

## TEXT OF PROPOSED RULE

The Department of Corrections and Community Supervision proposes to amend 7NYCRR, Ch. VII, Part 722 as follows:

### **Amend the title to Part 722**

Forwarding [Inmate]Incarcerated Individual Mail

### **Amend 722.5 (a)(3)**

(3) Forward all first-class, [and] legal mail, and applicable magazines and newspapers to the [inmate]incarcerated individual at his/her new facility by adhering a new address label to the envelope.

### **Amend 722.5 (a)(4)**

(4) If a completed change of address order, form 2101, is filled out at the facility or received from the [inmate]incarcerated individual after transfer, [readdress]transfer all other forwardable mail as specified by the [inmate]incarcerated individual. The receiving facility shall pay any postage due and debit the [inmate's]incarcerated individual's account[,], or encumber it if the [inmate]incarcerated individual does not have enough money to cover the charges.

### **Amend 722.5 (a)(5)**

(5) If the [inmate]incarcerated individual refuses to guarantee postage for some or all personal third class mail, it will be disposed of, as it cannot be returned to the post office in bulk.