



Issue Brief - 2008

OREGON DEPARTMENT OF CORRECTIONS

Inmate Trust Accounts and Commissary

Inmate Trust Accounts

The Central Trust Unit provides financial services to inmates, inmate clubs and activities, Commissary, and collects payments for designated charges imposed by department sanctions.

The mission of Central Trust is to fulfill Department of Corrections (DOC) fiduciary responsibilities by providing timely and accurate financial services to inmates and to approved clubs and activities owned and operated by them as part of their learning experience while incarcerated.

Central Trust functions include:

- Depositing all funds sent to inmates to their individual trust account. This includes monies sent from family, friends, businesses, as well as deferral and state government agencies.
- Disburse funds by inmate request from their account for various reasons such as family support, postage and copy charges, purchases, books and magazines from publishers, participation in club activities and other products and services.
- Charge inmate accounts for sanctions resulting from disciplinary sanctions, property damage or medical charges.
- Process court ordered garnishments.
- Collect debt incurred by sanctions owed by inmates after their release from prison.
- Process Commissary purchase orders and pay commissary vendors.

Commissary

The Commissary is a store operation available for inmates within a Department of Corrections facility. Commissaries are located in each of Oregon's 14

institutions. An inmate can buy hygiene products, snacks, art supplies, clothing and any other approved item on the list.

Inmates with positive fund balances in their general trust account will be permitted to purchase from the Commissary within established stock and expenditure limitations. Inmates housed in a Disciplinary Segregation Unit, Death Row Housing, Mental Health Infirmary, Intensive Management Unit and Infirmary are limited by Department rules when purchasing from Commissary.

Inmates are allowed to order once during each spending period. Additional orders may be authorized by the commissary supervisor or functional unit manager. Commissary staff will verify that funds are available on an inmate's general trust account prior to filling the canteen order.

For all Commissary purchases, commissary staff or designated staff will identify inmates from their Department-issued identification card and require inmates to sign a receipt, acknowledging the merchandise they purchased was received by them.

■

**The mission of the
Oregon Department of Corrections
is to promote public safety by holding
offenders accountable for their actions
and reducing the risk of future
criminal behavior.**



**Max Williams, Director
(503) 945-0920**

**Mitch Morrow, Deputy Director
(503) 945-0921**

**John Koreski, Assistant Director
For General Services
(503) 945-9017**

**Oregon Department of Corrections
2575 Center Street NE
Salem, Oregon 97301-4667**

www.oregon.gov/doc

82-DOC/PA:5/20/08