



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Complex
Pollock, Louisiana 71467

Institution Temporary Social Visitation Plan

OPI: Command Center
Number: POX-001
Date: September 23, 2020
SUBJECT: Temporary Social
Visiting Plan

1. **PURPOSE AND SCOPE:** The purpose of this Complex Supplement is to establish local procedures for inmate visiting under COVID-19 protocols at the Federal Correctional Complex, Pollock, Louisiana.
2. **Cleaning/Screening Procedures/PPE:** Staff have been trained and will screen visitors and take temperature checks upon entry into the facility. Visitors who are sick or symptomatic will not be allowed to visit. **Each visitor must wear a CDC approved solid colored plain ear-loop surgical style mask during their visit.** No graphics, writings, or logos will be authorized. Other style face coverings, such as neck gaiters or bandanas, will not be authorized. Visitor masks will be examined and vetted before their visit. If a visitor cannot wear a mask for any reason, to include age or medical conditions, they will not be permitted to visit. The front lobbies and visiting rooms will have a handwashing station for inmates, visitors, and staff to sanitize their hands before, during, and after visits. Ample PPE will be located in the visiting room and screening site for processing visitors. All three (3) institutions' front lobbies and screening areas have been marked to maintain social distancing. Orderlies will be assigned to the visiting room to disinfect high-touch surfaces between each visit. Disinfecting of the lobbies and sallyport areas will occur between visiting groups by trained orderlies.

3. USP Visiting Room Capacity and Procedures: The USP will have 12 visiting stations with four (4) being non-contact. Visiting stations will be 6+ feet apart to maintain social distancing. The floor will be marked for proper distancing. Visiting will be conducted as a cohort to limit exposure. All visitors will be escorted out safely and securely. Only five (5) visitors at a time will be identified in or out of the institution for visiting. Visitors will maintain social distancing in the sallyports and while being escorted in and out of the visiting room. Each inmate will have no more than **three (3)** total visitors (adults and children).

USP Visiting Days: Inmates will be allowed to visit on Saturday and Sunday from 8:00 a.m. to 3:00 p.m.

USP Unit Rotation:

A Unit - One weekend per month (Saturday and Sunday)

B Unit - One weekend per month (Saturday and Sunday)

C Unit - One weekend per month (Saturday and Sunday)

SHU - One weekend per month (Saturday and Sunday)

Inmates are responsible for informing visitors of when they can visit. Visitors are also encouraged to call the institution prior to their visit to confirm proper rotation.

4. FCI Visiting Room Capacity and Procedures: The FCI will have 15 visiting stations with one (1) being non-contact. Visiting stations will be 6+ feet apart to maintain social distancing, and the floor will be marked for proper distancing. Visiting will be conducted as a cohort to limit exposure. All visitors will be escorted out safely and securely. Only five (5) visitors at a time will be identified in or out of the institution for visiting. Visitors will maintain social distancing in the sallyports and while being escorted in and out of the visiting room. Each inmate will have no more than **three (3)** total visitors (adults and children).

FCI Visiting Days: Inmates will be allowed to visit on Saturday and Sunday from 8:00 a.m. to 3:00 p.m.

FCI Unit Rotation:

D Unit - One weekend per month (Saturday and Sunday)

E Unit - One weekend per month (Saturday and Sunday)

F Unit - One weekend per month (Saturday and Sunday)

SHU - One weekend per month (Saturday and Sunday)

Inmates are responsible for informing visitors of when they can visit. Visitors are also encouraged to call the institution prior to their visit to confirm rotation.

5. **Satellite Prison Camp Room Capacity and Procedures:** The SPC will accommodate six (6) visiting stations, 6+ feet apart, to maintain social distancing. The floor will be marked for proper distancing. Visiting will be conducted as a cohort from one dorm to limit exposure. Each inmate will have no more than **three (3)** total visitors (adults and children).

Satellite Camp Visiting Days: Inmates will be allowed to visit on Saturday and Sunday from 8:00 a.m. to 3:00 p.m.

SCP Unit Rotation:

Dorm 1 - Every other weekend (Saturday and Sunday)

Dorm 2 - Every other weekend (Saturday and Sunday)

Inmates are responsible for informing visitors of when they can visit. Visitors are also encouraged to call the institution prior to their visit to confirm rotation.

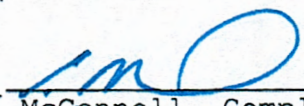
6. **Special Housing Visitation:** Special Housing Unit inmates will be allowed non-contact visiting, if applicable. Refer to the USP & FCI rotation schedules.
7. **Inmate Responsibilities and Expectations:** Inmates must wear their issued face coverings at all times. No graphics, writings, or logos will be authorized. Other style face coverings, such as neck gaiters or bandanas, will not be authorized. There will be no physical contact of any kind,

to include embracing at the beginning and end of the visit. No photographs will be taken based on the inability to maintain social distancing. Inmates in quarantine or isolation will not participate in social visiting. Inmates are responsible for informing visitors of when they can visit. Visits will be limited to a minimum of one (1) hour, two (2) hours maximum, depending on seating.

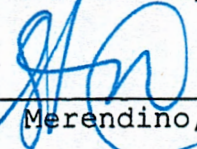
8. Visitor Expectations: There will be no physical contact, to include embracing at the beginning and end of the visit. Visitors must wear their approved mask during the entire visit. No photographs will be taken based on the inability to maintain social distancing. Visits will be limited to a minimum of one (1) hour, two (2) hours maximum, depending on seating. The children's room will be closed, and children are expected to remain seated with their parent/guardian during the entire visit.

9. Vending and Personal Belongings: Vending machines and water fountains will not be in-service. Food and beverages will not be allowed, excluding baby formula/food. The Front Lobby Officer and Visiting Room Escort Officer will have an adequate PPE supply to include gloves and masks while escorting and handling any visitor property.

Approved by:



C. McConnell, Complex Warden



S. Merendino, Warden

CC: POX/Warden
POX/Associate Wardens
POX/Department Heads