

APPENDIX A  
**WATCH/CCP West Program**  
**PERSONAL PROPERTY AUTHORIZED TO BE IN YOUR POSSESSION**

**HONOR I/Orientation**

1. Legal Papers
2. Prescription Glasses (2 pair)
3. Sun glasses (1)
4. Contact lenses need to purchase solution and cases at facility
5. Address Book
6. Holy Book
7. Wedding ring (1 set)
8. One small religious medallion/necklace (Approximately 2"x2")
9. Big Book/ Self-help (2)
10. Canteen form WATCH/CCP West (**No Money**)
11. T-Shirts – 7 – White Only
12. Socks – 10 pair
13. Underwear – 10
14. Tennis shoes or shoes/boots. Purchase price less than \$100.00. No more than two pair of personal shoes total.
15. Thermal Underwear tops and bottoms. White/cream only. Three sets only.
16. Four pairs of jeans clothing must be clean with no holes. (no baggy or carpenter fit) must be blue in color
17. One belt (no large or heavy buckle)
18. Gym shorts –2, \$50 or less (receipt required) (No team logos or camouflage)
19. Sweat Pants-2, \$50 or less (receipt required) (No team logos or camouflage)
20. Baseball cap (1) (No team logos or camouflage)
21. Shower Shoes – One pair only.
22. One coat and one jacket. No hoods (No hooded sweatshirts & no leather or camouflage) (May not have insignias/logos larger than 3x3) \$100. 00 Limit
23. One knit stocking cap.
24. One pair of winter gloves. (no leather)
25. One alarm clock either manual or battery operated. No radios, CD players, cassette players etc....
26. Plastic combs, brushes (3)
27. Tooth manual (2)
28. Q-tips
29. Medications and medical items as approved by WATCH/CCP West Program medical staff.
30. Manual Razor (1)
31. Disposable razors/replacements (24)
32. Finger/Toenail clippers (1 each) no file
33. Electric razor (1)
34. Hair/Beard trimmer (battery operated)- (1)
35. 3 Hi-Liters and 3 Sharpies- **No Sharpie fine point pens**
36. One book of stamps
37. Envelopes (10)
38. 1 wireless legal pad
39. Pens – (4 total) Bic/Paper mate Ball point only. Black and blue
40. Pencils – (4 total) (no mechanical)
41. One small pencil sharpener
42. Coloring Books (4)
43. Puzzle Books (4)
44. Photographs/pictures within a reasonable limit. No nudity, partial nudity or sexually explicit photos or pictures. Photos/pictures deemed inappropriate and/or detrimental to the treatment process are not allowed. **Limit 20 - Photocopies only**
45. One plastic cup 16 ounces or smaller. (clear)

52. One plastic coffee cup 12 ounces or smaller. (clear)
53. One watch. Purchase price under \$100.00.
54. (2) wash clothes & bath towels (solid in color)
55. (1) Calendar (10-inch x 10 inch) Nature/Animals only

**Additional Items for HONOR II & III**

56. Canteen (All categories) (must fit in a 12X11X18 crate)
57. 24 Colored Pencils
58. One sketch pad, no metal binder and no larger than 24"x24"
59. **No more than \$4.00 cash from weekly budget for HONOR II**
60. **No more than \$5.00 cash from weekly budget for HONOR III**
61. Two personal books in your possession.
62. One magazine subscription. (limit 6 stored for monthly, 8 limit on weekly)
63. One newspaper subscription. (2 limit stored)
64. One small battery-operated book lamp
65. Two medium size bowls
66. DVD player (Honor level 3 only)

**All Hygiene items can be purchased through commissary. If hygiene items are brought in they will be thrown out even if they are sealed.**

**Specialty items not listed must be cleared in advance by the Behavioral Coordinator. Items not approved or on the approved list may be shipped out at the client's expense.**

**No food items will be allowed to be sent in.**

**Alcohol free and non-toxic items are preferred.**

**HONOR clothing is not to be sent in until client's has honored up.**

**There will be no exchanging of clothing, if client's has appropriate**  
**All unauthorized items must be sent out within**  
**30 days or they will be donated or destroyed.**

**The best way to support your loved one is to send money (check or money orders), cash is not recommended.**

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**HONOR I**

All items must be gender appropriate. Clothing that is suggestive, clothing with alcohol/drug logos or offensive sayings will not be permitted. Cut offs, tank-tops, spandex, stretch pants or any other clothing/items that would detract from the treatment process will not be allowed. Items containing alcohol as the main ingredient or in high percentages are not allowed. All property and packages are subject to search and limited to those items listed on WATCH/CCP West Property Policy 4.1.3 “Attachment A1”. The items listed on “Attachment A1” are the maximum amount allowed for personal possession. Any excess property will be processed as unauthorized/contraband property. Personal packages are limited to two per month by mail only. (This limit does not include packages that are considered privileged correspondence) HONOR I Clients are not allowed to possess food items in their room (unless medically cleared) nor are they allowed to have any food or hygiene items mailed in.

Specialty items requested by a Client’s that are not listed on WATCH/CCP West Client’s Property Policy 4.1.3 “Attachment A1” must be cleared in advance (prior to ordering and/or shipping) by the Security Coordinator. Items that have not been approved in advance will be shipped out at the clients’ expense.

**HONOR II & III**

All items must be gender appropriate. Clothing that is suggestive, clothing with alcohol/drug logos or offensive sayings will not be permitted. Cut offs, tank-tops, spandex, stretch pants or any other clothing/items that would detract from the treatment process will not be allowed. Items containing alcohol as the main ingredient or in high percentages are not allowed. All property and packages are subject to search, needs to be purchased and sent from either Walmart or Amazon and limited to those items listed on WATCH/CCP West Client Property Policy 4.1.3 “Attachment A1”. The items listed on “Attachment A1” are the maximum amount allowed for personal possession. Any excess property will be processed as unauthorized/contraband property. Personal packages are limited to two per month by mail only. (This limit does not include packages that are considered privileged correspondence)

**The WATCH/CCP West Facility will not store food.** All food must fit in a 12”x11x18” container. Any excess food will be processed as unauthorized/contraband property.

Specialty items requested by a client’s that are not listed on WATCH/CCP West Property Policy 4.1.3 “Attachment A1” must be cleared in advance (prior to ordering and/or shipping) by the Behavioral Coordinator. Items that have not been approved in advance will be shipped out at the client’s expense.