groups for the purpose of identifying those groups authorized to conduct group religious services and attend group religious activities and for identifying authorized personal religious property prisoners belonging to the religious group may possess, subject to PD 04.07.112 “Prisoner Personal Property” and PD 05.01.142 “Special Alternative Incarceration Program.” Attachment A identifies those religious groups recognized by the Department that are authorized to conduct group religious services and attend group religious activities as well as Department-recognized religious accommodations, including authorized personal religious property members of that religious group may possess. Prisoners are allowed to possess personal religious reading material of any religion as set forth in Paragraph QQ.

K. The CFA SAC shall maintain the Religious Groups Handbook that sets forth general information on the beliefs, practices, and customs of each recognized religious group. The Handbook also shall identify religious holy days, including any fasts or feasts prisoners shall be permitted to observe consistent with Department policy (e.g., Ramadan fasts, Seders, Eid-ul-Fitr and Eid-ul-Adha observances). The CFA SAC shall ensure that the Handbook is available on the Department’s Document Access System (DAS). The Religious Groups Handbook is intended to provide a brief overview to staff of the beliefs and practices of Department-recognized religious groups. The information and guidelines in the Handbook must be implemented only as outlined in MDOC policies and procedures.

L. A prisoner or group of prisoners belonging to a religious group not already recognized by the Department may request Department recognition of that group by submitting a Religious Recognition Form (CSJ-999) to the facility Chaplain. The request shall include information regarding the group's religious beliefs and practices. The Chaplain or their backup shall ensure all supporting documents are included in the packet, and that all completed packets are referred to the CFA SAC for review. The CFA SAC shall conduct all necessary inquiries and finalize the CSJ-999, including the reason for the denial, if denied.

M. A group may be granted recognition if it is determined to be a bona fide religious group with beliefs and practices not adequately represented by an existing recognized religious group, and the practice of the religion does not pose a custody and security threat. All CFA Assistant Deputy Directors (ADD) and Wardens shall be advised of the final decision.

SOLICITATION/RECEIPT OF FUNDS

N. Recognized religious groups, and prisoners acting on behalf of the group, may solicit and collect funds only as specifically authorized by this policy. Religious groups that are not recognized by the Department cannot solicit or collect funds from any source.

O. Recognized religious groups and their members are prohibited from charging or receiving donations or anything else of value from any prisoner, including prisoners who are members of the group or who wish to attend group services or activities. Recognized religious groups may only receive new donations from vendors, and they are permitted to receive funds from the Prisoner Benefit Fund (PBF), in accordance with PD 04.02.110 “Prisoner Benefit Fund.” Funds received from the PBF may be spent only as follows, subject to the Warden's approval:

1. To contribute to a charitable organization that is authorized to receive tax-exempt donations

and is approved by the Warden or designee.

2. To purchase items benefiting the religious group.

3. Other expenditures as approved by the Warden. However, under no circumstances shall funds be used to purchase any personal property for (i.e., items purchased for a single prisoner, including religious literature, pendants, etc.) or any computer equipment. Funds received by the religious group also shall not be used for banquets or similar special meals.

P. All funds collected by a recognized religious group shall be deposited directly into a facility account created for the group. The account shall be created and maintained as a sub-account of the PBF. The facility's Administrative Officer shall ensure the proper handling of cash, sales records and receipts, and the reconciling and depositing of all funds. Funds remaining in the account of a religious group that has not had a member for at least one year shall be placed in the PBF and the account closed. The Department and its employees are not responsible for the unpaid bills of a recognized religious group.

RELIGIOUS SERVICES AND ACTIVITIES

Q. A prisoner shall not be restricted from joining and attending the services and activities of a religious group because of race, color, national origin, age, sex, height, weight, marital status, partisan consideration, disability, genetic information, or any other protected category.

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R. Information on group religious services and activities available within a facility shall be made available to prisoners during orientation. Prisoners also shall be kept informed about opportunities to participate in offered religious services and activities on a continuing basis. This shall include posting a schedule of all offered religious services and activities in a location where it can be seen by prisoners. Prisoner attendance at group religious services and activities shall be scheduled by the Chaplain or their backup in conjunction with the appropriate Deputy Warden or designee. Except in SAI, attendance also shall be in accordance with PD 04.04.130 "Prisoner Movement within an Institution."

S. Each prisoner shall be allowed to identify their religious affiliation, but will not be recognized as belonging to, or allowed to participate in the services or activities of, more than one religious group at any given time. Prisoners may change or declare their religious affiliation no more often than twice in a 12-month period and must submit the Declaration of Religious Preference form (CSJ-177). The Chaplain or their back up shall ensure that the prisoner's religious affiliation as identified on the Declaration of Religious Preference form is entered on the Department's computerized database within five business days after the Chaplain receives the form. The original form shall be retained in the prisoner's counselor file.

T. Prisoners shall not serve as clergy or leaders of religious groups even if qualified to do so, except as set forth in Paragraph GG. Prisoners who hold religious credentials shall not have those credentials recognized within a facility.

U. Special provisions for the observance of holy days shall be permitted only as authorized and specifically provided for by Department policy and if resources permit. Prisoners who wish to attend special holy day services that do not include a fast or feast must submit a written request to the Chaplain at least 30 days before the holy day to provide time for processing. Holy day services that include a fast or feast are addressed in Paragraph CCC.

GROUP SERVICES/ACTIVITIES

V. Group religious services shall be offered at all facilities for prisoners belonging to a recognized religious group, unless there is evidence of a specific security risk related to a religious group's requested practice. To the extent that any religion's practice is limited based on a showing of a security risk, there shall be a reevaluation of the need for limitations no less than every six months. Each group shall be allowed a weekly religious service unless resources such as time, space, and staffing are limited, in which case the following shall be followed in allotting available resources:

1. Each major faith group within the same custody level of a facility may be required to hold joint

services (e.g., there may be one non-sectarian service for Christian prisoners, one for Islamic prisoners, one for Jewish prisoners, and one for Native American prisoners).

2. The Warden or designee may establish a maximum number of hours that shall be available per week or month for group religious services and activities and divide those hours among recognized religious groups at their facility. All recognized religious groups shall be allowed at least some opportunity for group services.

W. There shall be at least one suitable area designated for conducting group religious services and activities within each facility. Staff shall have access to any area where group religious services or activities are being conducted. However, staff shall be as respectful of religious practices as possible, consistent with necessary custody and security controls. These areas shall be subject to search, which shall be conducted in the presence of the Chaplain or their back up, if possible. However, searches shall not be delayed if a Chaplain or their back up is not readily available. Care should be taken so items that have been consecrated or are considered sacred are treated with respect and appropriate care.

X. A prisoner shall not possess or have control over candles, candle holders, lighters, or any incendiary device used during group religious services or activities unless approved by the CFA Deputy Director. Unless approved otherwise, these items must always remain under control of staff or volunteer clergy while in use. In addition, there must be in-room staff supervision of group religious services or activities whenever a candle is used.

Y. In Level IV and V, group religious services and activities shall have continuous in-room staff supervision at all times. If resources permit approval of group religious services for two Level I or Level II prisoners, the group services of the two prisoners shall have continuous in-room staff supervision at all times. Subject to Paragraph X, group religious services and activities in Level I and Level II shall have at least random in-room staff supervision. However, every effort shall be made to have continuous in-room staff supervision when a religious service is being led by a prisoner assistant pursuant to Paragraph GG. In all other cases, the Warden shall determine the need for in-room staff supervision for group services and activities. However, staff must be readily available in the area when in-room staff supervision is not required. Staff providing in-room supervision shall remain in the room where the service or activity is being conducted during the entire service or activity. To ensure that prisoners are engaging only in conduct appropriate to the practice of the religion, staff providing in-room supervision shall listen to and watch those attending the service or activity. This supervision shall be as unobtrusive as possible, consistent with custody and security controls.

Z. When attending group religious services or activities, prisoners shall engage only in conduct appropriate to the practice of the religion. Failure to comply with this requirement may result in the prisoner being required to leave the area or result in termination of the service or activity.

AA. When attending group religious services or activities, prisoners shall not engage in conduct that poses a threat to the safety, security, or good order of the facility, including but not limited to (1) Guarding, controlling, or positioning themselves so as to appear to be guarding or controlling, the entrance to or exit from the religious service or activity (2) Militaristic type behavior (e.g., saluting each other; marching) shall not be permitted. Failure to comply with these requirements may result in the prisoner being required to leave the area or result in termination of the service or activity.

BB. Prisoners may be released from work or school assignments to attend group religious services and approved holy day observances. However, prisoners shall not be released to attend other religious activities. A prisoner must submit an Offender Religious Accommodation Request/Appeal Form (CSJ-997) at least 15 days prior to the service or holy day observance to be released from their work or school assignment. Prisoners released from a work or school assignment to attend group religious services or holy day observances will not be paid for their absence from the assignment. Prisoners shall not return to the assignment at the conclusion of the group religious service or holy day observance unless specifically requested to do so by the work or school supervisor.

CC. Religious services and activities should be scheduled when the majority of prisoners have leisure time (e.g., evening and weekend hours). If resources permit, additional services and activities may be scheduled to accommodate those prisoners who are normally on a work or school assignment when

other prisoners have leisure time. Chaplains shall be available at the facility when the majority of services and activities are scheduled.

DD. The Warden or designee may reschedule any group religious service or activity at their facility or restrict the size of the group attending religious services or activities, for custody and security reasons.

EE. Group religious services and activities shall be offered only for religious groups recognized by the Department. Prisoners shall be permitted to attend only the group religious services and activities offered for the religion they have designated in writing as their religious affiliation. Group religious services and activities for prisoners in segregation shall be offered only as set forth in PD 04.05.120 “Segregation Standards.”

FF. The Warden may suspend or cancel a religious group service and activity if holding the particular service or activity would constitute a threat to the safety, security, or good order of the facility. The Warden or designee shall document in writing the reasons for the suspension or cancelation. If a Warden suspends or cancels a group religious service or activity that is not rescheduled, it shall be reported on a Notice of Group Religious Service Suspension or Cancellation (CAH-1047) to the appropriate ADD and the CFA SAC. Group religious services and activities may not be suspended or cancelled for the same religious group for more than one week without authorization from the appropriate ADD, which shall be documented on the CAH-1047, and notification to the CFA SAC. If group religious services are suspended or cancelled for the same religious group for more than 30 days pursuant to this paragraph, the reasons documenting the suspension shall be re-submitted by the Warden or designee and subsequently reviewed and approved or denied by the appropriate ADD.

GG. The facility Chaplain or their back up may approve a prisoner to temporarily assist in leading a group religious service only if there are no qualified outside volunteers nearby who are available to lead the service. In such cases, in-room staff supervision shall be provided as set forth in Paragraph Y. Prisoners acting as temporary assistants to the Chaplain shall not be recognized by courtesy titles (e.g., Minister, Priest, Reverend, Imam, Padre, Father, Sister, Brother, Grand Sheik) in the facility. They also shall not represent themselves to members of the public, staff or other prisoners with such titles.

HH. Facility Chaplains shall maintain records of attendance at group religious services but shall not include those records in any of the prisoner's commitment files.

II. Religious study groups are not required for any religious group; however, they may be permitted in the following circumstances: (1) If a religious study group is approved for one religious group, the same must be offered to all approved religious groups at the facility, (2) Group religious services and activities are the primary consideration when scheduling, and religious study groups shall not interfere with or limit scheduling of any religious group service or activity. Cancelling or suspending an already authorized religious study group shall be documented in accordance with Paragraph FF.

REQUESTS FOR RELIGIOUS ACCOMMODATION

JJ. If a prisoner wants to request a religious accommodation that is not currently addressed in policy**,** they must fill out the Offender Religious Accommodation Request/Appeal Form (CSJ-997) and submit it to the facility Chaplain for review and processing. A separate CSJ-997 shall be completed for each requested accommodation. The facility Chaplain or their backup shall contact the prisoner within 10 business days of receipt of the CSJ-997 to verify accuracy, completeness, scope of the request, and the accommodation sought. The CSJ-997 must be submitted in a timely manner to allow a reasonable time for processing.

KK. If the requested accommodation is already permitted in policy (including PD 05.03.150 Attachment A), the Chaplain or their backup may document on the Offender Religious Accommodation Request/Appeal Response Form (CSJ-998) where this is already addressed in policy and notify the prisoner in writing that a religious accommodation is not necessary to meet their religious needs. If the requested accommodation is not already permitted in policy, the facility Chaplain or their backup shall forward a copy of the request, interview comments, and suggestions to the SAC for review.

LL. Additional information may be required before a final determination on the request is made. Prisoners are responsible for providing any requested information to the facility Chaplain as soon as possible. Failure to provide the requested information may result in denial of the accommodation requested. Any copies of records requested by the facility Chaplain, their backup, or the SAC shall be made by MDOC staff at no cost to the prisoner.

MM. After receiving input from appropriate divisions or units, the SAC shall make a final determination on a religious accommodation request and shall follow-up with the Warden to ensure that any approved religious accommodation is provided to the prisoner in a timely manner. Religious accommodations shall be provided in a manner consistent with all applicable policies and procedures, as well as security concerns. The final decision shall be reported on the Offender Religious Accommodation Request/Appeal Response Form (CSJ-998), that shall be returned to the facility Chaplain or their backup. The facility Chaplain or their backup shall ensure the prisoner receives a copy of the decision.

RELIGIOUS ACCOMMODATION APPEALS

NN. A prisoner who wants to appeal a decision made by the SAC must complete the Offender Religious Accommodation Request/Appeal Form (CSJ-997) within 30 days of the date on the Offender Religious Accommodation Request/Appeal Response Form (CSJ-998) and send the appeal through the facility Chaplain or their backup to the SAC. The SAC shall review the CSJ-998 for new information that may yield the request to be approved. If there is no new information, the SAC shall forward the original request, the Offender Religious Accommodation Request/Appeal Form (CSJ-997), and the Offender Religious Accommodation Request/Appeal Response Form (CSJ-998) to the CFA ADD of Operations for review and final determination.

OO. Only the CFA ADD of Operations, in consultation with the Office of Legal Affairs (OLA) Administrator or designee, may make a final determination on a religious accommodation appeal. Additional information may be required before a final determination on the appeal is made. If the appeal is granted, the CFA ADD of Operations shall follow-up with the SAC to ensure that the approved religious accommodation is provided to the prisoner in a timely manner. Religious accommodations shall be provided in a manner consistent with all applicable policies and procedures, as well as security concerns. The final decision shall be reported on the Offender Religious Accommodation Request/Appeal Response Form (CSJ-998), which shall be returned to the facility Chaplain. The facility Chaplain or their backup shall ensure the prisoner receives a copy of the decision along with a copy of the original appeal. A prisoner may not grieve a final determination.

RELIGIOUS MATERIALS

PP. Prisoners are allowed to receive religious reading material through the mail and from the facility Chaplain or their back up, subject to PD 04.07.112 “Prisoner Personal Property,” PD 05.03.118 "Prisoner Mail," and PD 05.01.142 “Special Alternative Incarceration Program.” Facility Chaplains or their backups shall ensure that religious reading material from a variety of religious groups is available for prisoner use. Chaplains or their backups shall ensure only new reading material can be donated to the facility for this purpose. Unsolicited religious material will not be accepted by the facility. Hard cover religious materials received after February 9, 2026 are prohibited.

QQ. In addition to religious reading material, prisoners are allowed to possess personal religious property that is necessary to the practice of the prisoner’s religion unless an item presents a threat to the safety, security, and good order of the facility, as determined by the CFA Deputy Director and subject to PD 04.07.112 “Prisoner Personal Property” and PD 05.01.142 “Special Alternative Incarceration Program.” Attachment A identifies personal religious property authorized by the CFA Deputy Director for prisoners who are members of a religious group recognized by the Department. Only religious property identified on Attachment A or an approved Offender Religious Accommodation Request/Appeal Form (CSJ-997) shall be permitted. Attachment A or an approved CSJ-997 shall also identify restrictions on the possession and use of such property. All personal religious property is subject to search at any time. If a prisoner has a religious belief that needs to be taken into account when handling religious property, the prisoner must submit an Offender religious accommodation Request/Appeal Form (CSJ-997).

RR. If a prisoner changes their designated religion, any religious items other than reading material in their possession that are not necessary to the practice of the prisoner's newly designated religion shall be considered contraband. Contraband shall be disposed of as set forth in PD 04.07.112 “Prisoner Personal Property.”

RELIGIOUS MENUS/MEALS

SS. The regular menu shall be posted a minimum of one week in advance at all facilities to ensure prisoners have the opportunity to review the menu and determine if it meets their religious tenets. Prisoners shall be permitted to abstain from any foods that violate their religious tenets. Non-meat entrees shall be available as set forth in PD 04.07.100 “Offender Meals and Food Quality Assurance.”

TT. The Department offers a statewide standardized religious menu to meet the religious dietary needs of prisoners at the following facilities: Alger Correctional Facility, Baraga Correctional Facility, Carson City Correctional Facility, Central Michigan Correctional Facility, Chippewa Correctional Facility, Duane Waters Health Center, Earnest C. Brooks Correctional Facility, Gus Harrison Correctional Facility, Ionia Correctional Facility, Kinross Correctional Facility, Lakeland Correctional Facility, Macomb Correctional Facility, Muskegon Correctional Facility, Newberry Correctional Facility, Oaks Correctional Facility, Parnall Correctional Facility, Special Alternative Incarceration (SAI) program at Cooper Street Correctional Facility, St. Louis Correctional Facility, Thumb Correctional Facility, Women’s Huron Valley Correctional Facility. The religious menus shall comply with Kosher and Halal religious tenets. A prisoner who has been approved for a religious menu and who believes the statewide standardized religious menus do not meet their religious or dietary needs may request an alternative menu using either the Offender Religious Accommodation Request/Appeal Form (CSJ-997) or Offender ADA Reasonable Accommodation Request/Appeal Form (CSJ-562). An alternative menu will be developed and provided only with approval of the CFA Deputy Director and only if it is determined that the statewide religious menus do not meet the religious dietary needs of the prisoner. All religious menus shall meet the minimum nutritional standards set forth in PD 04.07.100 “Offender Meals and Food Quality Assurance.” The CFA Deputy Director or designee shall determine at which facilities religious meals will be offered.

UU. A prisoner may eat from a religious menu only with approval of the CFA SAC. Approval shall be granted only if it is necessary to the practice of the prisoner’s designated religion, including the prisoner’s sincerely held religious beliefs. To request approval, the prisoner must submit a written request to the Chaplain using the Offender Religious Accommodation Request/Appeal Form (CSJ-997). A prisoner whose request is denied shall not be allowed to submit another request to eat from that religious menu for at least one year from the date of denial.

VV. A prisoner approved to eat from a religious menu shall be provided appropriate meals within a reasonable time after the approval. The prisoner shall be transferred to a facility offering the meals, if necessary. Once the religious menu is provided, the prisoner shall not be allowed to eat from the regular menu. The prisoner shall continue to be provided meals from the religious menu except as set forth in Paragraphs WW and YY. A prisoner must notify Food Service in writing of the approval upon arrival at any subsequent receiving facility. Although Food Service may receive notification of the meal approval from Department staff, it is the prisoner’s responsibility to provide notification to ensure that the meals are provided in a timely manner. The Food Service Director shall ensure that the meals are provided as soon as possible, but not later than five business days after receipt of notice.

WW. A prisoner approved to eat from a religious menu must notify the Chaplain in writing if they no longer want to eat from that menu. The approval shall be rescinded upon receipt of the request. Whenever religious meals are no longer required to be served to a prisoner, Food Service shall discontinue preparing the meal for the prisoner as soon as possible, but no later than five business days after receipt of notice.

XX. Facilities that offer religious menus shall ensure a process is in place for monitoring approved prisoner store and Friends & Family packages. Facilities shall also ensure Administrative Hearings, pursuant to Administrative Rule 791.3310, are conducted as appropriate.

YY. A prisoner approved to eat meals prepared from the religious menu who is found at an administrative hearing conducted pursuant to Administrative Rule 791.3310 to have either possessed or consumed

food that violates a tenet of their designated religion shall be referred to the facility Chaplain or their back up to discuss the matter and be counseled on how to conform their conduct to the religious dietary requirements. The Chaplain or their backup shall document the counseling in writing. If, subsequent to this counseling, the prisoner is found at an administrative hearing to have again possessed or consumed food that violates a tenet of their designated religion, the prisoner's approval to eat meals prepared from the religious menu shall be rescinded. The prisoner may apply for reinstatement to eat from the religious menu no sooner than 60 calendar days after the approval is rescinded the first time and no sooner than one year after approval is rescinded a second time. A prisoner who has approval rescinded three or more times must appeal to the CFA Deputy Director for reinstatement to eat from the religious menu.

ZZ. An annual Passover Seder shall be conducted at the Parnall Correctional Facility (SMT) and the Women's Huron Valley Correctional Facility (WHV) under the direction of the CFA SAC. Only prisoners who designated Judaism as their religious affiliation shall be permitted to attend the Seder. The Warden shall determine necessary custody supervision, consistent with requirements set forth in this policy.

AAA. Muslim prisoners need not participate in Ramadan to participate in Eid observances.

BBB. The following steps shall be completed when any outside group wants to donate food for religious observances:

1. The group submits a written request to the Warden at least 30 calendar days prior to the religious observance.

2. The group identifies the food, quantity, and the specific observance for which the food is being donated. Prisoner store food items are not permitted for prisoner religious observances.

3. If the Warden approves the request, they forward it to the CFA SAC.

4. The CFA SAC approves or denies the request and notifies the Warden. If approved, the food shall go through custody and security protocol before it is allowed into the facility.

Note: The MDOC will not cook any donated food. Food for religious observances is meant to be symbolic and does not supplement the three meals per day that are provided by the Department. Excess food at the end of the service shall be discarded by MDOC staff or removed from the facility by the group that donated the food.

CCC. Prisoners shall be permitted to observe religious fasts and feasts that are necessary to the practice of their religion, as approved by the CFA SAC and set forth in the Religious Groups Handbook and Attachment A. Prisoners who wish to participate in approved religious fasts or feasts must submit a written request to the Chaplain at least 45 days before the start of the fast or feast and include their desired meal type unless the facility designates an earlier deadline. Failure to indicate a meal-type preference will result in the prisoner being assigned regular meals by default or religious menu meals, if applicable.

DDD. If an individual prisoner wants to observe a religious fast or feast that has not already been approved by the CFA SAC, the prisoner must submit a written Offender Religious Accommodation Request/Appeal Form (CSJ-997) to the Chaplain and include information regarding the religious observance.

EEE. If a group of prisoners want to observe a religious fast or feast that has not already been approved by the CFA SAC, they must submit a written request to do so to the Warden or designee, and shall include information regarding the religious observances. The Warden or designee shall refer the request and supporting documents to the CFA SAC through the appropriate chain of command for approval. If necessary, the CFA SAC shall present the material to the CAC for additional review. Approval shall be granted only if the fast or feast is necessary to the practice of a bona fide religious observance and the fast or feast would not pose a threat to the order and security of the facility. The CFA SAC shall ensure ADDs and Wardens are notified of newly approved religious fasts or feasts.

FFF. Special religious meals and food items shall be provided to prisoners only as set forth in this section. This does not apply to food items that may be sold in the prisoner store pursuant to PD 04.02.130

"Prisoner Store" or provided to prisoners as religious sacraments if approved.

BAPTISMS

GGG. Wardens shall ensure their facility operating procedure includes a process for accommodating prisoner requests for baptisms, taking into consideration their facility's programming needs and available resources. All facility operating procedures shall be reviewed by the CFA SAC prior to being approved to ensure consistency statewide. Baptisms should be accommodated for prisoners in all general population security levels; however, institutional custody and security shall be considered when accommodating baptisms for each security level. Baptisms may be scheduled during regular callouts for group religious services or holy day observances. Baptisms shall be conducted in accordance with Departmental safety and health procedures subject to PD 03.04.110 "Control of Communicable Diseases," PD 03.04.120 "Control of Communicable Bloodborne Diseases," and PD 04.03.101 "Occupational Safety and Health." Baptisms may be conducted by appropriate religious volunteers. Prisoners are not to perform any religious sacraments for other prisoners. Departmental employees shall not be required to perform any religious ritual, ceremony, or sacrament.

HHH. Prisoners who want to request a baptism must submit an Offender Religious Accommodation Request/Appeal Form (CSJ-997).

CLERGY AND RELIGIOUS VOLUNTEERS

III. Clergy shall be permitted to respond to the religious and spiritual needs of a prisoner who requests assistance, consistent with Department policies and procedures. Clergy may keep pastoral confidences intact except when withheld information would endanger the safety, security and good order of the facility or the community, including the health and safety of members of the public, staff, or prisoners.

JJJ. The Warden may permit a qualified religious volunteer to conduct group religious services and activities for religious groups recognized by the Department. Clergy (e.g., Priest, Rabbi, Imam, Reverend) serving as religious volunteers are required to have an endorsement from their religious authority and be approved to provide volunteer services pursuant to PD 03.02.105 "Volunteer Services and Programs." Religious volunteers are subject to the same restrictions on contact with individual prisoners as other volunteers, except that religious volunteers who are members of the clergy may visit, correspond, or otherwise communicate with individual prisoners for religious counseling if approved by the Warden.

KKK. Prisoners shall have access to a facility Chaplain or their backup. Facility Chaplains shall be duly credentialed or ordained by a recognized religious group. The Chaplain or their backup shall have access to all areas of the facility necessary to perform their job duties. The Chaplain or their backup shall function as coordinator of the facility's religious programming and be available to respond to the religious and spiritual needs of any prisoner who requests assistance, regardless of their religious affiliation. Chaplains or their backup shall visit segregation units at least weekly to be available to prisoners in those units who want to meet with them or as needed upon request of segregation unit staff.

LLL. Chaplains or their backup shall endeavor to develop and maintain relationships with religious resources in the community. With the approval of the Warden, they also may assist employees during times of personal crises.

MMM. In larger facilities and in areas where several facilities are in close proximity to each other, the Department shall attempt to fill Chaplaincy vacancies so that as many faiths as possible are represented on the Chaplaincy staff. The CFA SAC or designee shall serve on interview panels to fill such vacancies.

PROCEDURES

NNN. If necessary, to implement requirements set forth in this policy directive, Wardens shall ensure that operating procedures are developed or updated.

AUDIT ELEMENTS

OOO. A Primary Audit Elements List has been developed to assist with self-audit of this policy pursuant to PD 01.05.100 "Self-Audits."

ATTACHMENTS

PPP. This policy includes the following attachment:

1. Attachment A - Approved Religious Accommodations/Observances

APPROVED: HEW 02/09/2026

ATTACHMENT A

APPROVED RELIGIOUS ACCOMMODATIONS/OBSERVANCES

Below is a list of Department-recognized religious accommodations, including property, holy day observances, fast/feasts, etc. Offenders seeking accommodations not listed below must submit a written Offender Religious Accommodation Request/Appeal Form (CSJ-997).

NOTE: Offenders in Level I through V may wear an approved item that is identified by an asterisk while attending group religious services or activities, while going directly to and from group religious services or activities, and while in their cell.

Prisoners in Level I through V may wear an approved item not identified with an asterisk at any time, subject to the restrictions of this or any other policy.

Prisoners in segregation may possess and wear approved items only as set forth in PD 04.05.120 “Segregation Standards.”

All religious symbols and emblems shall be worn only under clothing, unless otherwise approved.

One ounce of religious oils may be possessed. Religious oils are available through a vendor approved by the CFA Deputy Director.

RELIGIOUS GROUP	ACCOMMODATION
AL-ISLAM (MUSLIM)	One prayer rug (no larger than 30”x48”) One strand of dikr beads no longer than 24” One kufi cap or tarboosh for men Two hijabs for women (no longer than 45”x45”) One star and crescent pendant no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck) WUDU socks (3 pair limit) Hemming of State Issue pants. Two turbans for men (no larger than 45”x45”) Miswak sticks Ramadan Eid Ul Fitr Service Eid Ul Adha
ASATRU/ODINISM	One set of Rune Cards, made from card stock, no larger than 4”x6” One Thorr's Hammer, no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck) Spring Equinox Summer Solstice Autumnal Equinox Winter Solstice
BAHA'I	Nineteen Day Baha‘i Fast Declaration of Bahaullah Declaration of Bab Ascension of the Bahaullah Martyrdom of the Bab Birth of the Bab Birth of the Bahaullah Day of the Covenant Ascension of the Abdul-Baha
BUDDHISM	One strand of meditation beads no longer than 24” One picture of The Buddha not to exceed 9"x12" (no frame) Meditation pillow

	Full moon –April Mid-April New Year Full moon/May Full moon/July *Other Important festivals:* New Year (*Mahayana*) Nirvana Day Buddha‘s Birthday Mid-Summer/Spring/Autumn (Obon) Buddha‘s Enlightenment January/February New Year (*Vajrayana tradition)* Buddha‘s Birthday (*Vajrayana tradition)*
THE CHURCH OF CHRIST, SCIENTIST	One cross no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck)
CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS (MORMONS)	Easter Founding of LDS Church Pioneer Day Christmas
CHURCH OF SCIENTOLOGY	L. Ron Hubbard’s Birthday Celebration - first publication of “Dianetic” International Auditors Day International Association of Scientologists
HARE KRISHNA	One picture of Lord Krishna, not to exceed 9”x12” (no frame) One strand of japa beads no longer than 24” One bead bag Gaura Purnima Ratha Yatra Birthday of Lord Krishna Birthday of Swami Prabhupada Radhastami Diwali Govardhana Puja
HEBREW ISRAELITE	One yarmulke for men * One tallit (prayer shawl) One tefillin for men One Star of David no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around neck) One tallit katan for men, which shall be worn only <u>under</u> clothing (i.e. it shall not be visible) Tu B'Shevat (Minor Holiday) Fast of Esther Purim Passover Shavuot Fast of Tammuz Fast of Tisha B'av Rosh Hashana Fast of Gedaliah Yom Kippur Sukkot Shemini Atzeret Simchat Torah Chanukah

HINDUISM		One Om, no larger than 1½"x2", with a chain or string no longer than 24" (when worn, must be worn around the neck) Makar Sankranti Vasanta Panchami Maha Shivaratri Holi Chaitra Navrati Sri Krishna Jayanti (Janmashtami) Diwali
INSTITUTE OF DIVINE METAPHYSICAL RESEARCH		None
JEHOVAH'S WITNESSES		The Lord's Evening Meal
JUDAISM		One yarmulke for men
	*	One tallit (prayer shawl)
		One tefillin for men One Star of David no larger than 1½"x2", with a chain or string no longer than 24" (when worn, must be worn around neck) One tallit katan for men, which shall be worn only <u>under</u> clothing (i.e. it shall not be visible) Tu B'Shevat (Minor Holiday) Fast of Esther Purim Passover Shavuot Fast of Tammuz Fast of Tisha B'av Rosh Hashana Fast of Gedaliah Yom Kippur Sukkot Shemini Atzeret Simchat Torah Chanukah
MOORISH SCIENCE TEMPLE OF AMERICA	*	One fez for men (red only; no added or identifying insignia)
		One fez bag for men
	*	Two turbans for women (no larger than 45"x45")
		One blue 1" lapel pin (without title or rank) One red 3" badge (without title or rank) One nationality card One Moorish Science Circle Seven pendant with a chain or string no longer than 24" (when worn, must be worn around the neck) Prophets Birthday Celebration Moorish New Year Tag Day Ramadan Eid Ul Fitr Service Eid Ul Adha Moorish Convention October Ramadan *(7 AM to 7 PM)*
NATION OF GODS AND EARTHS		* One kufi (crown) for men * Two gula's (turban) for women (no larger than 45"x45"). One chain with universal flag pendant. Pendant no larger than 2", with a chain or string no longer than 24" (when worn, must be worn around the neck) Allah's Birthday (Father's Day) February 22 (Fast Day) Earth Appreciation Day (last weekend in March)

		Show and Prove Day (June 13th) Family Day (Last Saturday in August) Day One Day (October 10th) Ramadan
NATION OF ISLAM	*	One fez for men (black only; no added or identifying insignia) Two hijabs for women (no longer than 45”x45”) * One red or black clip-on bow-tie for men One prayer rug (no larger than 30”x48”) One star and crescent pendant no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck) Savior’s Day Ramadan Eid Ul Fitr Service Eid Ul Adha Birthday of Elijah Muhammad Holy Day of Atonement
NATIVE AMERICAN		One medicine bag, no larger than 3”x5” when laid flat, with contents restricted to sage, sweet grass, cedar, bear berry leaf, mullein leaf, red willow bark, red sumac leaf, spearmint leaf, peppermint leaf, and lavender. The contents also may include protection medicine, such as a small pebble or piece of legal vegetation that is considered by the prisoner to have special significance but does not pose a threat to the custody and security of the facility. When the medicine bag is worn, it must be worn around the neck on strip of leather or string no longer than 24”) Two braids of sweet grass for smudging during group religious ceremonies and activities unless sweet grass also is part of contents of medicine bag; maximum one braid per order. Ghost Feast
ORTHODOX CHRISTIAN		One cross or crucifix no larger than 1½”x2”, with a chain or string no longer than 24" (when worn, must be worn around the neck) One chotki (prayer rope) no longer than 24” A maximum of three Orthodox Christian card stock icons no larger than 4”x9” Baptism of our Lord Jesus Christ in the river Jordan Meeting of the Lord Child Jesus in the Temple Annunciation of the Holy Virgin Mary Jesus’ Entry into Jerusalem (Palm Sunday) Good Friday Holy Saturday Resurrection (Easter or Pascha) Ascension Pentecost or Descent of the Holy Spirit on the Apostles Transfiguration Assumption of the Holy Virgin Mary Elevation of the Holy Cross Nativity of the Holy Virgin Mary Presentation of the Holy Virgin Mary in the Temple Nativity of Our Lord Jesus Christ
PROTESTANT CHRISTIANITY		One cross or crucifix no larger than 1½”x2”, with a chain or string no longer than 24" (when worn, must be worn around the neck) Epiphany Ash Wednesday Palm Sunday Maundy (Holy) Thursday Good Friday Easter Ascension (Christ’s return to the Father in heaven)

	Pentecost All Saints Day Christmas
RASTAFARIAN	*Rastcap (not to exceed 45”x45”) Grounding Day Marcus Garvey’s Birthday Ethiopian New Year Ethiopian Christmas
ROMAN CATHOLIC	One crucifix or cross no larger than 1½”x2”, with a chain or string no longer than 24" (when worn, must be worn around the neck) One rosary no longer than 24” (prisoners may continue to possess rosaries longer than 24” that were purchased prior to the effective date of this attachment) Solemnity of Mary Ash Wednesday Palm Sunday Easter The Ascension of the Lord The Assumption of the Blessed Virgin Mary All Saint’s Day Immaculate Conception of the Blessed Virgin Mary Christmas
SACRED NAME	Yahshua’s Memorial Feast of Unleavened Bread Feast of Weeks Feast of Trumpets Day of Atonement Feast of Tabernacles Last Great Day
SEVENTH DAY ADVENTIST	One cross no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck) Easter Christmas
SIKH	One pendant (Ik Onkar or Khanda) no larger than 1 ½”x2”. with a chain or string no longer than 24” (when worn, must be worn around the neck) Hemming of State Issue pants Daster- Sikh Turban (no larger than 45”x45”) Guru Granth Sahib Diwali Guru Tegh Badadur Guru Nanak Dev Ji Guru Gobind Singh Lohri Hola Mohalla Vaisakhi (Khalsa) Martyrdom of Guru Arjan
THELEMA	One deck of Tarot Cards, made from card stock, no larger than 3½”x4¼” The Feast of the Supreme Ritual The Equinox of the Gods The Feast of the Three Days of the Writing of the Law Summer Solstice The Feast of the Prophet and His Bride Autumn Equinox The Feast of Death (Death of Aleister Crowley)

	Winter Solstice Croleymas (Birthday of Aleister Crowley)
WICCA	One deck of Tarot Cards, made from card stock, no larger than 4”x6” One Celtic Cross or Pentacle, no larger than 1½”x2”, with a chain or string no longer than 24” (when worn, must be worn around the neck) Imbolc (Candlemas) Vernal Equinox - Ostara Beltane (Gaelic May Day) Summer Solstice - Lith Lughnassad, Lunasa, Lughnasadh, Lammas (start of harvest) Autumnal Equinox - Mabon Samhain (marks the start of “darker half” of year) Yule or Winter Solstice
IFA/YORUBA/ORISHA	One set of 16 cowry shells One strand of white consecrated beads no longer than 24” One picture of The Orisha not to exceed 9”x12” (no frame) Up to seven Collares/Ileke neck beads with a chain or string no longer than 24” (when worn must be worn around the neck and must not wear more than one at any given time). Eni mat (no larger than 30”x48”). One 10 inch by 10 inch plain white cloth (when laid flat) that may be placed on the prisoner’s bunk, shelf, or desk to serve as a religious altar. Oggun Oya Ochagrinan Aguema Orichaoko Ochosi Ellegua Aganyu-Sola Yewa Yemaya Obatala Los Ibeyi Orunla Dada Inle Chango Babalu-Aye

APPROVED: HEW 03/18/2026