


Yukon Corrections: Adult Custody Policy Manual

Section:	C Inmate Programs and Services	Effective Date:	January 1, 2012
Number:	C 2 Inmate Programs		
Item:	C 2.11 Canteen		
Approved by Director, Corrections:		Revised:	December 29, 2020

STATEMENT OF POLICY

This policy describes the operation of the canteen service.

AUTHORITIES

Corrections Act, 2009 ss. 1, 2, 14, 15, 16, 35.01

Corrections Regulation, ss. 8, 25, 26

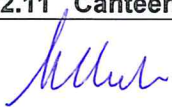
DEFINITIONS

Canteen: a set list of prescribed items from which inmates may purchase products such as hygiene items, snacks, writing instruments, etc. in addition to the items to which inmates are entitled pursuant to s. 8 of the *Corrections Regulation*.

PROVISIONS


1. The Person in Charge will establish and maintain a canteen service for inmates in the correctional centre.
2. The Person in Charge will establish a canteen list(s) and process for the correctional centre and ensure that it is posted widely.
3. The inmate will complete any requests for purchases from the canteen list.
4. The Canteen Officer will check the inmate's trust account balance and fill the order if there are sufficient funds for the transaction.
5. Canteen orders may be refused or partially filled if:
 - 5.1. the inmate does not have sufficient funds; or
 - 5.2. the inmate has ordered an amount that exceeds the limit set by the Person in Charge.
6. The maximum amount that an inmate may expend on canteen items is \$95 per week, which does not include special order items as set out in the canteen list(s).
7. The maximum allowable perishable or food-related canteen items that may be stored by the inmate who makes the purchase is the most recent weeks' worth of purchases. All purchased items must be stored in the purchaser's room. This amount will not apply to special order items or hygiene items.

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8. If canteen items stored within a cell cannot be substantiated by a receipt outlining proof of purchase, the items may be considered contraband, may be confiscated, and disciplinary action may be pursued.
9. An inmate's ability to access the canteen service is a privilege, not a right set out in s. 8 of the *Corrections Regulation*.
10. Full access to the canteen service, including both essential and special order items listed in the canteen order form, will be used to promote and reward pro-social behaviour.
11. Upon admission to the correctional centre, every inmate will have full access to the canteen service, including both essential and special order items listed on the canteen order form.
12. Restrictions on an inmate's ability to have full access to the canteen service will never be imposed as a penalty or corrective measure for breaching a rule governing the conduct of inmates as set out in ss. 25(2) or 25(3) of the *Corrections Regulation*.
13. Where an inmate's current presenting behaviour suggests that restricting his/her/their ability to have full access to the canteen service may be used to promote and reward pro-social behaviour, the matter will be raised and reviewed at the daily morning meeting.
14. Following a discussion of the inmate's current presenting behaviour, the Person in Charge or designate will decide whether to permit the inmate to continue to have full access to the canteen service. In making this determination, the Person in Charge or designate must consider the principle of least restrictive measures.
15. Where the Person in Charge or designate concludes that an inmate will not be provided with full access to the canteen service, the inmate will be notified as soon as practicable but no later than the next business day, in writing, by his/her/their case manager, of the reasons for the decision and the steps that must be taken to receive full access.
 - 15.1. The written reasons for the decision and the steps that must be taken to receive full access to the canteen service will be signed by the Person in Charge or designate.
16. Every decision to restrict an inmate's access to the canteen service will be:
 - 16.1. Documented in his/her/their Individualized Care Plan; and,
 - 16.2. Referred to the Interdisciplinary Care Team for review.
17. In considering whether to permit an inmate to have full access to the canteen service, the Interdisciplinary Care Team must consider the principle of least

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restrictive measures. The Interdisciplinary Care Team may also consider the following:

- 17.1. Compliance with rules governing the conduct of inmates;
 - 17.2. Positive interactions with others, including, but not limited to, correctional staff and other inmates;
 - 17.3. Completion of assigned work duties; and/or
 - 17.4. Participation in programming.
18. Where the Interdisciplinary Care Team concludes that an inmate will not be provided with full access to the canteen service, the inmate will be notified as soon as practicable but no later than the next business day, in writing, by his/her/their case manager, of the reasons for the decision and the steps that must be taken to receive full access.
- 18.1. The written reasons for the decision and the steps that must be taken to receive full access to the canteen service will be signed by a Deputy Superintendent who was present at the Interdisciplinary Care Team meeting.
19. The Interdisciplinary Care Team will review the status of every inmate who does not have full access to the canteen service on a weekly basis and assess whether the inmate's behaviour in the preceding week merits full access to the canteen service, having regard to the factors set out in paragraph 17 above.

RELATED POLICIES & DIRECTIVES

- A 2.2 Inmate Trust Accounts
- B 5.5 Inmate Cell Effects
- C 1.6 Inmate Reading and Viewing Material

HISTORY