



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

# Complex Supplement Statement

OPI: Correctional Services  
NUMBER: LOX 5267.09d  
DATE: July 16, 2025  
SUBJECT: Visiting Regulations

1. **PURPOSE AND SCOPE:** To implement visiting regulations with specific rules and procedures governing inmates 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  - a. Directives Rescinded: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, 5267.09D, Visiting Regulations, dated December 16, 2022.
  - b. Directives Referenced:

Program Statement 5267.09 CN-1, Visiting Regulations, dated August 1, 2023.

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

Program Statement 5522.02, Ion Spectrometry Device Program, dated April 1, 2015.
3. **STANDARDS REFERENCED:**

American Correctional Association 5<sup>th</sup> Edition Standards for Adult Correctional Institutions: 5-4156, 5-4267, 5-4498, 5-4499, 5-

4500, 5-4501, 5-4503, and 5-4504.

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 FCC Lompoc FCI I, FCI II and Camps are from 8:30 a.m. to 3:00 p.m., Saturdays, Sundays, and Federal Holidays.

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 staging 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.

Any deviation from the visiting schedule will be posted via bulletin board to the inmates. BOP.GOV, FCC Lompoc website will be updated if any deviation from the visitation schedule occurs.

6. **SPECIAL HOUSING UNIT (SHU) INMATE'S:**

- a. Ordinarily, an inmate retains visiting privileges while in detention or segregation status. Visiting may be restricted or disallowed, when an inmate, while in detention or segregation status, is charged with or has been found to have committed a prohibited act having to do with visiting guidelines; or has otherwise acted in a way that would reasonably indicated that he or she would be a threat to the orderliness or security of the Visiting Room. However, all social visits for inmates housed in the Special Housing Unit (SHU) will occur in the non-contact video room, located at the South Camp Visiting Room.

The following procedures will be utilized for these visits:

When an approved visitor for a SHU inmate arrives at the South

Camp Visiting Room, the Visiting Officer will notify the Operations Lieutenant and the SHU Staff.

SHU staff will then notify inmate's in the unit when they have visitors. Inmate's will be advised that social visits are non-contact, will be conducted via live video monitors, and will be no longer than one hour in duration. A timer will be utilized to assist in monitoring the duration of an inmate's visit. An inmate may refuse to participate in the visit. If an inmate refuses to participate in the visit, SHU staff will contact the South Camp Visiting Room Officer, who will then advise the visitor(s) of the inmate's refusal to participate. Visitor(s) will then leave the premises.

Inmates choosing to participate in the video visits must be fully dressed in a T-shirt, institutional jumpsuit, and approved shoes. They will be restrained with hand-restraints and will be escorted to the SHU non-contact Visiting Room. The inmate may be unrestrained once he is secured in the SHU non-contact Visiting Room. SHU staff will then contact the South Camp Visiting Room Officer, who will instruct waiting visitor(s) to enter the non-contact visiting area. Once the inmate and the visitor(s) are in position, SHU staff will turn the timer to one hour and advise the inmate to pick up the receiver to initiate the visit.

SHU staff will be responsible for providing intermittent supervision of inmates in the non-contact Visiting Room. Visiting Room staff will be responsible for providing intermittent supervision of visitors in the non-contact visiting area. Staff will be alert for inmate attempts to damage the visiting equipment. Staff will also be alert for attempts at indecent exposure and/or any misconduct. Any unauthorized behavior will be documented in incident reports and will result in immediate termination of the visit.

b. The following procedures regarding non-contact visits will be posted in the South Camp Visiting Room:

Visits for inmates housed in SHU will be conducted via live video monitors. A telephone receiver is provided to allow verbal communication. An inmate may refuse to participate in the visit. If an inmate refuses to participate in the visit, SHU staff will contact the South Camp Visiting Room Officer, who will then advise visitors of the inmate's refusal to participate. Visitors will then leave the premises. Visits

will be one hour in duration. Visitors will be subject to the same security screening as visitors participating in contact visits and will be limited to a total of four persons (including children) per group. Once screening is completed, visitors will be allowed to proceed to the Visiting Room, where they will be seated.

If visitors for more than one inmate housed in SHU arrive at the same time, they will be processed in the order of their arrival. After the first visitor group is processed, other visitors will be advised that they will not be allowed to enter the Visiting Room until the preceding visit is completed and the visitors have departed the Visiting Room. The South Camp Visiting Room 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 screened until immediately prior to entering Visiting Room. This will allow them to depart the area and return at a time approximate to their visit. When the non-contact Visiting Room is clear, the South Camp Visiting Room Officer will conduct all security screening for the next group of visitors.

Inmates and visitors are advised that all audio/video portions of non-contact visits will be recorded and subject to monitoring by staff. In the event the non-contact visiting equipment is damaged, or out of service, visits will be moved to normal visiting procedures at the FCI II.

7. **LEGAL VISITS:**

Legal visits are scheduled through the inmate's Unit Team, and are normally conducted Monday through Friday between 8:00 a.m. to 3:00 p.m. Prior to the legal visit, Unit Team will prepare an entrance memorandum and ensure it is distributed 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 the 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.

8. **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 (FCI I)/Visiting Room Officers (FCI II). Visitors will be escorted out of the Visiting Room five adults at a time, not to include children.

9. **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.

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 six (6) points per calendar month. On Saturdays, Sundays, (excluding) 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 their approved visiting list; and will not be allowed to visit with visitors approved on 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 (FCI I)/ Visit #1 Officer (FCI II) and be returned to the visitor upon departure, after positive identification is made.

10. **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:

<b><u>Valid forms of identification</u></b>	<b><u>Invalid forms of identification</u></b>
REALID U.S State or Government issued photo ID. I.D. must include the compliant marking.	Passport without proper United States Visa stamp
Passport with United States Visa stamp or I94 Form with signatures.	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 passport does not have a US Visa stamp visible, a I-94 form may be acceptable means of identifying the visitor. Certain countries do not stamp passports, they give a form (I-94), such as Mexico. Visitors must provide proof they have entered the

United States legally. 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.

11. **ACCEPTABLE IDENTIFICATION:**

a. To assist visitors, an 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. Attachment 1 is only an abbreviated version of the Program Statement and Complex Supplement regarding visiting and is used for informational purposes only.

b. 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.

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.

c. Should a visitor fail the metal detector screening, entry into the institution will be denied.

d. Visitors using medical assistance devices, with written documentation from their health care provider, 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. Officer discretion will be used when screening visitors using alternative security devices, including the use of a hand-held metal detector.

e. Visitor identification is maintained by the Control Center Officer (FCI I) and the Visiting #1 Officer (FCI II). 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 (FCI I) and the Visiting Escorting Room Officer (FCI II) will verify the black-light hand stamp prior to the visitor's entrance into and departure from the facility.

- f. 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.
- g. Visitors 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 frame of 48 hours.

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

- h. 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.
- i. 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.
- j. Staff will verify the identity of each visitor through a valid State driver's license, Government issued photo identification, etc., prior to admission into 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 photo identification.



12. **VISITOR PROCESSING:**

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 10 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 their 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 and the Front Entrance. Such copies will be utilized if the computerized Visiting Program fails. A three-ring binder has been placed in the Front Lobbies, with copies of inmates visiting lists. At a minimum, Unit Team will update/ check inmates visiting list every 30 days. The Unit Counselor will provide the inmate with written material pertaining to visiting procedures during intake screening.

The Unit Team will evaluate all inmates on their caseload, and all incoming inmates, to determine if they have an inmate who has been convicted of a sex offense involving a minor (WA CONV). Any inmate fitting this criteria will have the following annotation placed in the visiting program under the comments section: "this inmate was convicted of a sex offense involving a minor." Any inmate identified as having a Walsh Act assignment will have his visits closely monitored. Inmates meeting this criteria will be required to sit directly in front of the officers station when visiting with approved visitors.

At no time should a visitor be prohibited from visiting an inmate due to a visitor's use of sanitary (i.e. feminine hygiene)

products.

13. **DISAPPROVED PROPOSED VISITORS:**

Each proposed visitor with a prior criminal conviction will be reviewed by the Unit Manager for approval. 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 the determination be made that 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,

14. **PRIOR RELATIONSHIP:**

Exceptions to the prior relationship rule may be made, particularly for inmates without other visitors, when it is shown that the proposed visitor is reliable and poses no threat to the security or good order of the institution. The inmate must have known the proposed visitor(s) prior to incarceration. The Unit Manager will forward all exceptions for this requirement to the Warden for approval.

15. **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 number 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.**

16. **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. An inmate may only have one minister of record on their visiting list at a time. The addition of the minister of record will not count against the total number of authorized regular visitors an inmate is allowed to have on their visiting list and will not count against the total number of social visits allowed. Visits from Clergy (other than the minister of record) will be in accordance with the general visitors procedures and will count against the total number of regular visits allowed.

17. **PRISONER VISITATION AND SUPPORT:**

Inmates are authorized visits by representatives of the national program Prisoner Visitation and Support (PVS). Approved PVS visitors do not have to be on the inmate's approved visiting list.

PVS is a valuable volunteer program. The focus of PVS has always been to visit and provide moral support to inmates who do not ordinarily receive visits from family and friends. Through this program, inmates who are otherwise alienated from the community, have the opportunity to develop healthy relationships and benefit from interaction with PVS volunteers.

PVS volunteers at FCC Lompoc are allowed to come to the front of the visiting line to be processed into the institution. They are allowed to carry a pad of paper and a writing instrument into the Visiting Room. They will be processed in as volunteers. Their visits are not to be charged against the inmate's social visit points. All PVS visits will be conducted during normal visiting

hours. PVS visitors are expected to adhere to the institution dress code and visiting policy.

18. **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.
- c. Inmates are not permitted to take any items into the Visiting Room except: eyeglasses, religious medal, approved religious headgear, and one wedding band. All personal property items must be declared by the inmate when reporting for their visit. Only those items declared will be permitted for retention upon conclusion of the visit.

- d. 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 Associate Warden.
- e. Visitors will remain seated during the visitation period, except when operating the vending machines and using the restroom. At the FCI I, 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.

19. **INMATE PROCESSING:**

FCI I and FCI II 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. FCI I and FCI II inmates will be required to wear issued clothing provided for visiting only, which will be returned upon the completion of the visit. 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 FCI I 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 FCI I and FCI II. Camp inmates entering the Visiting Room are required to wear green shirts and trousers, a T-shirt, underwear, socks, and shoes during visits.

- One wedding band (no stones), eyeglasses, approved religious headgear, medallion, and photo tickets are the only articles allowed into the Visiting Room, no exceptions.
- Inmates are not permitted to wear purchased personal clothing items or personal issued institutional clothing 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 their 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.

20. **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 - FCI II will normally be permitted to visit, unless on a visiting restriction. All social visits for inmates housed in the Special Housing Unit (SHU) will occur in the non-contact video room located in the South Camp Visiting Room. When an approved visitor for a SHU inmate arrives at the South Camp Visiting Room, the Visiting Officer will notify the Operations Lieutenant, and the SHU Staff. SHU staff will then notify inmates in the unit when they have visitors. Inmates will be advised that social visits are non-contact and will be conducted via live video monitors and will be no longer than one hour in duration. A timer will be monitored to assist in monitoring the duration of an inmate's visit. An inmate may refuse to participate in the visit. If an inmate refuses to participate in the visit, SHU staff will contact the South Camp Visiting Room Officer, who will then advise the visitor(s) of the inmate's refusal to participate. Visitor(s) will then leave the premises.

21. **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. Inmate holdovers will be on the same schedule as the Complex. Visiting hours for FCC Lompoc FCI I, FCI II and Camps are from 8:30 a.m. to 3:00 p.m., Saturdays, Sundays, and Federal Holidays.

22. **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. Legal visits, special visits, or regular visits may be cancelled due to an emergency situation. Operations Lieutenant in conjunction with the IDO, are the only staff that are authorized to cancel visiting during an emergency situation. Depending on the emergency situation, all visits can resume, once deemed over and secure by the Operations Lieutenant.

23. **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. Debit/Credit cards are the only acceptable means of payment for the vending machines.
- 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 inhaler 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 visitors' vehicle.

- e. Therapy dogs/ Seeing eye dogs are authorized at the Complex. All dogs must have a valid California certification. Handlers are authorized to bring in four (4) clear dog waste bags. No other colors are permitted in the visiting rooms. Camp South designated area for dog waste will be to the right of the entrance door, just past the concrete. FCI 1 designated area for dog waste will be the right-hand corner of grass/concrete, as you are looking out the visiting room. FCI II designated area will be in front of the administrative building to the left of the building. This will ensure supervision by Tower 1. FCI II Visiting #2 Officer must escort the handler and dog to this area and maintain consistent supervision. All dog waste must be tied and dispensed inside of an outside trash can.
- f. 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 (3/4 Full-Liquids only) (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 have the option of using a small blanket or other type of covering to ensure the breast is not exposed during nursing of infants The following options are also available: Camp South visiting breast feeding area will be the video conference area, if not being used for SHU inmates. Secondary area will be in their vehicle. FCI I breast feeding area will be in the legal cubicle area, in the



corner of the visiting room. FCI II breast feeding area will be just outside the children play area and a privacy screen will be provided at the visitor's request.

No other items are allowed in the Visiting Room unless authorized by the IDO or the Operations Lieutenant.

24. **TERMINATION OF VISITING:**

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

25. **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).

26. **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, sunglasses, hats, scarfs, gloves, 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. Skirts with slits or dresses that come above the bend of the knee will not 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 or grey 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.

27. **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 FCC Lompoc property. Any visitor vehicle left unattended or abandoned in the parking lot, after visiting has concluded, will be removed at the owner's expense.

28. **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.

29. **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.

30. **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.

31. **CHILDREN:**

Children 16 years of age and older must provide a valid Government issued photo identification card and be on the inmates approved visitors list. Children will be permitted to maintain close contact with the inmate being visited provided this contact does not compromise institution security. Children 15 years of age and under will remain with the visitor or in the children's area. At no time will children be allowed in the visitor/inmate area unattended or allowed to sit on the floor of the visiting area. **Inmates are not permitted in the children's area.**

32. **OFFICE OF PRIMARY INTEREST:**

Correctional Services.

  
B. Birkholz, Complex Warden

July 17, 2025

Date