



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Complex
Lompoc, California

Complex Supplement

OPI: Correctional Services
NUMBER: 5267.08c
DATE: December 10, 2014
SUBJECT: Visiting Regulations

1. **PURPOSE:** To implement visiting regulations with specific rules and procedures governing inmate visiting at all areas of the Federal Correctional Complex (FCC), Lompoc, California. This supplement also encourages inmate visiting and provides a visiting area which is conducive to maintaining family and community relationships.
2. **DIRECTIVES AFFECTED:**
 - a. Directives Rescinded: Federal Correctional Complex Supplement, 5267.08b, Visiting Regulations, dated January 14, 2013.
 - b. Directives Referenced: Program Statement 5267.08, Visiting Regulations, dated May 11, 2006.

Program Statement 5510.15, Searching, Detaining, or Arresting Visitors to Bureau Grounds and Facilities, dated July 17, 2013.

Program Statement 5522.01, Ion Spectrometry Device Program, dated February 24, 2005.
3. **CORRECTIONAL STANDARDS REFERENCED:**
American Correctional Association 4th Edition Standards for Adult Correctional Institutions: 4-4156, 4-4267, 4-4498, 4-4499, 4-4500, 4-4501, 4-4503, and 4-4504.
4. **RESPONSIBILITY:** The Captain is responsible for the appearance and operation of the visiting room. All Visiting Room Officers are responsible for the proper implementation of regulations. Unit Managers are responsible for maintaining, updating, and processing all inmate visiting lists on the computerized Visiting Program.
5. **VISITING HOURS:** Visiting hours for the Medium and Low are from 8:30 a.m. - 3:00 p.m., Saturdays, Sundays, and federal holidays.

Visiting hours for the main camp and camp north are from 8:30 a.m.

- 3:00 p.m., Saturdays, Sundays, and federal holidays.

Special Housing Unit (SHU) inmate visiting hours are from 8:30 a.m. - 2:00 p.m. and are held at the Medium Visiting Room. SHU inmate visitors will not be processed after 1:30 p.m. SHU inmates will be limited to one (1) hour of visiting per day. No more than two (2) SHU inmates will be allowed in the Visiting Room at one time.

No visitors will be processed through the front entrance of either institution prior to 8:30 a.m. or after 2:00 p.m.

Visitors will not be allowed to enter the facilities parking lot prior to 8:00 a.m. Visitors parking on the side or in the middle of the main road, blocking traffic, or parking on Federal Property (to include staff housing areas) will be subject to cancellation of visiting privileges for the day, up to suspension of visiting privileges.

6. **LEGAL VISITS:**

Legal visits are scheduled through the inmate's unit team normally on Monday through Fridays between 8:00 a.m. to 3:00 p.m. Prior to the legal visit, unit team will prepare an entrance memorandum and ensure distribution to all concerned. Unit Team will schedule and supervise legal visits that occur during the weekdays. For legal visits occurring on a weekend or holiday, the unit team will verify the legal visitor(s) and prepare a memorandum for the visiting room officers. Legal visits also include official visits requested by Consular Officials.

Attorneys may visit with as many clients as they require; however, legal visits are limited to one inmate at a time. Joint defense counsel meetings (visits between verified co-defendants and their legal counsel) may only occur upon written consent and approval of the unit manager and Captain.

Foreign attorneys who are not licensed in a state or jurisdiction of the United States must provide verification of their status as a licensed attorney in good standing in a foreign jurisdiction. This is normally handled by contacting their respective Consulate's office, which will provide official documentation to the United States Government. The Consulate or other verifying authority must forward the verification to the unit team or institution's legal office. The Legal office will verify documents through the Consolidated Legal Center (CLC) and notify the unit team of the verification. The attorneys will then be processed as legal visitors for future visits.

The Consolidated Legal Center (CLC) will be consulted on other legal matters such as civil cases, depositions, or other legal concerns.

7. **VISITING FACILITIES:**

- a. Except for the use of toilet facilities, inmates and visitors will remain within the designated visiting area for the duration of the visit.
- b. Inmates will be called to greet their visitors after each visitor has registered with the Visiting Room Officer prior to entering the visiting areas.
- c. At the completion of visiting, the visitor is directed to separate from the inmate, while the inmate is directed to another area of the visiting room away from all visitors. The Visiting Room Officers will properly identify each inmate utilizing a picture identification card. After positive identification, the inmate will remain in the visiting room until all visitors have been positively identified by using photo identification by the Control Center (Low) / Visiting Room Officer (Medium). Visitors will be escorted out of the visiting room five adults at a time, not to include children.

8. **FREQUENCY OF VISITS:** A copy of the Visiting Rules and Regulations (Attachment 1) should be sent by the inmate to each approved visitor. Additionally, the visiting instructions are provided to the visitors at the front entrance. Visitors are not authorized to be on government property prior to 8:00 a.m. or remain on the property after visiting hours. Additionally, visitors will not be allowed to park and remain in their vehicles on government property at any time. Visitors are not allowed to leave any animals in their vehicles during their visits.

In order to avoid overcrowding in the visiting area, each inmate is allotted six (6) visiting points per month to be used as follows:

- Each inmate will be allocated eight (6) points per calendar month. On Saturdays, Sundays, and federal holidays, two points will be deducted for each visit regardless of the length of the visit. Unless otherwise authorized by the Warden all inmate visitors must be on the inmate's approved visiting list.

An inmate may only visit with visitors who are on his approved visiting list and will not be allowed to visit with visitors approved for another inmate's visiting list. There will be no mixed visits among inmates and their visitors. The visitor's picture identification card will be retained by the Control Center (Low)/ Visit #1 Officer (Medium) and be returned to the visitor upon departure after a positive identification is made.

9. **ACCEPTABLE IDENTIFICATION:** All visitors 16 years of age and over

are required to present acceptable means of picture identification prior to admission into the institution for a visit. This must be a valid state or government issued photo identification. Acceptable forms of identification include, but are not limited to:

<u>Valid forms of identification</u>	<u>Invalid forms of identification</u>
U.S. State or Government photo ID	Passport without proper United States Visa stamp
Passport with United States Visa stamp / I94 Form	Mexican Consulate Identification Visa Card/Border Crossing Cards
Valid United States Military Identification Card with photo	Photo Identification cards from financial/business institutions/High School/College

If a visitor does not present acceptable identification with a photograph, the visitor will not be allowed to visit. Lobby staff having any questions or concerns regarding acceptable identification during visitor registration will refer the matter to the Institution Duty Officer (IDO) and/or Operations Lieutenant.

10. **VISITOR PROCESSING:**

- a. To assist visitors, a FCC Visitor Information Form (Attachment 2, English, or Attachment 3, Spanish) and Visiting Rules and Regulations (Attachment 1) have been developed to brief visitors regarding the regulations pertaining to visiting an inmate. These attachments are available to the visitor through the inmate when a Visitor Information Form is sent to a potential visitor or at the front entrance. The Attachment 1 is only an abbreviated version of the Program Statement and Complex Supplement regarding visiting and is used for informational purposes only.

Visitors with special needs for medications or medical devices are required to notify the institution prior to visiting to obtain approval to retain the medication or medical device.

- b. During registration, all visitors will be questioned concerning the possession of contraband or prohibited items, and will be required to complete and sign a Notification to Visitor form. Each visitor will be required to pass through the walk-through metal detector.

Should a visitor fail the metal detector screening, entry into the institution will be denied. Visitors using medical assistance devices will be provided reasonable accommodation to comply with all security measures. They may be screened using alternative security devices, including the use of a hand-held metal detector.

Visitors' identification is maintained by the Control Center Officer (Low) and Visit #1 Officer (Medium). These officers will verify the visitor's identification prior to entrance into the facility and prior to allowing the visitor to depart. All adult and visitors 16 years or older, will have their hands stamped with invisible black-light ink. The Control Center Officer (Low) and Visiting Escorting Room Officer (Medium) will verify the black-light hand stamp prior to the visitor's entrance into and departure from the facility.

- c. All visitors will be subject to a random pat search by a staff member. A pat search of a person or belongings involves a staff member pressing his/her hands on the outer clothing, or the outer surface of their belongings. Whenever possible, pat searches of a person will be performed by staff members of the same sex. Pat searches of the opposite sex may be conducted only in emergency situations with the Warden's authorization.
- d. Visitor's will be randomly selected to be tested with the ion spectrometry device by a staff member. The staff member will use a hand held device and pass it over the visitor, touching the clothing, to include the tops of the front pant pockets, waist area, pants cuffs (or shoe area) and personal identification. Visitors refusing to be screened by the device will not be allowed to visit for a minimum time period of 48 hours.

Staff may test visitors out of random order when reasonable suspicion exists of a visitor's possible involvement with illegal substances.

- e. After processing has been completed, the visitors will be directed to wait in the lobby area beyond the walk-through metal detector for escort to the visiting room. Restroom facilities are available in this waiting area. Visitors are not to be admitted into this waiting area, for any reason, prior to the completion of the registration process.
- f. Any visitor who departs the front entrance after being processed will not be allowed to re-enter the area and will be ordered to depart institution grounds.
- g. Staff will verify the identity of each visitor through a valid state driver's license, government issued photo identification, etc., prior to admission to the visiting room. The same procedure will be conducted prior to the visitor exiting the visiting room. Visitors under the age of 16 do not require a photo identification.

11. **AUTHORIZED VISITORS**: During the Admission and Orientation period,

each inmate will complete an Inmate Proposed Visiting List (Attachment 4), which will be submitted to the appropriate Unit Counselor. At this time, each inmate will be asked to identify any visitor who will require accommodations due to a physical or mental disability. Visitors, who will require reasonable accommodations, including use of medical devices or medication, must notify the institution of their needs when returning their visiting forms for processing.

All prospective visitors, other than confirmed immediate family members, may be subject to a background check and approval by institution staff. The inmate must have known the proposed visitor(s) prior to being incarcerated. The Warden must approve any exception to this requirement.

The Unit Counselor will prepare, in duplicate, a list of all visitors approved for regular visiting. The maximum number of visitors permitted on any list will be 15 people. Approved friends may be limited to three, depending upon the number of approved family members. The inmate may add or delete an individual from the list at his discretion. The Unit Counselor will update the computerized record of visitors for each inmate as needed and will retain a copy of the visiting list in the inmate's central file. Such copies will be utilized if the computerized Visiting Program fails for whatever reason. The Unit Counselor will provide the inmate with written material pertaining to visiting procedures during intake screening.

12. **DISAPPROVED PROPOSED VISITORS**: Each proposed visitor with a prior criminal conviction will be reviewed by the Unit Manager. The Unit Manager will then forward a recommendation to the Warden for final decision regarding granting visiting privileges. The Captain will be notified by the Unit Manager, in writing, of all such cases which are approved.

The proposed visitor will be denied should it be determined the inmate did not know the proposed visitor prior to incarceration. The Unit Manager will review all such cases. Exceptions to this rule may be considered by the Unit Manager and forwarded to the Warden for approval.

13. **VISITING ROOM CAPACITY**: Each visiting room has a maximum capacity of visitors and inmates allowed. If overcrowding occurs, a process of elimination of visits will be initiated. First, volunteers will be accepted to end their visits. Next, visitors who are local or least amount of miles driven will be asked to depart. Lastly, first arrivals at the prison will be asked to depart. A maximum of four persons, to include children under the age of 16, are permitted to visit an inmate at one time. Visitors under 16 years of age must be accompanied by a responsible adult, who is also on the approved visiting list.

Children must be the son, daughter, brother, or sister of the visitor or inmate. Visitors will be responsible for keeping their children in their company and under control within the bounds of the visiting area. **Inmates are not to enter the assigned children's play areas.**

All SHU inmates will be seated by the Visiting Room Officer in a designated area in the visiting room. These inmates will remain in this area until they are returned to SHU. No more than two (2) SHU inmates will be allowed in the Visiting Room at one time.

14. **SPECIAL VISITS**: Special visits may be recommended by the Unit Manager for review and approval by the Warden. Special visits may not be counted as regular visits. Unit staff are responsible for notifying the Captain, IDO, Operations Lieutenant, Front Entrance Officer, and Visiting Room Officer, in writing, when special visits have been approved. This should be accomplished as far in advance as possible. All special visitors and inmates will be subject to the same identification, screening, and processing procedures. These visits will ordinarily be supervised by unit staff to include escort in and out of the institution.

The Chaplain will review and may approve a Minister of Record and Clergy to be added to an inmate's visiting list. The Chaplain will prepare and distribute a memorandum approved by the appropriate Associate Warden for volunteers and religious groups.

Currently FCC Lompoc does not offer non-contact visiting.

15. **SUPERVISION OF VISITORS**: Visiting room staff will supervise all regular visits to ensure strict compliance with all regulations and procedures.
- a. Kissing and embracing are permitted upon arrival and departure. Other than hand holding, no other contact is permitted during the visit. Adults sitting in laps, lying on the ground, or sitting inappropriately will not be permitted. Discretion and good judgment must be used in enforcing this regulation. The institution's primary purpose in limiting physical contact is to control contraband and to control behavior which may be offensive to other visitors. Failure of individuals to follow prescribed guidelines of conduct will result in termination of the visit. The Operations Lieutenant and/or IDO will have the authority to terminate visits because of inappropriate conduct. A memorandum documenting misconduct will be forwarded to the Warden, Associate Wardens, unit team, and the Lieutenant's Office, through the Captain. Misconduct may result in future restrictions of the visitor and/or other disciplinary action of the inmate.
 - b. Visitors are prohibited from giving to, or receiving anything from, an inmate without written approval from the Warden. The

introduction or attempted introduction of contraband will be subject to the penalties of federal law and/or the inmate disciplinary system. Contraband of any kind in the visiting room will be confiscated, and the Operations Lieutenant will be notified immediately. Contraband will be processed according to established procedures outlined in the Program Statement entitled Inmate Personal Property. Any visitor who introduces or attempts to introduce contraband of any type will have their visiting privileges terminated and will be subject to prosecution. The Operations Lieutenant will submit a memorandum to the Captain, Associate Warden and the Warden regarding the termination of the visit.

Inmates are not permitted to take any items into the visiting room except a comb, eyeglasses, handkerchief, religious medal, approved religious headgear, and one wedding band. All personal property items must be declared by the inmate when reporting for his visit. Only those items declared will be permitted for retention upon conclusion of the visit.

- c. It is the responsibility of the Visiting Room Officer to monitor behavior, maintain order, and supervise visits. Inappropriate behavior, misconduct, or failure to comply with regulations will be brought to the attention of the inmate, visitor(s), and the Operations Lieutenant. A memorandum outlining any violations will be submitted to the Captain, appropriate Unit Team and appropriate Associate Warden.
- d. Visitors will remain seated during the visitation period, except when operating the vending machines and using the restroom. At the Low, inmates and visitors may walk together, utilizing the sidewalks. At no time are inmates and visitors allowed to stop and talk with other inmates or their visitors during the walk.

16. **INMATE PROCESSING**: Medium and Low inmates will be visually searched and screened with a metal detector upon entering and exiting the visiting room. Every article of clothing will be searched. Visual searches will be conducted by a staff member of the same sex as the inmate. Camp inmates will be randomly pat and/or visually searched. Inmates are required to wear khaki shirts and trousers, a T-shirt, underwear, and socks during visits. Only Low and camp inmates are permitted to wear a coat to the visiting room. An approved shoe will be provided for inmates to wear during visits at the Medium and Low. Camp inmates entering the visiting room are required to wear green shirts and trousers, a T-shirt, underwear, socks, and shoes during visits.

- One handkerchief, one wedding band (no stones), eyeglasses, approved religious headgear and medallion, a comb, and photo tickets are the only articles allowed into the visiting room,

no exceptions.

- Institution issued clothing and approved shoes are authorized in the visiting room. Inmates are not permitted to wear purchased personal clothing items into the visiting room.

Inmates will report to the Visiting Room Officer only after they have been called. They may greet visitors in the visiting room after identification, check-in, and clearance from the Visiting Room Officer. Every inmate is required to submit their inmate identification card to the Visiting Room Officer. The ID will be maintained throughout the visit by the Visiting Room Officer for accountability purposes and will be returned to the respective inmate when the visit has been completed. If an inmate reports for a visit and is unable to produce his ID card as the result of loss or other explainable reasons, the Visiting Room Officer will obtain a picture card for positive identification.

The assigned Officer-In-Charge of the visiting room will maintain a record for point computation on a monthly basis.

Inmates will remain seated throughout the visit, except when needing to utilize the restroom.

17. **VISITS FOR PERSON NOT IN GENERAL POPULATION:**

- a. Hospital Patients: There will be no visits at any local hospital, unless previously approved by the Warden.
- b. Administrative Detention/Disciplinary Segregation: Inmates housed in SHU at FCC Lompoc - Medium will normally be permitted to visit, unless on a visiting restriction. These visits will be conducted inside the visiting room near the officer's station. The inmate will be under direct supervision of the Visiting Room Officers at all times. If there is an inmate(s) separated from other inmate(s) currently in the visiting room, the hours will be divided among the inmates to ensure they do not come in contact with one another. When it has been determined the inmate should not be in contact with general population inmates, special arrangements will be made through the Captain. SHU inmates will be limited to one (1) hour of visiting per day. No more than two (2) SHU inmates will be allowed in the Visiting Room at one time.

18. **HOLDOVER VISITING PROCEDURES:** Inmates on holdover status may visit immediate family members only. Holdover visiting lists will be limited to only those individuals whose identity and relationship can be verified through available documentation.

19. **TERMINATION OF VISITING:** The IDO, in consultation with the Operations Lieutenant, has the authority to prohibit or terminate any visit for reasons of improper conduct or failure to comply with visiting

regulations on the part of the inmate or the visitor. Only the IDO or Operations Lieutenant are authorized to terminate visits to relieve overcrowding or during an emergency situation. The Visiting Room Officer will advise the Operations Lieutenant when these circumstances exist. The IDO will assume responsibility for notifying visitors of the termination of their visit. Should a visit be terminated due to misconduct of the inmate and/or visitor, a written report will be submitted to the Captain and the appropriate Unit Manager documenting the reason for termination.

20. **ITEMS PERMITTED IN THE VISITING AREA:**

- a. Vending machines are provided in the visiting room for the convenience of those interested in purchasing snacks and beverages.
- b. Visitors are limited to \$20 in U.S. currency (either in quarters, one or five dollar increments) per adult for use of the vending machines. Any money exceeding the \$20 limit will not be allowed in the visiting room. There is no Automatic Teller Machine available on the premises.
- c. One Clear or see-through purses (8 inches or smaller) may be taken into the visiting area; however, they will be inspected by the staff prior to admittance. Any questionable items for the visiting area will be referred to the IDO or Operations Lieutenant.
- d. Only a reasonable amount of prescription medication, in its original container, necessary for the immediate preservation of life of a visitor (i.e., asthma sprayer and nitroglycerin) will be allowed in the visiting room. Such medications will be dropped off at the visiting officer's station and returned at the end of the visit.

Visitors with special needs for medications or medical devices shall notify the institution with the return of their visiting application forms, in order to obtain advance approval to retain the medication or medical device.

Any questions regarding the introduction of medication into the institution by a visitor should be referred to the IDO or Operations Lieutenant. A reasonable amount of a medication or an item is defined as quantities needed for the duration of the visit. Unauthorized items in the possession of visitors will be stored in the visitor's vehicle.

- e. Infant care items must be limited for security reasons. Only pre-mixed formula, other liquids, or baby foods, in sealed manufacture original containers, are permitted. Other infant care items will be limited to nursing bottles (empty) (total

of 2), six (6) diapers, wet wipes (in sealed, clear factory container or clear plastic bag), one change of clothing, and two (2) baby blankets (no larger than 2' x 3'). Not permitted items are powders, creams, ointments, bowls, cups, etc. Additionally, no baby carriers or strollers will be permitted.

Mothers who breast feed must have a small blanket or other type of covering to ensure the breast is not exposed during nursing of infants.

No other items are allowed in the visiting room unless authorized by the IDO or the Operations Lieutenant.

21. **VISITOR LOCKERS**: A limited number of lockers are available for visitors who arrived, via public transportation or were dropped off, to utilize in the front lobby area. A locker key may be obtained from the Lobby Officer during processing.

The Lobby Officer will ensure the visitor returns the locker key prior to departing the institution. At the conclusion of visiting, the Lobby Officer will inspect all visitor lockers for contraband. Cell phones, pagers, or other electronic devices will not be allowed to be secured in the lockers. Any items left inside the lockers after the conclusion of visiting hours will be considered contraband and subject to confiscation.

NOTE: At no time will the Lobby Officer possess the locker key when visitor's personal items are stored inside. At no time will the Lobby Officer be accountable for any property belonging to a visitor.

22. **MONEY**: No money, checks, money orders, etc., will be accepted from a visitor for deposit into an inmate's account. Inmates are not authorized to handle or be in possession of money (bills or coins).

23. **CLOTHING**: Clothing regulations apply to all visitors, regardless of age. Questions pertaining to a visitor's attire are to be referred to the Operations Lieutenant or the IDO who will make the decision to permit or to deny the visit. Visitors are expected to use good taste in their dress. Persons who arrive immodestly and/or provocatively dressed may be denied the privilege of visiting.

Watches, open toed shoes, see-through clothing, tight pants, tight or revealing shirts or blouses, halter or sleeveless shirts, hoodies, athletic pants or jogging shorts are not allowed. However, knee length Bermuda-type shorts are permitted. No slitted skirts or dresses that come above the knee more than three inches will be permitted. Female visitors must wear undergarments (bra). Visitors will not be allowed to wear plain white T-shirts as their only shirt. Shoes must be worn at all times. The wearing of any type of club, gang, or other organization symbols is strictly prohibited. Any type of khaki colored clothing or gray sweat pants or shirts are also

prohibited. The wearing of prohibited clothing items under coats or jackets is also prohibited. No professional sport's team related items or clothing will be permitted inside the visiting room.

24. **VEHICLES**: All visitors' vehicles will be parked in the assigned Visitor's Parking Lot area. Designated "Accessible Parking" spaces will be clearly marked. Vehicles will be locked and windows closed. Visitors and/or unapproved visitors are not permitted to wait in their vehicles in the parking lot during visiting hours. Vehicles may not contain prohibited items, such as firearms, ammunition, explosives, illegal drugs/narcotics, or alcoholic beverages. Animals of any type will not be permitted to remain in visitors' vehicles. All visitors will register their vehicles, including make, model, and license number with the Lobby Officer. This will be indicated on the Notification to Visitor form. Any visitor providing false information may be denied entrance into the institution. All vehicles are subject to search.

Any visitor vehicle discovered in staff parking will result in cancellation of the visit, up to suspension of visiting privileges.

At no time will a visitor's vehicle be allowed to remain in the parking lot after visiting has concluded for the day, to include vehicles having mechanical issues where the vehicle will not start or move. It is the responsibility of the visitor to make arrangements for the vehicle to be removed from the prison property. Any visitor vehicle left unattended or abandoned in the parking lot after visiting has concluded will be removed at the owner's expense.

25. **TRANSPORTATION**: Transportation instructions and directions will be made available to inmates during the Admission and Orientation process, so they may relay the information to their prospective visitor. If a visitor is dropped off at the institution, they are not to arrive before 8:15 a.m., as no waiting in the front lobby or loitering on the premises is allowed.
26. **VIOLATIONS**: Repeated or continuous violations of visiting rules and regulations by both inmates and their visitors will be documented by memorandum to the inmate's Unit Manager, with copies to the appropriate Associate Warden and the Captain. Violations may result in suspension or loss of visiting privileges.
27. **INMATE ACCOUNTABILITY**: For inmate accountability purposes, staff will identify the inmate's entrance into the visiting room using the Inmate Identification Card. The officer will be responsible for documenting any physical changes in appearance of inmates and will ensure that proper paperwork is completed for a new Inmate Identification Card. Generally, if a new card is needed, all inmate photo cards will be updated to reflect the change.
28. **CHILDREN**: Children 16 years of age and older must provide a valid

Government issued photo identification card. Children will be permitted to maintain close contact with the inmate being visited provided this contact does not compromise institution security.

29. OFFICE OF PRIMARY INTEREST: Correctional Services.

APPROVED:



Jack Fox, Warden

Attachment 1

VISITING RULES AND REGULATIONS

The following information is provided to you, the visitor, to assist you in having a pleasant and uneventful visit while at the Federal Correctional Complex, (FCC) Lompoc, California.

Address:

FCC Lompoc, is located on Santa Lucia Road, Lompoc, California. The following are the addresses and phone numbers for the Medium, Low, and Camps (SPC).

The FCC, Medium and Satellite Federal Prison Camp (SPC), are located at 3901 Klein Blvd, Lompoc, CA 93436. (805)735-2771

The FCC, Low is located at 3600 Guard Road, Lompoc, CA 93436. (805)736-4154

Directions:

The complex is located 5 miles northwest from the city of Lompoc. Driving from Lompoc, go west on Ocean Avenue (Route 246), turn right on Floradale Avenue, which becomes Santa Lucia Road. Proceed north approximately 3 miles through the traffic light across the bridge and around the bend. The Complex will be on the left side of the road. The FCC, Low will be the first of the three facilities to your left. Less than a quarter mile, Klein Boulevard will be to your left, turn on it and follow the road. The Camp will be to your left and the Medium will be to your right.

Local Transportation:

- Taxi service is available from Lompoc Taxi: (805) 736-3636
- Bus service is available from Greyhound Lines: (805) 925-8841
- Train service is available from AMTRAK: (800) 872-7245

Days and Hours of visitation:

Visiting hours for the Complex (Medium and Low) are from 8:30 a.m. - 3:00 p.m., Saturdays, Sundays, and Federal holidays; and visiting hours for the Satellite Camps are 8:30 a.m. - 3:00 p.m., Saturdays, Sundays, and Federal holidays. No visitors will be processed in through the front entrance areas of either institution prior to 8:30 a.m. and after 2:00 p.m. Special Housing Unit (SHU) inmate visiting hours are from 8:30 a.m. to 2:30 p.m., at the Medium. SHU inmate visitors will not be processed after 1:30 p.m.

Limitations based on the point system are necessary to avoid overcrowding in the visiting area. You should arrive no earlier than 10 minutes before visiting begins as there is no waiting area. A maximum of 4 persons, to include children under the age of 16, are permitted to visit an inmate at one time.

Entrance Requirements:

All visitors will be screened through the Front Lobby before being allowed entrance into the institution. Visitors must clear a walk-through metal detector. All visitors are subject to being pat searched or screened with the Ion spectrometry device as part of the entrance procedures. Any visitor, who refuses any part of the screening process, will not be allowed entrance into the institution, for a period of 48 hours.

Dress Code:

Clothing regulations apply to all visitors, regardless of age. Visitors are expected to use good taste in their dress. Persons who arrive immodestly and/or provocatively dressed may be denied the privilege of visiting. Watches, open toed shoes, see through clothing, tight pants, tight or revealing shirt/blouse, athletic pants, Hoodies, or jogging shorts are not allowed. However, knee length Bermuda type shorts are permitted. No slitted skirts or dresses that come above the bend of the knee will be permitted. The wearing of halter or sleeveless shirts or any type of form fitting clothing by female visitors is prohibited. Female visitors must wear undergarments (bra). Visitors will not be allowed to wear plain white T-shirts as their only shirt. Shoes must be worn at all times. The wearing of any type of club, gang, or other organization symbols is strictly prohibited. Any type of Khaki colored clothing is also prohibited. The wearing of prohibited clothing items under coats or jackets is also prohibited. No professional sport's team related items or clothing will be permitted inside the Visiting Room.

Identification Requirements:

All visitors, with the exception of children under 16 years, must display valid photo identification (state issued driver's license, Gov. Issued photo identification, and passport w/VISA, I94 Form) before being permitted into the institution. **Border Crossing Cards and Mexican consular identification cards (matricular consular cards) are not a valid form of identification.** If a visitor does not present proper identification with a photograph, the visitor will not be allowed to visit.

Authorized Items in Visiting:

Visitors are prohibited from giving to, or receiving anything from, an inmate without approval from the Warden. To introduce contraband into the

institution is a violation of Federal law. 18 U.S.C. 1791, which provides a penalty of imprisonment for not more than twenty years, a fine, or both for providing or attempting to provide to an inmate anything whatsoever without the knowledge and consent of the Warden. A person may not use either a camera or recording equipment on institution grounds without the written consent of the Warden (18 U.S.C. 4042).

Visitors may purchase food and beverages from vending machines located in the visiting area. These items must be consumed by the inmate and visitor during the visit. However, any food items may not be shared between the inmate and visitor. The inmate may take nothing back to his quarters. The visitor may bring only the following items into the visiting area: a clear plastic change purse or bag (8 inches or less); \$20.00; wear a reasonable amount of jewelry; a clear plastic diaper bag with a reasonable amount of baby food, baby clothes and baby bottles; a reasonable amount medication necessary for the immediate preservation of life of a visitor (i.e., asthma sprayer, nitroglycerin, etc.). No Baby powder, lotions or ointments are authorized. A reasonable amount of an item is defined as quantities needed for the duration of the visit. Visitors with special needs for medications or medical devices shall notify the institution with the return of their visiting application forms, in order to obtain advance approval to retain the medication or medical device. Visitors using assistance devices will be provided reasonable accommodation to comply with all security measures. They may be screened using alternative security devices, including use of a hand-held metal detector.

Rules for Children:

Visitors under 16 years of age must be accompanied by a responsible adult, who is also on the approved visiting list. Children must be the son, daughter, brother, or sister of the visitor or inmate. Visitors will be responsible for keeping their children in their company and under control within the bounds of the visiting area.

Special Visit Requirements:

Special circumstances, such as distance the visitor must travel, frequency of the inmate's visits, or health problems of the inmate or visitor, may be considered when approving special visits.

Visiting Room Conduct:

Appropriate embracing, kissing, and handshaking by immediate family members will be permitted within the bounds of good taste at the beginning and termination of the visiting period only. Inmates will not be permitted to sign, exchange papers or accept any items of value during the visit.

Parking:

No parking is allowed on the roadway leading to the institution or on the entrances to housing areas. Visitors at the Medium must stop at the posted "STOP" sign prior to entering the parking area. Visitors will be addressed and then directed to the left side parking lot where visiting parking is located. Visitors for the LOW, parking is located to the left side upon entering the main entry. Designated "Accessible Parking" spaces will be clearly marked. During the visiting hours, no occupants or animals may remain in parked cars. Non-visitors must leave the institution grounds and may return to pick up the visitors at a prearranged time. Visitors are not authorized to be on government property prior to 8:00 a.m., or after visitation periods have ended.

Any visitor vehicle discovered in staff parking will result in cancellation of the visit, up to suspension of visiting privileges.

At no time will a visitor's vehicle be allowed to remain in the parking lot after visiting has concluded for the day, to include vehicles having mechanical issues where the vehicle will not start or move. It is the responsibility of the visitor to make arrangements for the vehicle to be removed from the prison property. Any visitor vehicle left unattended or abandoned in the parking lot after visiting has concluded will be removed at the owner's expense.

Legal visits:

Legal visits are scheduled through the inmate's unit team. Recording equipment for legal visits must be authorized by the Warden. During visitation, inmates will not be authorized to depart the visiting room with any legal material. All legal material will be mailed to the inmate marked as legal mail.

Attachment 2

FCC LOMPOC VISITOR INFORMATION

**U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS**

Dear Visitor:

In order to be able to facilitate your visit, please provide the following information. Your cooperation is appreciated.

1. Name of Visitor: _____

2. Name of Inmate: _____

3. Do you require that any medications remain with you during a visit to this institution?

Please circle: YES NO

4. If so, please identify these medications: _____

5. Do you require any medical or assistance devices (such as wheelchairs, walkers, etc.) remain with you during a visit to this institution?

Please circle: YES NO

6. If so, please identify these devices: _____

7. Do you require an Accessible Parking location?

Please circle: YES NO

Attachment 3

FCC LOMPOC INFORMACION DEL VISITANTE

**U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS**

Estimado Visitante:

En orden para facilitar su visita, favor de proveer la siguiente informacion, se agradece su cooperacion.

1. Nombre de Visitante: _____

2. Nombre de Recluso: _____

3. Require que algunos medicamentos se queden con usted durante su visita a esta Institucion?

Favor De circular: SI NO

4. Si respondio SI, favor de identificar cuales son los medicamentos: _____

5. Require usted algun aparato Medico para ayudarle. (Como una silla de ruedas) Durante su visita a esta Institucion?

Favor de Circular: SI NO

6. Si respondio Si, Favor de identificar el aparato medico: _____

7. Require estacionamiento accessible?

Favor de Circular SI NO

