



**DEPARTMENT OF CORRECTIONS
MONTANA STATE PRISON
OPERATIONAL PROCEDURE**

Procedure:	MSP 5.3.101 KMSP CLOSED CIRCUIT TELEVISION	
Effective Date:	November 24, 2003	Page 1 of 2 and no Attachments
Revision Date(s):	October 30, 2020	
Reference(s):	DOC 1.1.3	
Signature:	/s/ Jim Salmonsens / Warden	

I. PURPOSE

To operate a closed-circuit television station for the education educational and recreational benefit of inmates.

II. DEFINITIONS

None

III. PROCEDURES

A. General Requirements

1. The operation of KMSP-TV is under the supervision of the Education Department.
2. The Education Director shall designate a staff member to supervise all activities of the KMSP broadcast studio.
3. All video recording of materials, persons, and activities in connection to the KMSP broadcast studio must have the written authorization of the KMSP supervisor.
4. Before any video recording that includes inmates is done, the consent of all the inmate subjects is required as outlined in *MSP 3.3.4 Media Access to Inmates*. Signed waivers must be kept on file.
5. The AW Wardens, Chief of Security, and Education Director shall conduct an annual review of programming and operations of KMSP TV. Recommendations for proposed changes in operations of KMSP-TV shall be forwarded to the Warden for final review and approval.
6. Any video recording done outside the education areas requires direct staff supervision and must be preapproved in writing by the Education Director or designee.

B. Broadcasts

1. Material that poses a threat to the security and order of the institution shall not be broadcast, therefore, the designated KMSP supervisor must preview all prerecorded materials before scheduling the material for broadcast. If the KMSP supervisor has any questions concerning content, the questions will be referred to the Education Director.

IV. CLOSING

Questions concerning this procedure should be directed to the Education Director.

V. ATTACHMENTS

None