



excess of the 20. We sent them back in the facility mail bag with a note that said, the envelopes were more than you were authorized per policy. I can not tell you where the note went after it was left at your facility.

If you have additional legal mail that needs to be mailed out, you may send it out through the paralegal, and we will process it.

Just because you were able to order 120 envelopes from Keefe, doesn't mean you are allowed to have them in your possession.

**Level 2 - Reviewing Authority Response**

Date Forwarded:	05/17/2019	Grievance Disposition:	DENIED
Date Due Back:	06/02/2019	Level 2 Responder:	SHEWMAKER, TERRI
Date Returned:	06/03/2019	Response sent to offender:	06/03/2019

Your grievance has been reviewed and I find:

Sgt. Trobock went above and beyond for you when you returned from Texas sending out well over 100 letters. She notified you that she would be holding you to the policy limit weekly of 20 envelopes. In addition she let you know that you can go to the paralegal if you have additional legal concerns. Your request to send out more than allowed by policy, unless it goes through the paralegal is denied.

**Offender Appeal**

Offender Comments:

The limit is not on envelopes but "stamped envelopes." This is because a stamp is a form of currency. Manilla envelopes, non stamped envelopes and envelopes received qualify as personal papers and legal materials and are allowed to be kept in increments of 3 cubic ft. The envelopes I submit are stamped in the mailroom - they are not in my possession at this point. To say there is a limit on all envelopes is inaccurate and a misrepresentation of policy. Per policy 402, there is no limit on mail I can send. There is no need to look to other policy. This is the only policy that should be referenced in matters of mail. My rights to access media, government officials, and special interests using any amount of envelopes is federally protected. This is a good example of the additional training that is needed to better understand and implement policy. Policy 320, property limits places limits on "stamped envelopes", not envelopes or sendable items. I am not using stamped envelopes.

**Level 3 - Appellate Authority Response**

Date Appealed:	06/06/2019	Grievance Disposition:	GRANTED
Date Forwarded:	06/06/2019	Level 3 Responder:	BARLOW-HUST,
Date Due Back:	06/22/2019	Response sent to offender:	06/13/2019
Date Returned:	06/13/2019		

Your appeal has been reviewed and I find:

After reviewing this issue with the Mail Room we have decided that you are correct. The mail Handling Policy does not place a limit on the number of mailing going out. Therefore you will be authorized to send out all your mailings in accordance with policy. On a side note the property policy does not allow you to have more than 20 envelopes. We will be referring this issue to Keefe and to the facility to ensure they are following authorized property limits.