



STATE OF WASHINGTON  
**DEPARTMENT OF CORRECTIONS**  
**CORRECTIONAL INDUSTRIES**

P.O. Box 41115 • Olympia, Washington 98504-1115 • (360) 725-9100  
FAX (360) 753-0219

December 9, 2020

**TO:** All Superintendents  
*Sarah Sytsma*  
**FROM:** Sarah Sytsma, Correctional Industries Director  
*Jeneva Cotton* *Scott Russell*  
Jeneva Cotton and Scott Russell  
Incident Commanders, Prisons Health Services Unified Command

**SUBJECT:** Reduced Commissary Spending Limits

Due to the ongoing response to COVID-19 and impacts to available staffing resources, effective December 10, 2020, there will be a temporary change to the commissary order limits. In accordance with [DOC 200.210 Prison Commissary](#), the maximum spending amounts will be adjusted as follows:

Facility	Current Spending Limit	Temporary Spending Limit
AHCC	\$150	\$70
CBCC	\$80	\$70
CCCC	\$100	\$60
CRCC	\$125	\$70
IMU	\$10	\$10
LCC	\$60	\$60
MCC ITU PRP	\$20	\$20
MCC SOU	\$125	\$70
MCC WSRU, TRU, MSU	\$125	\$70
MCC HOSPITAL	\$75	\$70
MCCCW	\$100	\$60
OCC	\$65	\$60
SCCC	\$125	\$70
WCC RECEIVING	\$25	\$25
WCC TC	\$75	\$70
WCCW CCU Level 1	\$75	\$60
WCCW Main	\$150	\$70
WCCW Receiving	\$50	\$50
WCCW Babies	\$150	\$150
WCCW TEC Acute Seg IMU	\$5	\$5
WCCW TEC Residential & IPU	\$75	\$60
WSP	\$125	\$70

Commissary operations at both Airway Heights Corrections Center and Monroe Correctional Complex are experiencing worker shortages. The temporary reduction of spending limits will allow commissary operations to keep up with the demand and fulfill orders statewide.

At this time, there are no changes to the products available or unit delivery schedules. Unit movements have made

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some deliveries challenging and we ask for everyone's patience. CI will monitor resources and provide an update on the changes to spending limits on January 8, 2021.