U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Institution

14601 Burbridge Road, SE
Cumberland, MD 21502

October 1, 2020

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MEMORANDUM FOR R. MALDONADO, Acting Warden
FCI CUMBERLAND

FROM: C. L. Weber, Associate Warden

SUBJECT: MODIFIED VISITING CORONAVIRUS PHASE NINE ACTION PLAN CHANGE NOTICE

FCI Cumberland will begin a modified social visiting schedule for the inmate population on Saturday, October 3, 2020. The following procedures will be implemented to comply with social distancing requirements. These procedures will be temporarily implemented to be used along with Program Statement 5267.09 and Institutional Supplement 5267.08G, Visiting Regulations.

Visiting Hours for both institutions are as follows:

FCI Visiting Hours:

Saturday and Sunday 8:30 a.m. to 3:00 p.m.

The Visiting Schedule will be as follows:

A Unit – First weekend of the month.

B Unit – Second weekend of the month.

C Unit – Third weekend of the month.

D Unit – Fourth weekend of the month.

FPC (Camp) Visiting Hours:

Saturday and Sunday 8:30 a.m. to 3:00 p.m.

The Visiting Schedule will be as follows:

G Unit – First and third weekend of the month.

P Unit – Second and fourth weekends of the month

Special Housing Unit (SHU):

Visiting for both FCI and FPC inmates will be at the same time frames but limited to a two-hour time period per visitor.

At this time, there will be no Federal Holiday Visitation, as visiting must be conducted as a cohort, e.g. from one housing unit, rather than from all over the institution, to limit potential exposure.

Summary:

All visitors will be symptom-screened and temperature checked upon entry into the facility. Visitors who are sick or symptomatic will not be allowed to visit. Staff must use masks and gloves to handle any visitor property when screening. Gloves should be changed frequently and additional PPE will be maintained in the lobby and the visiting room. Both visitors and inmates must wear face coverings at all times and perform hand hygiene just before and after the visit. Visitors are expected to wear and will be screened for appropriate face coverings (including improper coverings such as bandanas).

The number of visitors allowed in the FCI and FPC visiting room(s) will be limited to three visitors per inmate at one time.

IMMEDIATE FAMILY MEMBERS ONLY: Immediate Family Members on the approved visiting list are considered: Mother, Father, Step-Parents, Foster Parents, Brothers, Sisters, Spouse, Children (A child who is under the age of 16 must have a parent or non-custodial guardian present).

NOTE: Exceptions may be made to allow one non-immediate family member guardian that is on the inmate’s approved visiting list to accompany visiting children 16 and under.

Processing for visitation will begin in the Front Lobby of the perspective institution at the prescribed visiting hours. After completing processing, the visitors will be required to conduct hand hygiene and be seated in the Front Lobby Waiting Room. The waiting room will be appropriately marked for seating to ensure proper social distancing of visitors. Visitors will not be permitted to leave the allotted visiting station with the exception of the rest room. Visitors will be required to partially remove their face coverings during processing and release for proper identification. A FPC inmate orderly will be available to clean the Front Lobby Waiting Room areas between visitors being processed and escorted to and from the Visiting Room.

Inmates will be called from the housing unit once the visitor has been properly processed by the Front Lobby. Inmates will be symptom screened and temperature checked by staff and searched prior to entrance into the Visiting Room. Inmates will be required to wash their hands prior to entering the Visiting Room. Inmates will report directly to their scheduled visiting station upon entering the Visiting Room. Inmates are not allowed any physical contact with their visitors. Inmates are not permitted to leave their visiting

station until the end of the visit. Failure to comply with the rules will result in the visit being terminated.

There are visitation stations set up in the FCI and FPC Visiting Rooms spaced six feet apart. Inmates will be seated six feet apart from all visitors to ensure social distancing. In the event of overcrowding in the Visiting Room (s), the Operations Lieutenant and Institution Duty Officer are authorized to limit the length of visit(VISITS MAY BE LIMITED TO A MINIMUM OF ONE (1) HOUR DUE TO OVERCROWDING: UPON COMPLETION OF THE VISIT, THESE VISITORS WILL BE ASKED TO LEAVE THE INSTITUTION GROUNDS AND RETURN AT A LATER DATE). After a minimum of one (1) hour, the Visiting Room Officer-in-Charge will notify the Operations Lieutenant/Institution Duty Officer that he/she is terminating visit(s) in order to accommodate all other waiting visitors. When terminating visits due to over-crowding, staff will first ask for volunteers to leave, then review visitor distance traveled and length of current visit.

One inmate orderly will be seated in the Visiting Room away from both visitors and inmates. The orderly will properly sanitize the used visiting station once the visit has ended, and both the inmate and visitors have departed. Upon completion of the visiting hours the Visiting Room and visiting stations will be re-sanitized.

No physical contact of any kind will be allowed between the visitor and the inmate; this includes hugs, embraces, hand holding, or touching of any kind. Additionally, inmates and their visitors will not be authorized to take photographs based on the inability to socially distance themselves.

During the visit, there will be no food or beverages allowed in the Visiting Room, with the exception of baby formula for an infant visiting child. Neither the inmate nor visitor will be allowed to move his or her chair or table from the authorized marked visiting station. Inmates and visitors will not be allowed to move from his or her station, with the exception of using the rest room. Engaging in physical conduct of any kind, or moving furniture from the appointed spot will result in the termination of the visit.

At the conclusion of all visitors departing the Institution(s); the Front Lobby(s), Control Sallyport, and Waiting Room will be thoroughly cleaned and sanitized by FPC inmate orderlies.

This schedule may be adjusted in the future to reduce or increase the amount of visits or visitors after evaluating the initial implementation.

In the event of an issue requiring a change to the visiting schedule, the FCI Cumberland BOP public website and the institutional telephone greeting will be updated with the changes for visitors.

U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Institution
Cumberland, Maryland 21502

Institution Supplement

OPI: Correctional Services
NUMBER: CUM 5267.08E
DATE: March 26, 2013
SUBJECT: Visiting Regulations

1. PURPOSE: To establish local visiting regulations and procedures for the Federal Correctional Institution (FCI) and Federal Prison Camp (FPC), Cumberland, Maryland.

2. DIRECTIVES AFFECTED:

   a. Directives Referenced:
   PS 1315.07 Legal Activities, Inmate (11/05/99)
   PS 5267.08 Visiting Regulations (05/11/06)
   PS 5355.03 Parenting Program Standards (01/20/95)
   PS 5500.14 Correctional Services Procedures Manual (10/19/12)
   PS 5510.12 Searching and Detaining Non-Inmates; Arrest Authority (01/15/08)
   PS 5521.05 Searches of Housing Units, Inmates, and Inmate Work Areas (06/30/97)
   PS 5355.03 Parenting Program Standards (01/20/95)
   CUM IS 5500.12E Front and Rear Entrance Procedures (10/31/2011)

   b. Directives Rescinded: IS CUM 5267.08D Visiting Regulations (05/30/12)

3. RESPONSIBILITY: The Warden shall develop procedures pertaining to inmate visiting. It is the inmate's responsibility to notify visitors of these requirements.

4. VISITING PROCEDURES:

   a. Visiting hours for the FCI and FPC:

      1) Friday visiting hours are 4:30 p.m. to 8:30 p.m. for the FCI, FPC and FCI Holdovers. (FCI holdover inmates will visit on Monday only in the event the non-contact video visiting equipment is damaged or out of service. The hours will be 4:30 p.m. to 8:00 p.m.) Visiting for the Special Housing Unit FCI &FPC inmates will be for a two hour period and will terminate at 8:00 p.m.

      2) Visiting hours for Saturday, Sunday, and all Federal holidays are 8:45 a.m. to 3:00 p.m. Visiting for Special Housing Unit inmates will be for a two hour period and will terminate at 2:30 p.m. Telephone numbers for public transportation and lodging are found in Attachment E.

      All regular visits will be conducted in the institution Visiting Room. All inmates

All regular visits will be conducted in the institution Visiting Room. All inmates must present an institution-issued identification card to the Visiting Room Officer upon entrance into the Visiting Room. These cards will be maintained in the Visiting Room during the visit. Identification cards will be used to identify all inmates upon their arrival to the Visiting Room, and will be returned to inmates upon departure from the Visiting Room. All inmate visitors will also be identified upon their departure from the Visiting Room.

3) Special Housing Unit, non-contact video visiting will be allowed for all inmates in the unit, with the exception of inmates on visiting restriction. All holdover or Trans Segregation inmates must have written approval from the Captain prior to any visit being conducted. Special Housing Unit visiting procedures are as follows: Inmate visitors will be processed into the Federal Prison Camp in accordance with established guidelines. Inmates are authorized 2 adult and 2 children at any one time in the video visiting room. Additional visitors may be authorized on a case by case basis at the discretion of the Institution Duty Officer in conjunction with the Operations Lieutenant. Inmate Visitors will be escorted by visiting staff to the designated video visiting room located in the Federal Prison Camp Visiting Room. Prior to placing the inmate visitors in their assigned visiting area, escorting staff will perform a visual inspection of the visiting area noting the condition of the area. Any damage to monitoring equipment or visiting room will be documented via written memorandum.

   Inmates choosing to participate in the video visits must be fully dressed in a T-shirt and institutional jumpsuit and shower shoes or bus shoes. SHU staff will escort the requested inmate to the assigned visiting room within the Special Housing Unit, in hand and leg restraints, including a martin chain, and secure the room. Prior to placing the inmate in his assigned visiting area, escorting staff will perform a visual inspection of the visiting area noting the condition of the area. Any damages to the monitoring equipment or visiting room will be documented via written memorandum and incident report.

   All non-contact video visits will be monitored via video. The FPC Visiting Room Officer will have primary responsibility for monitoring the Video Visiting screen by way of the Computer Program; the SHU Officers will monitor the inmate while housed in the SHU Video Visiting room. In the event that both video visiting stations at the camp are occupied or unavailable for use, the Camp Visiting Officer will advise visitors waiting for non-contact SHU visits of an approximate time when their visit will be conducted. These visitors may complete the required paperwork, but will not be officially screened until immediately prior to entering the Visiting Room. This will allow them to depart the lobby area and return at a time approximate to their visit.

   In the event the non-contact video visiting equipment is damaged or out of service, visits for inmates housed in SHU will be conducted in the FCI Visiting Room during normal visiting hours on. Visits for Trans Segregation or hold over inmates housed in SHU will be conducted in the FCI Visiting Room on Monday, 4:30 p.m. to 8:00 p.m.

b. FCI and FPC inmates will be allowed no more than six weekend and holiday visiting days per month. There is no limitation on weekday, non-holiday visits. Unused weekend and holiday visiting days from one month cannot be carried over to the following month. Any visit, regardless of the length of visit, will constitute one day of visiting. Federal holidays, unless stated, will count as a weekend visit. Attorney visits do not count as part of the six days of authorized weekend and holiday visits.

c. Upon a visitor's arrival to the institution, the Front Lobby Officer will question each visitor to ensure he/she is not in possession of alcohol, narcotics, firearms, ammunition or any other unauthorized item. If visitors are found to be in possession of any of these previously mentioned items, they will be advised of the proper disposition procedures. The Lieutenant's Office will be notified of any and all instances when this breach of security occurs.

   1) Prior to entering the Visiting Room, all visitors must complete a form BP-224 "Notification to Visitor", in accordance with Title 18, USC, Chapter 87, Section 1791. (NOTE: IN ORDER TO DISCOURAGE THE ALTERATION OF VISITING ROOM FORMS, ALL VISITORS MUST COMPLETE THE PROVIDED FORMS IN THE PRESENCE OF THE FRONT LOBBY OFFICER.) This applies to each individual member or a group of individuals who are entering for the purpose of visiting an inmate.

   2) The Front Lobby Officer will verify the inmate is housed at this facility upon review of the inmate roster provided by the Control Center Officer each visiting day. The Front Lobby Officer will access the inmate's approved visiting list to ensure the visitor is authorized to visit. If the visitor is not on the inmate's approved visiting list, the inmate's Unit Team will be contacted. If the Unit Team is not on duty, the Institution Duty Officer and/or the Operations Lieutenant will be notified of the situation. The inmate's central file will be accessed by the Unit Team or Institution Duty Officer to verify the visitor's status.

   3) All adult inmate visitors will be requested to present a valid photo identification card. Staff shall verify the identity of each visitor using a driver's license, photo identification, etc., prior to admission of the visitor to the institution. Photo identification must be a valid state or government issued photo identification. Photo identification will be maintained by the Visiting Room Officer for proper identification by the Visiting Room Officer of visitors leaving the visiting room, as well as by the Control Center Officer for visitors exiting the institution. Visitors under the age of sixteen must be accompanied by a parent or guardian and are exempt from this provision.

d. Visitors to the FCI will be screened through a walk-through metal detector prior to their entry into the institution. Visitors to the Camp will be randomly screened using a hand-held metal detector. At the discretion of the Camp Visiting Room Officer, any visitor(s) believed to be in possession of unauthorized items will be required to submit to a metal detector screening. Any visitor refusing to be processed through the metal detectors will be denied entrance to the institution, and the Operations Lieutenant or the Institution Duty Officer will be notified.

e. When a visitor is unable to clear the walk-through metal detector, a hand- held metal detector will be utilized by the Front Lobby Officer in an attempt to locate and clear the source. If the source cannot be cleared and/or identified, the Operations Lt. or

IDO will be notified to authorize a pat or visual search. The shift supervisor's approval is required prior to performing a pat search and the search must be documented as such in the Front Lobby Visual Pat Search Log Book. Whoever conducts the pat search must note what items(s) are setting off the metal detectors in the Front Lobby Visual Pat Search Log Book (i.e. name of visitor and item(s) setting off metal detector).

Some situations may not be remedied by a pat search, thus requiring a limited visual search. For example, a concealed medical device (e.g. knee brace under clothing, or insulin delivery system) may trigger the walk-through and hand-held metal detectors. In such case, a limited visual search will ordinarily be required to confirm the device's presence and qualification as a permitted object. It is important that a limited visual search always be performed in a private area away from others, and by staff members of the same sex as the visitor being searched. **The Warden's authorization is required** when conducting both limited visual searches and visual searches of persons based on reasonable suspicion.

1) Refusal on the part of the visitor at any point during the screening process will result in the visitor being denied entry into the facility.

2) Permitted property will be thoroughly searched by the Front Lobby Officer and processed through the x-ray machine to ensure contraband is not present. Use of plastic gloves for the protection of the officer is encouraged and a supply of gloves is made available for this purpose.

3) Visitors should ensure that clothing items and undergarments are free from metallic pieces. Metallic pieces will test positive and are extremely difficult to identify. This may cause the visitor to be denied approval to enter the institution.

4) All visitors will be subject to a random pat search as part of the screening process. A random selection method must be established and documented in the Front Entrance Officer's Log Book each day before searching visitors entering Bureau grounds and facilities. The shift supervisor will ensure appropriate random selection methods are implemented and documented each day.

   Staff may not search visitors out of the predetermined random selection order unless reasonable suspicion indicates the visitor's possible involvement with prohibited activities or objects. **The same procedures for pat and/or visual searches apply and must be prior approved by the Operations Lieutenant or IDO.**

   Pat Search/Visual Search Log Book:

   When a visual search is performed based on reasonable suspicion, or when a visitor is pat searched out of established random order, a logbook entry must indicate:

- Date, time, and place the search is conducted.
- Persons involved (person being searched, staff conducting search, witnesses, if any).
- Circumstances justifying the search.
- Search results.
- Action taken, if any.

Visitors such as law enforcement personnel, inmate attorneys, contractors, volunteers, and other official visitors should not ordinarily be subject to routine pat searches unless prior approval is received from the Warden. Pat searches will be conducted out of view of other visitors and inmates.

Religious headwear is not considered part of a visitor's belongings, but rather their person. Random pat searches should **NOT ordinarily** include removal and inspection of religious head-wear, except in emergencies. **The Warden's authorization is required before staff pat or visually search religious head-wear.** Authorized pat or visual searches of religious head-wear must be documented as reasonable suspicion searches in the appropriate log book.

The following is the **ONLY** exception:

Religious head-wear that obscures a visitor's face must be removed sufficiently to reveal the face for identification upon entering and leaving facilities, and does not require the heightened conditions described above or documentation. In these cases, the entire headwear need not be removed if partial removal will reveal the face for identification. The Warden's approval and documentation are not required in this case.

5) When reasonable suspicion exists that a visitor is under the influence of a drug or intoxicant, the Captain will seek permission from the Warden to obtain a breathalyzer test, as a prerequisite to entering the institution.

6) Prior to being admitted into the FCI Visiting Room, all inmate visitors will be stamped with "invisible ink" by the Front Lobby Officer. Once all paperwork has been completed and the visitor is approved, the Escorting Officer will direct a group of five ADULT visitors to the Visiting Room at one time. Each visitor's hand will be inspected under the black light to ensure they have been stamped with the invisible ink when entering and when departing the sally port area. No more than 5 adults will be escorted at one time when departing the Visiting Room.

   NOTE: VISITORS' HANDS WILL BE INSPECTED UNDER THE BLACK LIGHT BEFORE LEAVING THE VISITING ROOM AND AGAIN AT THE CONTROL CENTER BEFORE BEING ALLOWED TO EXIT THE FCI.

7) Each inmate will be permitted a maximum of 6 visitors. However, no more than 3 adults are permitted to visit, without prior written approval from the Captain and Camp Administrator for Camp visits. (For the purpose of this supplement, an

adult visitor is considered to be 16 years of age and above.) The inmate must seek prior approval in writing from the Captain thru his Unit Team before additional visitors are permitted to visit. A copy of this approval will be distributed to the Front Lobby and Visiting Room Officer. When conditions of overcrowding exist, the number of visitors may be limited to allow each visitor adequate space and time to conduct the visit.

In the event of overcrowding in the Visiting Room, the Operations Lieutenant and Institution Duty Officer is authorized to limit the length of the visit. NOTE: VISITS MAY BE LIMITED TO A MINIMUM OF ONE (1) HOUR DUE TO

OVERCROWDING: UPON COMPLETION OF THE VISIT, THESE VISITORS WILL BE ASKED TO LEAVE THE INSTITUTION GROUNDS AND RETURN AT A LATER TIME. After a minimum of one (1) hour, the Visiting Room Officer-in-Charge will notify the Operations Lieutenant/Institution Duty Officer that he/she is terminating inmate visit(s) in order to accommodate all other waiting visitors.

In order to run a more controlled and secure visitation room there will be no more than 20 inmates in the visiting room prior to the conclusion of visiting. The visiting room staff will begin to terminate visits at 2:30pm depending on the amount of inmates present in the visiting room. The last termination period will be conducted at 2:45pm to ensure that the quota of 20 inmates can be reached prior to the conclusion of visitation. The equation that will be used to make the decision of which inmate visits will be terminated will be decided by the following guidelines. Frequency of visits, Distance Traveled, and Time Inmate and visitor entered the visiting room. Also, for example if an inmate is terminated on a Saturday that inmate will not be terminated on Sunday. This will provide an equal and fair rotation of the Early Exit Program.

8) All children under sixteen (16) years of age will be accompanied by an adult on the inmate's approved visiting list. Inmates and their visitors will be expected to maintain control of their children at all times. Proposed visitors who are sixteen (16) or seventeen (17) years of age and not accompanied by a parent, legal guardian or immediate family member at least eighteen (18) years of age must have the written approval of a parent, legal guardian, or immediate family member at least eighteen (18) years of age prior to visitation.

   The signature of a parent or guardian on form BP-629, Visitor information is necessary to process a request for a Visiting Room applicant under eighteen (18) years of age. Completion of the entire form is required before visitors are permitted to visit.

   NOTE: ALTHOUGH VISITING IS NOT NORMALLY ALLOWED FOR UNESCORTED JUVENILES, THE WARDEN MAY AUTHORIZE SUCH VISITS.

5. <u>VISITING ROOM REGULATIONS</u>:
   a. Inmates and visitors alike must remember that social visiting is a family activity and that good conduct is expected at all times. Socially accepted gestures of communication and affection are allowed within the limits of "good taste." Staff will limit physical contact

between visitors and inmates to reduce opportunities for the introduction of contraband and to maintain the orderly operation of the Visiting Room. Kissing, embracing and hand shaking are the only socially accepted gestures allowed in the Visiting Room at the beginning and end of a visit. Occasional holding of hands will be permitted within the bounds of good taste. Indecent or excessive contact will not be tolerated. Inmates and Visitors will be assigned seating by the Visiting Room Staff. Inmates or visitors who violate Visiting Room regulations will have their visit terminated or placed under increased supervision at the discretion of the Visiting Room Officer-in-Charge, in consultation with the Operations Lieutenant and the Institution Duty Officer. All areas of the Visiting Room, including rest rooms, will be monitored to prevent the passage of contraband and to ensure the security and welfare of all concerned.

b. Behavior from a visitor that negatively effects the secure and orderly operation of the institution, to include abusive/assaultive behavior (verbal or physical); will result in a loss of visiting privileges. In addition, a Bureau officer or employee has the authority to arrest without warrant any person who forcibly assaults, opposes, resists, impedes, intimidates, or interferes with an employee of any Federal institution while engaged in or on account of the performance of official duties (ref: Program Statement 5510.12, Searching, Detaining, or Arresting Visitors to Bureau Grounds and Facilities, and 18 USC 111).

c. FCI and FPC Cumberland are tobacco-free environments. For purposes of this rule, tobacco-free is defined as carrying or inhaling a lighted cigar, cigarette, pipe or other lighted tobacco product, or any product containing tobacco which is chewed.

d. All visitors are to be dressed appropriately during social visiting. PERSONS WEARING THE FOLLOWING ITEMS OF CLOTHING WILL NOT BE ADMITTED FOR SOCIAL VISITING. THIS LIST IS NOT ALL INCLUSIVE. THE FRONT LOBBY OFFICER, IN CONSULTATION WITH THE OPERATIONS LIEUTENANT AND DUTY OFFICER, WILL DETERMINE WHAT IS INAPPROPRIATE.

   1) Khaki shirt and/or trousers similar to FCI inmate clothing - FCI visitors only.

   2) Mini-skirts, halter tops, or halter dresses;

   3) Strapless blouses, dresses, sleeveless shirts or other apparel which is revealing in nature. Visitors will not be allowed to utilize a jacket to use as a cover.

   4) Spandex-like pants or spandex-like shorts, cotton athletic sweat pants, camouflage attire, medical scrubs/uniform.

   5) Visitors must wear clothing which is free from obscene, inappropriate or offensive messages that have been imprinted, embroidered, handwritten or machine applied.

   6) Visitors must wear appropriate foot apparel at all times. Thongs, flip-flops, or shower shoes are not appropriate forms of foot wear, sandals and/or open toed footwear is appropriate providing they have a heal strap.

   7) Umbrellas, gloves, sunglasses or non-prescription glasses, and scarves.

8) Visitors requiring the use of a wheelchair, walker, cane, etc., will be provided with an institutional equivalent. Visitors requiring the use of a special (oversized, special equipped, etc.) wheelchair or guide dog may be admitted upon approval of the Operations Lieutenant and only after a thorough search for prohibited items.

   Men and women may wear walking shorts. Women are also permitted to wear culottes or shorts. All shorts or dresses will be no shorter than approximately 4 inches from the center of the knee.

e. All items authorized for entrance into the Visiting Room will be searched by the Front Lobby Officer. THE FOLLOWING ITEMS ARE PERMITTED INTO THE VISITING ROOM:

1) One clear change purse not to exceed 6" by 6" that can be easily searched;

2) Money in the form of U.S. coinage (not to exceed two rolls of quarters totaling $20.00). Coins must be removed from the paper wrapper prior to entering the institution;

   INMATES ARE NOT ALLOWED TO HANDLE ANY FORM OF CURRENCY. VISITORS ARE NOT ALLOWED TO LEAVE MONEY FOR DEPOSIT INTO AN INMATE'S ACCOUNT OR REMOVE ANY INMATE ITEMS AT THE CONCLUSION OF A VISIT.

3) A comb or hair brush;
4) two plastic baby bottles;
5) two diapers and baby wipes in a clear container;
6) three, unopened plastic containers of baby food and one small plastic spoon;
7) one set of baby clothes, one baby bib, and one small blanket;
8) jewelry may be worn, but not carried, into the Visiting Room;
9) a sweater, light jacket, or coat;
10) Females are permitted to carry three feminine hygiene items into the Visiting Room. A feminine hygiene dispenser will be provided for female visitors in the rest room;
11) life maintenance medication for cardiac patients and epileptic seizure sufferers, and inhalers.

- NOTE: MEDICATIONS AND INHALERS FOR CARDIAC PATIENTS AND EPILEPTIC SEIZURE SUFFERERS WILL BE KEPT IN THE VISITING ROOM OFFICER'S STATION DURING THE VISIT. DIABETIC MEDICATIONS (AND THE SYRINGES NECESSARY FOR THEIR APPLICATION) ARE NOT CONSIDERED LIFE MAINTENANCE MEDICATIONS AND WILL BE STORED SECURELY IN THE VISITOR'S PERSONAL VEHICLE. INMATE VISITORS WILL NOT BE ALLOWED TO GO TO THEIR VEHICLE TO ADMINISTER MEDICATION AND THEN RETURN TO THE VISITING ROOM (WITH THE EXCEPTION OF A JUSTIFIABLE MEDICAL NEED, APPROVED BY THE LIEUTENANT AND/OR DUTY OFFICER).

All other property is not permitted and has to be stored in the visitor's personal vehicle or in a property locker assigned by the Front Lobby Officer. THE FOLLOWING ITEMS ARE SPECIFICALLY PROHIBITED:

1) Cameras and any other form of audio or visual recording equipment, unless approved in advance by the Warden;
2) Diaper bags and baby carriers;
3) Magazines, newspapers, books;
4) Matches, lighters, tobacco products
5) Photographs and photo albums;
6) Personal business papers, forms or similar items;
7) Food items or beverages, except for infant care.

Copies of Attachment D (Visiting Information and Regulations), will be made available at the front desk.

6. VISITING ROOM VENDING MACHINES:

a. Vending machines are available in the Visiting Room. The vending machines will not be used by inmates. Items purchased from the vending machines but not consumed will be disposed of in the Visiting Room at the conclusion of the visit.

b. Employees of the Bureau of Prisons are not responsible for the operation of the vending machines or loss of money due to machine malfunction.

7. ATTORNEY VISIT REGULATIONS: The attorney/client rooms will only be used for approved, non-auditory supervised attorney visits.

a. Prior to any and all visits, attorneys will be required to provide proper identification to the Front Lobby Officer. All attorneys will present an "Admittance to the Bar" card or other documentation verifying where the attorney is licensed to practice, and a valid driver's license (with photograph), or a government issued I.D. before they are permitted entry to the institution.

b. All inmate attorney visits must be approved by the Associate Warden of Programs, AW (P), and coordinated by the Unit Manager, in advance. Legal visits at the Camp will be approved by the Camp Administrator. If approved, the attorney will be permitted to visit during regularly scheduled visiting days and hours. Attorneys requesting visits with inmates on non-regular visiting days or after normal visiting hours will be accommodated as far as time, security and availability of supervision permits. Special legal visits involving more than one inmate must also be approved by the AW (P). When entering or exiting the institution in an **official capacity**, attorneys shall be required to sign the Official Visitors Log (located in the Front Lobby). Attorneys must also complete and sign a Visiting Attorney Statement (BP-S241.013). A paralegal or legal assistant, acting on behalf of an attorney, will be admitted, provided a completed Paralegal or Legal Assistant Confirmation (BP-S242.013) has been received and reviewed by the inmate's Unit Team. Investigators are not granted the same accommodations as attorneys.

c. An attorney who wishes to visit as a social visitor must be on an inmate's approved visiting list. At this time, attorney status is forfeited and the attorney is considered a social visitor. When an inmate's attorney visits as a **social visitor**, he/she does not have to sign the Official Visitors Log nor do they have to complete and sign a **"Visiting Attorney Statement."**

8. SPECIAL VISIT REGULATIONS:

   a. Approval for special visits is delegated to the Unit Manager in consultation with the Captain for FCI inmates and the Unit Manager for FPC inmates. After regular visiting hours (or when unit staff are not available), the Institution Duty Officer in consultation with the Operations Lieutenant, may approve a special visit, if determination is made that no violation of security or inmate privacy exists. Special visits may also be limited by the availability of staff to supervise the visit.

      NOTE: THIS SECTION DOES NOT IMPLY THAT SPECIAL VISITS MAY OCCUR DURING NON-VISITING HOURS.

   b. The Unit Manager may approve an extra visit due to special or unique circumstances. The Unit Team will supervise the extra visit if additional supervision is required.

   c. Ordinarily, written documentation of this approval by the Captain will be submitted to the Visiting Room and Front Lobby Officers two weeks prior to the visit, through the appropriate

      Unit Manager. Upon completion of the special visit, written documentation will be maintained in the inmate's Central File.

      The Warden may authorize special visits for clergy, former or prospective employers, sponsors, and parole advisors. These visits are intended to assist in the release planning, counseling, and discussion of family problems.

9. APPROVAL AND DENIAL OF VISITS: The Unit Team will process the list of requested friends and associates, not to exceed a total of 10 individuals, in addition to immediate family members. Inmates are responsible for mailing the BP-629, Visitor Information form and written guidelines, Visiting Information and Regulations (Attachment D) to visitors.

   a. FCI inmates requesting approval of immediate family members, must, upon arrival submit a list of requested visitors to his Unit Team. Normally, immediate family members will be placed are on the approved visiting list if they are properly identified in the Pre-Sentence Investigation Report (PSI), or other reliable document for a period of 30 days. During, the 30 day time period, the inmate should mail a BP-629, Visitor Information form to the immediate family member; a background investigation is required before permanently approving an immediate family member.

      FPC inmates requesting approval of immediate family members, must, upon arrival submit a list of requested visitors to his Unit Team. Normally, immediate family members will be placed are on the approved visiting list if they are properly identified in the Pre-Sentence Investigation Report (PSI), or other reliable document for a period of 30 days. When deemed appropriate during the 30 day time period, the inmate may be required to mail a BP-629, Visitor Information form to the immediate family member; a background investigation may be required before permanently approving an immediate family member. Only immediate family members will be allowed on two inmates' visiting list at either the FCI or FPC. The inmate will be notified by the Unit Team of the individuals who are approved for the visiting list.

b. A background investigation is required before approving any non-immediate family visitor for a visit at the FCI and FPC. The inmate will be held responsible for having a BP-629, Visitor Information form mailed to the proposed visitor. This form must be signed and returned to the staff by the visitor before staff can investigate the proposed visitor.

c. Visiting privileges will normally be approved for visitors who have proven an established relationship with the inmate **prior** to his confinement. However, if it is determined that such visits create a threat to the orderly running of the institution, the visits will be disallowed.

d. For holdover inmates, visiting will be limited to immediate family members only.

The Approved Visiting List form, from the computer-based visiting room program, (represented by Attachment A), will be prepared by the Correctional Counselor and the appropriate information will be processed on the approved visiting list software. Copies of the visiting list will be placed in the inmate Central File, a copy maintained at the front lobby, and also given to the inmate. An inmate visiting list may be amended at any time in accordance with the procedures of this section. When additions or deletions are made to the approved visiting list, the appropriate changes will be made by the Counselor and the files updated.

e. Visiting files of inmates who are out of the institution on writs or furloughs will remain in the computer system and at the locations described above in Section (e). When an inmate is transferred from this institution, the assigned Correctional Counselor will print a current copy of the visiting file from the computerized visiting room program and place it in the Central File.

f. In the absence of the Warden, the IDO has the delegated authority to deny or terminate an inmate visitor in accordance with Program Statement 5267.08, Visiting Regulations, after consultation with the Unit Team and upon recommendation of the Operations Lieutenant. If the visit is denied, the "**Inmate Visitor Denial**" form, Attachment B, will be completed and placed in the inmate's Central File. The Associate Warden (Programs) and the Captain will each be forwarded a copy of the form.

g. Approval of visitors with no prior relationship to the inmate must be reviewed by the Warden, with a recommendation provided by the Unit Team.

10. <u>INMATE DRESS AND PROPERTY PERMITTED IN THE VISITING AREA</u>: The appearance of any inmate who enters the Visiting Room will be neat and clean at all times.

a. Authorized clothing for the FCI Visiting Room will be institution-issued khaki pants, khaki shirt with plain white or brown t-shirt underneath, (no Tank tops), belt, socks, underwear, and institution issued boots, soft shoes only with soft shoe pass issued from Health Services, or designated commissary boots purchased at this institution. No personal tennis shoes are allowed in the Visiting Room. Double layer clothing to include thermal underwear is not permitted on inmates entering the visiting room in order to expedite processing.

b. Authorized clothing for the FPC Visiting Room will be an institution-issued green pants, green shirt, white or brown t-shirt underneath, no Tank tops belt, socks, underwear and

institution issued boots, soft shoe only with soft pass issued from Health Services, or designated commissary boots purchased at this institution. No personal tennis shoes are allowed in the Visiting Room.

NOTE: UNDER NO CIRCUMSTANCES SHALL FCI OR FPC INMATES BE PERMITTED TO WEAR INSTITUTION-ISSUED CLOTHING THAT HAS BEEN ALTERED IN ANY MANNER. CLOTHING WITH TORN OR FRAYED POCKETS, CUT-OFF SLEEVES, OR ALTERED SEAMS WILL NOT BE ALLOWED INTO THE VISITING ROOM(S).

c. Inmates will enter the visiting area through the Shakedown Room. Only authorized personal property (listed below) will be allowed into the Visiting Room after being properly inventoried and recorded on the **Visiting Room Inmate Property Log**, Attachment C.

The following personal property items are authorized for use by inmates in the Visiting Room:

1) One comb;
2) One handkerchief;
3) One wedding band (without a diamond or precious stone);
4) One religious medallion on a chain;
5) Religious headwear (authorized by the Chaplain);
6) One pair of prescription glasses (no sunglasses);
7) All inmates must present an institution-issued identification card (inmate account card) to the Visiting Room Officer upon entrance into the Visiting Room.
   a. The card will be retained by the Visiting Room Officer.
   b. The inmate account card will be returned to the inmate upon departure.
8) Life maintenance medications for inmates with cardiac conditions or epileptic seizures.

   NOTE: MEDICATIONS FOR INMATES WITH CARDIAC CONDITIONS OR EPILEPTIC SEIZURES WILL BE MAINTAINED AT THE OFFICER'S STATION AT BOTH THE FCI AND FPC.

d. All FCI inmates will be pat-searched in the shakedown room upon entering the visiting room and visually searched when departing. Inmate shoes will be marked with black light ink.

e. While being escorted to the Visiting Room, all adult visitor identification cards will be taken to the Visiting Room. Visiting Room Officers will be provided an index card box for temporary storage of the identification cards. Visiting Room Officers will file the identification cards in an order that will provide easy access at the end of the visit (alphabetical by visitor, alphabetical by inmate, or by State of residence of the visitor).

f. At the end of the visit, the Visiting Room Officer will retrieve the identification cards, identify the visitor by picture identification, and verify the visitor with the black light.

g. Prior to exiting the Control Center Sallyport, the Control Center Officer will identify the visitor by picture identification, and verify the visitor with the black light.

All FPC inmates will be pat-searched in the Shakedown Room upon entering the Visiting Room. Although a random number of FPC inmates may be visually searched upon exiting the Visiting Room, all FPC inmates will be pat-searched upon entrance and exit from the Visiting Room.

11. SPECIAL CONCERNS OF THE VISITING ROOM OFFICERS:

a. Hospitalized Inmates:

1) The Clinical Director (or, in his/her absence, the Health Services Administrator), in consultation with the Captain, will make the recommendation for or against the arrangement of visits for inmates he/she observes to be suffering from infectious diseases or emotional, psychotic episodes.

NOTE: THE HEALTH SERVICES ADMINISTRATOR WILL DRAFT THE RATIONALE FOR REFUSING AN INMATE VISIT. IN THE EVENT THE UNIT TEAM ADVISES

AGAINST AN INMATE RECEIVING VISITORS, THE SITUATION WILL BE CAREFULLY DOCUMENTED IN THE INMATE'S CENTRAL FILE BY A MEMBER OF THE INMATE'S UNIT TEAM.

2) Inmates hospitalized in the community will not receive visitors unless authorized by the Warden with the advice of Health Services Administrator, Captain, Associate Warden (Programs), or Camp Administrator for Camp inmates. When a visit is authorized, the Institution Duty Officer will be present.

NOTE: VISITS TO INMATES NEAR DEATH WHO ARE HOSPITALIZED IN THE COMMUNITY WILL BE RESTRICTED TO IMMEDIATE FAMILY MEMBERS ONLY. VISITS TO INMATES WHO ARE HOSPITALIZED FOR MINOR SURGERY DO NOT WARRANT VISITS BY IMMEDIATE FAMILY MEMBERS. ALL VISITS ARE SUBJECT TO THE GENERAL VISITING POLICY OF THAT HOSPITAL.

b. Supervision of Visits:

1) It is the responsibility of the inmate to ensure all visits are conducted in a quiet, orderly and dignified manner. Visits that are not conducted in the appropriate manner may be terminated by the Visiting Room Officer-in-Charge with the expressed consent of the Operations Lieutenant and/or Institution Duty Officer.

2) The Operations Lieutenant and/or Institution Duty Officer must be notified if staff have reasonable suspicion and/or probable cause to believe contraband has been passed during the visit.
NOTE: THE FCI VISITING ROOM OFFICER WILL ASSIGN SEATING FOR ALL VISITORS BASED UPON THE SECURITY NEEDS OF THE INSTITUTION. INMATES ARE NOT PERMITTED TO WALK AROUND THE VISITING ROOM, UNLESS USING THE RESTROOM, GETTING A DRINK, OR TAKING PHOTOGRAPHS.

3) Temporary Suspension of Visiting Privileges: An inmate's visiting privileges will be suspended whenever the activity of an inmate or inmate's visitor compromises the security of the institution. Inmates whose visiting privileges are temporarily suspended will be notified and also receive a Restricted Visiting Notification memorandum (Attachment F). The memorandum will be signed by the Warden and a copy of the form(s) will be placed in the inmate's Central File. When visiting privileges are suspended due to DHO sanctions or SIS investigations, the Captain will route the necessary memorandum of suspension to the Unit Team, Front Lobby, and the inmate's family. UDC suspension letters will be routed by the Unit Team.

12. CHILDREN'S PLAY AREA:

Upon entering the FCI Visiting Room, inmates wishing their children to utilize the child's play area must sign their children up on the sign up form located at the Officer's station. The sign up periods are for a 30 minute time period. The children may utilize the play area for longer periods when time and space permits.

At no time will inmates be permitted in the play area. In the event children become unmanageable for the respective Parent or Guardian the Visiting Room Officer, in consultation with the Operations Lieutenant and/or the Institution Duty Officer, will be contacted. Visits that are not conducted in the appropriate manner may be terminated by the Operations Lieutenant in consultation with the Institution Duty Officer.

The guardian or parent of the child/children who use the parenting room will be responsible for clean-up of the room. All toys and games will be replaced before leaving the room. The room should be straightened up at the completion of each visit.
No items may be removed from the room. All games and toys must be left in the play area.

Visiting room orderlies may enter the parenting room after all visitation has ended to vacuum the carpet and dust. The orderly detail may also straighten any books, videos or games that are out of place.

No beverages or food of any kind is permitted in the parenting room.

No diaper bags or any other kind of bags are permitted in the parenting room.

13. PARENTING PROGRAM FPC:

Any inmate at the FPC actively participating in the Parenting Program is eligible to sign up to use the Parenting Room located in the Visiting Room. The Parenting Room sign-up sheet is

located in the Leisure Library. The Parenting Room is available for use on Mondays and Fridays from 5:30 PM until 8:30 PM and on Saturdays from 8:30 AM until 3:30 PM. Inmates are only permitted to use the Parenting Room one hour per day. The sign-up sheet lists a

primary slot holder and two alternatives. All time slots begin on the half-hour. The individual signed up for the primary time slot will have fifteen minutes to enter the Parenting Room. If at that time the Parenting Room is still empty, the individual signed-up in the Alternate1 spot will be able to use the room. This individual also has fifteen minutes to report to the room. At this

time, if the room is not being utilized, the person signed-up in the Alternate 2 spot will be allowed to enter the Parenting Room. If the individual's signed-up in the primary time slot and the alternate time slots do not utilize the room, the room will remain locked. The inmate and the inmate's children are the only people allowed in the Parenting Room. All inmates must adhere to the Visiting Room policies and regulations. The Visiting Room Officers will have the final say on all issues concerning the Parenting Room.

14. PARENTING PROGRAM FCI:

a. Only inmates and their child and/or children will be permitted in the designated parenting room. No other adult family members will be permitted to enter the room. If a child needs to leave the room for a bathroom break or for any other reason the family will be permitted to help the child back to their assigned seats.

b. Inmates currently being housed in the Special Housing Unit (SHU) will not be permitted to participate in the parenting program.

c. Inmates on the NO PRNT RM wait list are not authorized use of the Parenting Room. Final decisions regarding placement of inmates on the NO PRNT RM list will be made by the Associate Warden, Programs.

d. Inmates will sign-up for a 30 minute block of time to use the room (See Attachments G & H). This will be on a first-come, first serve basis. The inmate will sign-up for the room immediately upon entering the visiting room when he gives his id card to the Visiting Room Officer. On slow evenings or days in the visiting room it will be up to the discretion of the Officer to allow more time in the parenting room.

e. Inmates who use the parenting room will be responsible for clean-up of the room. All toys and games will be replaced before leaving the room. The room should be straightened up for the next inmate and his children to use.

f. No items may be removed from the room. All games and toys must be left in the parenting room. All games pieces and toys will be replaced before the inmate may exit the parenting room and return to his visitors.

g. Visiting room orderlies may enter the parenting room after all visitation has ended to vacuum the carpet and dust. The orderly detail may also straighten any books, videos or games that are out of place.

h. No beverages or food of any kind is permitted in the parenting room.

i. No diaper bags or any other kind of bags are permitted in the parenting room.

The goal of the parenting room is to promote better interactions between the incarcerated father and his child by providing educational and entertaining activities.

15. PHOTOGRAPHS IN THE VISITING ROOM: Inmates in general population and/or Administrative Detention may purchase tickets from the commissary for the purpose of obtaining photographs of themselves in the Visiting Room. Photographs will be taken by an authorized inmate

photographer on all visiting days. Photographs will be taken on Monday's for Holdover inmates on an on-call basis. Friday's between 6-7 pm, Saturday and Federal Holidays from 12:30 pm to 2:00 pm. All photographs will be in good taste. Inmates and Visitors hands must remain in full view at all times. Inmates may be photographed only with their approved visitors. Inmates assigned to Disciplinary Segregation will not be photographed. Note: Administrative Detention inmates may purchase two tickets from Commissary and enter the Visiting Room with a maximum of two tickets.

INMATES MAY NOT BE PHOTOGRAPHED WITH OTHER INMATES IN THE VISITING ROOM UNDER ANY CIRCUMSTANCES.

16. USE OF THE CAMP VISITING ROOM PATIO AREA: Use of the patio area of the Visiting Room at the FPC will be regulated by memorandum from the Unit Manager.

17. VISITING LISTS BACK UP SYSTEM: A Visiting Program Back-Up System will be available to the Front Lobby Officer for instances when the Visiting Program is unavailable.

18. OPERATIONAL REVIEWS: Operational Reviews of this program are the responsibility of the Correctional Services department.

19. ATTACHMENTS:

    a. Attachment A: Approved Visiting List
    b. Attachment B: Inmate Visitor Denial Form
    c. Attachment C: Visiting Room Inmate Property Log
    d. Attachment D: Visiting Information and Regulations
    e. Attachment E: Public Transportation and Lodging
    f. Attachment F: Restricted Visiting Notification
    g. Attachment G: FCI Parenting Room Sign-Up Saturday/Sunday Schedule
    h. Attachment H: FCI Parenting Room Sign-Up Friday/Monday Schedule

Timothy S. Stewart, Warden

FEDERAL CORRECTIONAL INSTITUTION
FEDERAL PRISON CAMP
CUMBERLAND, MARYLAND

APPROVED VISITING LIST

INMATE'S NAME:_____ DATE:_____, 20_____

REGISTER NO:_____

THE FOLLOWING PERSONS ARE PERMITTED TO VISIT THE ABOVE-NAMED INMATE DURING HIS STAY AT THIS INSTITUTION:

NAME OF VISITOR/ RELATIONSHIP
STATE DRIVER'S LICENSE
ADDRESS: (CITY, STATE, ZIP CODE)

1._____

2._____

3._____

4._____

5._____

6._____

7._____

8._____

9._____

10._____

11._____

12._____

13._____

14._____

15._____

APPROVED: _____
UNIT TEAM MEMBER

FEDERAL CORRECTIONAL INSTITUTION
FEDERAL PRISON CAMP
CUMBERLAND, MARYLAND

INMATE VISITOR DENIAL FORM

On (Date), _____, at _____ (a.m.) (p.m.), the following inmate visitor, (Mr.) (Mrs.) (Ms.)

_____ was denied entrance into the institution. The visitor arrived at

the institution to visit _____ / _____.
(Inmate's Name) (Register Number)

The visit was denied for the following reason(s):

_____No identification

_____Not on Approved Visiting List

_____Under age without Parent/Guardian

_____Other:_____

_____

Comments:_____

_____

_____

Prior to Denial:

Unit Team/Duty Officer was notified and authorization to deny visit was given: _____

Operations Lieutenant was notified and authorization to deny visit was given: _____

The following Unit Team Member(s) were notified: Unit Manager _____

Case Manager

Unit Counselor

_____
Front Lobby Officer (Print **and** Sign Name)

To be maintained in Central File
cc: Captain

VISITING ROOM INMATE PROPERTY LOG

INMATE'S NAME	REGISTER NUMBER	UNIT	COMB	HAND-KERCHIEF	WEDDING BAND	GLASSES	I.D. CARD	MEDS	PHOTO. TICKETS	RELIGIOUS HEADWEAR/ NECKLACE

NOTE: ALL INMATES ENTERING THE VISITING ROOM WILL BE ON THIS LIST AND THE PARTICULAR ITEMS THE INMATE POSSESSES WILL BE CHECKED OFF ACCORDINGLY. ALL PHOTOGRAPH TICKETS HAVE TO BE USED PRIOR TO DEPARTING THE VISITING ROOM.

FEDERAL CORRECTIONAL INSTITUTION
FEDERAL PRISON CAMP
CUMBERLAND, MARYLAND
VISITING INFORMATION AND REGULATIONS

_____ _____
INMATE'S NAME INMATE'S REGISTER NUMBER

_____(Visitor's Name), has been approved to visit you while you are incarcerated at Cumberland, MD. In addition to assuming complete responsibility for the proper conduct of your visitors, you are also responsible for forwarding this form to the above visitor in order that he/she be made aware of the Visiting Room regulations.

Visitors under 16 years of age must be accompanied by an adult member of your family on your approved visiting list. Other non-approved visitors who wish to visit an inmate for either personal or business reasons must write the institution at least two weeks in advance and explain the circumstances of the visit. If the visit is approved, authorization will be sent for presentation upon arrival. During periods of limited seating capacity, the number of persons visiting one inmate can be limited to three (3) seats.

VISITING SCHEDULE: Friday visiting hours are 4:30 p.m. to 8:30 p.m. for the FCI, FPC and FCI Holdovers. Monday visiting hours are 4:30 p.m. to 8:30 p.m. for the FCI (holdover inmates only) and FPC. (FCI holdover inmates will visit on Monday only in the event the non-contact video visiting equipment is damaged or out of service. The hours will be 4:30 p.m. to 8:00 p.m.) Visiting for the Special Housing Unit FCI &FPC inmates will be for a two hour period and will terminate at 8:00 p.m. Visiting hours for Saturday, Sunday, and all Federal holidays are 8:45 a.m. to 3:00 p.m. Visiting for Special Housing Unit inmates.

All inmates must present an institution-issued Commissary identification card to the Visiting Room Officer upon entrance into the Visiting Room. These cards will be retained by the Visiting Room Officer during the visit. Commissary cards will be returned to the inmate upon departure from the Visiting Room.

Both FCI and Camp inmates will be allowed (6) six weekend and holiday visiting days per month. There is no limit on weekday visiting. Unused weekend and holiday visiting days from one month cannot be carried forward to the following month. Any visit, regardless of the length of visit, will constitute one day of visiting. Attorney visits do not count as part of the six (6) days of authorized weekend and holiday visits. No visitor will be allowed into the institution prior to the appropriately scheduled visiting hours.

Upon the authority of the Institution Duty Officer and Operations Lieutenant, the Visiting Room Officer may terminate a visit because of overcrowded conditions or improper conduct of the visitor and/or the inmate. The privilege to make future visits will be denied to anyone who tries to circumvent or evade regulations. The introduction of, or attempt to, introduce contraband into a federal penal institution is in violation of Title 18, U.S. Code, Section 1791.

Prior to entering the Visiting Room, all visitors must complete a **BP-224** "**Notification to Visitor**" form (previously titled BP-CUS-30), as per Title 18, United States Code, Chapter 87, Section 1791.

(NOTE: ALL VISITORS MUST COMPLETE THE PROVIDED FORMS IN THE PRESENCE OF THE FRONT LOBBY OFFICER). Each individual will utilize the "Notification to Visitor" form whether or not they are visiting as part of a group or visiting on his/her own.

All inmate visitors will be requested to present a valid photo identification card to the Front Lobby Officer. The exception is children under age 16 accompanied by a parent or guardian. Commercially purchased forms of identification are not acceptable as the sole source of identification.

NOTE: INMATES WILL BE PERMITTED TO VISIT WITH AUTHORIZED VISITORS ONLY.

NOTE: ALL VISITORS ARE TO BE DRESSED APPROPRIATELY DURING SOCIAL VISITING AT THE FEDERAL CORRECTIONAL INSTITUTION AND THE FEDERAL PRISON CAMP.
THE FOLLOWING ITEMS OF CLOTHING WILL **NOT** BE WORN DURING SOCIAL VISITING:

1. Khaki shirt and/or trousers similar to FCI inmate clothing-FCI visitors only.

2. Mini-skirts, halter tops, halter dresses, or sleeveless shirts. Visitors will not be allowed to utilize a jacket to use as a cover.

3. Strapless blouses, dresses or other apparel which is revealing in nature.

4. Spandex-like pants or spandex-like shorts or cotton athletic sweat pants.

5. Visitors must wear clothing which is free from obscene, inappropriate or offensively shocking messages that have been imprinted, embroidered, handwritten or machine applied.

6. Visitors must wear appropriate foot apparel at all times. Thongs, flip flops, or shower shoes are not appropriate forms of foot wear in the Visiting Room.

1. Headwear, except religious headwear.

2. Umbrellas and gloves will not be permitted in the visiting room.

3. Visitors requiring the use of a wheelchair, walker, cane, etc., will be provided with an institutional equivalent. Visitors requiring the use of a special (oversized, special equipped, etc.) wheelchair or guide dog may be admitted upon approval of the Operations Lieutenant and only after a thorough search for prohibited items.

Men and women may also wear walking shorts as long as they meet the above requirements. Women are also permitted to wear culottes or shorts. All shorts or dresses should be no shorter than approximately 4" from the center of the knee and not revealing in nature.

All items authorized for entrance into the Visiting Room will be searched by the Front Lobby Officer.

NOTE: THE FOLLOWING ITEMS WILL BE PERMITTED INTO THE VISITING ROOM:

1. Clear change purses not to exceed 6" by 6" or billfolds that can be easily searched. Only one change purse or billfold per person.

2. Money in the form of U.S. coinage (not to exceed three rolls of quarters totaling $30.00), and/or any combination of paper currency in one and five dollars bills not to exceed thirty dollars. NOTE: UNDER NO CIRCUMSTANCES SHALL INMATES BE ALLOWED TO HANDLE ANY FORM OF U.S. OR FOREIGN CURRENCY WHILE IN OR OUT OF THE VISITING ROOM. VISITORS WILL NOT BE ALLOWED TO LEAVE MONEY FOR DEPOSIT INTO AN INMATE'S ACCOUNT OR REMOVE ANY INMATE ITEMS AT THE CONCLUSION OF A VISIT.

3. A comb or hair brush.

4. Two plastic baby bottles.

5. Two diapers and baby wipes in a clear container.

6. Three, unopened plastic containers of baby food and one small plastic spoon.

7. One set of baby clothes.

8. Jewelry may be worn, but not carried into the Visiting Room.

9. A sweater, light jacket, or coat.

10. Females are permitted to carry three feminine hygiene items into the Visiting Room. A feminine hygiene dispenser will be provided for female visitors in the rest room.

11. Life maintenance medication for cardiac patients and epileptic seizure sufferers.

NOTE: MEDICATIONS AND INHALERS FOR CARDIAC PATIENTS AND EPILEPTIC SEIZURE SUFFERERS WILL BE MAINTAINED ON THE VISITOR'S PERSON.

DIABETIC MEDICATIONS (AND THE SYRINGES NECESSARY FOR THEIR APPLICATION) ARE NOT CONSIDERED LIFE MAINTENANCE MEDICATIONS AND WILL BE STORED SECURELY IN THE VISITOR'S PERSONAL VEHICLE OR THE PROPERTY LOCKERS PROVIDED FOR VISITORS IN THE FRONT LOBBY.

NOTE: CAMERAS (OR ANY OTHER FORM OF VISUAL OR AUDIO RECORDING EQUIPMENT) ARE NOT PERMITTED IN THE INSTITUTION WITHOUT ADVANCE WRITTEN APPROVAL FROM THE WARDEN.

NOTE: MAGAZINES, NEWSPAPERS, BOOKS, MATCHES, LIGHTERS, PHOTOGRAPHS, PHOTO ALBUMS, PERSONAL BUSINESS FORMS OR ANY OTHER SIMILAR ITEM(S) ARE NOT PERMITTED INTO THE VISITING ROOM.

NOTE: DO NOT BRING FOOD OF ANY KIND INTO THE INSTITUTION. FOOD ITEMS AND BEVERAGES ARE AVAILABLE FROM THE VISITING ROOM VENDING MACHINES. UPON COMPLETION OF THE VISIT, ALL FOOD ITEMS AND BEVERAGES WILL NOT BE ALLOWED TO BE TAKEN FROM THE VISITING ROOM.

Inmates and visitors alike must remember that social visiting is a family activity and that good conduct is expected at all times. Socially accepted gestures of communication and affection are allowed within the limits of "good taste". Staff will limit physical contact to minimize the opportunity for the introduction of contraband and to maintain the orderly operation of the Visiting Room. Kissing, embracing and hand shaking are the only socially accepted gestures allowed in the Visiting Room at the beginning and end of a visit. Occasional holding of hands will be permitted within the bounds of good taste. Indecent, annoying or excessive contact will not be tolerated. Inmates or visitors who repeatedly violate Visiting Room regulations will have their visit terminated or placed under close supervision at the discretion of the Visiting Room Officer-in-Charge. All areas of the Visiting Room, including rest rooms, will be monitored to prevent the passage of contraband and to ensure the security and welfare of all concerned.

To protect the health and safety of staff, inmates and visitors, the Bureau of Prisons has restricted areas and circumstances in which smoking is permitted within its institutions. No smoking or consumption of tobacco products is permitted in the Visiting Room or the adjacent Outdoor Visiting Room Patio.

For purposes of this rule, smoking is defined as carrying or inhaling a lighted cigar, cigarette, pipe or other lighted tobacco product, or any product containing tobacco which is chewed.

It is illegal for any person to introduce or attempt to introduce into or upon the grounds of any federal penal institution, to take, or attempt to take or send therefrom, anything whatsoever without the knowledge or consent of the Warden. The law provides that violators may receive a sentence of up to 20 years imprisonment, a $25,000.00 fine, or both. All persons and packages are subject to search (Title 18, U.S. Code, Sections 1791).

IT IS A FEDERAL CRIME TO BRING UPON THESE PREMISES ANY WEAPONS, AMMUNITION, INTOXICANTS, DRUGS OR CONTRABAND.

Contraband is defined as the introduction or attempt to introduce into or upon the grounds of any federal penal or correctional institution, or the taking or attempt to take or send therefrom, anything whatsoever without the knowledge and consent of the Warden or Superintendent of such federal penal or correctional institution. Contraband items include, but are not limited to guns, knives, tools, ammunition, explosives, hazardous chemicals, gas, narcotics, drugs, or intoxicants. Prior to admission, visitors must request and obtain permission of the Warden or his staff representative to bring any item or thing upon the institution grounds.

DIRECTIONS TO THE FEDERAL CORRECTIONAL INSTITUTION, 14601 BURBRIDGE ROAD, SE CUMBERLAND, MD 21502

Take Interstate Route I-68 to the Industrial Boulevard (Route 51 South) exit in Cumberland, Maryland. Westbound, this is Exit 43B. Eastbound, from Morgantown, this is also Exit 43B.

Take State Route 51 (Industrial Boulevard) South for 5.6 miles and turn right into the Allegany County Industrial Park at PPG Road. Follow PPG Road for 1.6 miles and turn left into the main gate of the FCI.

The entrance to the Federal Prison Camp (FPC) is the second left hand turn. To get to the Federal Correctional Institution (FCI) follow the main road for .4 miles ending at the FCI parking lot on the right.

INSTITUTION TELEPHONE NUMBER: 301-784-1000

Public Transportation and Lodging

Public Transportation

Yellow Cab Company
405 Henderson Avenue
Cumberland, MD 21502
(301) 722-4050

Queen City Taxi
825 Virginia Avenue
Cumberland, MD 221502
(301) 722-2800

Best Western
1268 National Highway
LaVale, MD 21502
(301) 729-3300

Diplomat Hotel
17012 McMullen Highway, SW
Cumberland, MD 21502
(301) 729-2311

Fairfield Inn and Suites
21 N Wineow Street
Cumberland, MD 21502
(301) 722-0340

Hampton Inn
11200 New Georges Creek Road
Frostburg, MD 21532
(301) 689-1998

Holiday Inn
South George Street
Cumberland, MD 21502
(301) 724-8800

Inn at Walnut Bottom
120 Greene Street
Cumberland, MD 21502
(301) 777-0003

Red Roof Inn
12310 Winchester Road, SW
LaVale, MD 21502
(301) 729-6700

Rocky Gap Lodge and Golf Resort
16701 Lakeview Road, NE
Flintstone (Cumberland), MD 21530
(301) 784-8400

Slumberland Motel
1262 National Highway
LaVale, MD 21502
(301) 729-2880

Super 8 Motel
1301 National Highway
LaVale, MD 21502
(301) 729-6265

SUSPENSION OF VISITING PRIVILEGES

Inmate Name
Inmate Reg. No.:
Unit

Be advised that effective immediately and until further notice, you are placed on Restricted Visiting Status. This action is based on your involvement in a current investigation being conducted by the Special Investigative Supervisors (SIS) Office.

Requests for a social/legal visit must be made sufficiently in advance to allow clearance by SIS and your Unit Team. If approved, the visit may be scheduled at times other than regular visiting hours.

This provision will remain in force pending the disposition of the investigation.

_____
Date

_____
Timothy S. Stewart, Warden
FCI Cumberland

Distribution:
Unit Team/Central File
Inmate's Visiting File (Front Lobby)
SIS File

FCI Cumberland
Children's Play Area Sign-Up

Time	Name	Register #	Children's Name	Age of Children
8:30 a.m.				
9:00 a.m.				
9:30 a.m.				
10:00 a.m.				
10:30 a.m.				
11:00 a.m.				
11:30 a.m.				
12:00 a.m.				
12:30 a.m.				
1:00 p.m.				
1:30 p.m.				
2:00 p.m.				
2:30 p.m.				

FCI Cumberland
Childs play area
Friday/ (Monday FPC Only) Schedule

Time	Name	Register #	Children's Name	Age of Children
4:30 p.m.				
5:00 p.m.				
5:30 p.m.				
6:00 p.m.				
6:30 p.m.				
7:00 p.m.				
7:30 p.m.				