

 <p>KENTUCKY CORRECTIONS Policies and Procedures</p>	Policy Number	Total Pages
	9.19	2
	Date Filed	Effective Date
	October 14, 2005	February 3, 2006
References/Authority KRS 196.035, 197.020, CPP 17.1	Subject FOUND, LOST OR ABANDONED PROPERTY	

I. DEFINITIONS

"Lost or abandoned property" means an item with which the owner has voluntarily or involuntarily parted.

II. POLICY and PROCEDURES

Lost or abandoned property found by an inmate or staff shall be disposed of or returned to its rightful owner, if possible. A weapon, explosives, toxic material or other contraband shall be turned over to local or state law enforcement authorities for appropriate action and to protect the public.

A. General

1. Inmates and on-duty staff who find lost or abandoned property shall report the finding in writing to the appropriate authority in an attempt to see that the property is handled in a safe and appropriate manner.
2. Lost or abandoned property shall not be kept by the inmate or on-duty staff member finding it, nor shall it be given to another individual.

B. Lost or abandoned property found on institutional grounds shall be handled and disposed of in accordance with CPP 17.1.

C. Lost or Abandoned Property Found at Work Area Outside the Institution

1. Weapons and other items that may have been used in a crime shall be turned over to state or local police. Finders shall respect that these items may be supporting evidence. The condition of the items, any fingerprints or other evidence of ownership or use, and the location, in which they are found, shall be safeguarded.
2. If possible, photographs of the weapons or other items shall be taken prior to removal from area of discovery.

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3. Explosives, toxic materials or other dangerous materials shall not be handled but shall be reported to appropriate state or local authorities for disposition. The area shall be restricted to all persons until the proper authorities assume control of the area.
4. Other property shall be turned into the institution and it shall take appropriate action through state or local authorities to find its rightful owner.