Approved ASSOCIATE WARDEN FOR
Renee Baker, Warden

Date NOVEMBER 6, 2013

VISITING RULES AND REGULATIONS

Dear Visitor:

The staff of the Department of Corrections extends our greetings. We are available to assist you and help make your visit as enjoyable as circumstances will permit.

We view your visits as being an important part of our service programs and the inmate's total rehabilitation effort. However, institutional security and the personal safety of all our visitors, inmates, staff and the general public have a greater priority and cannot be compromised by visiting privileges.

In order to maintain the current level of the visiting program and achieve the maximum benefits for all concerned, we ask your cooperation by complying with the following rules and regulations. Violations of the policies and/or rules that are set forth can result in termination and indefinite cancellation of visiting privileges with an inmate, and disciplinary action being taken against the inmate involved in the rule infractions.

PRIOR APRROVAL

Any person who arrives at an institution without prior background check and approval for visiting will not be permitted to visit unless the Warden or designee grants an exception.

All visitors should call at least twenty-four hours in advance of the day they plan to visit an inmate at Ely State Prison to make sure the visiting days are the same. This can be done by telephoning the Ely State Prison Visiting Room at (775) 289-8800, ext. 2217.

SEARCHES

All visitors shall be required to sign a "Consent to Search" form, submit to a routine clothed body search and metal detector inspection, and have their hand stamped prior to admission. Any visitor who refuses to submit to a clothed body search shall not be allowed to visit. The clothed body search will be conducted by an appropriate person of the same sex using standard procedure. The visitor may be required to remove shoes, jackets, etc., but no intimate apparel. All visitors may be fingerprinted.

IDENTIFICATION

Visitors must present proof of identification: **Original or Certified Copy** of State, Federal or Mexican Consulate issued identification (birth certificate for minors), **(no faxes or copies accepted)** and provide other vital information upon request of the institutional official before being permitted visits. Persons without proper identification or who cannot establish identity by other means shall not be permitted visits unless such information is obtained.

CONDUCT OF VISITORS

The visiting center is furnished and maintained in order to make your visit as pleasant as possible. Any deliberate or negligent abuse of these facilities may result **in suspension/termination - indefinitely** of the current and future visits.

Visitors must wear sensible, conservative attire as interpreted by the Visiting Officer. Visitors are not allowed to wear clothing similar to standard inmate issue: i.e., blue denim shirts and/or pants (jeans). Visitors shall be subject to removal from the premises for failure to observe the dress code requirements or otherwise conduct themselves in an acceptable manner. Persons may not enter the prison grounds wearing shorts, midriffs, halter or tank tops, wrap-around skirts, etc., and bare feet are not permitted. Children **ten (10) years of age or under** are not subject to the strict requirements of this section.

At no time while in the visiting room will visitors communicate in any way with any other visitors or inmates other than the inmate they are scheduled to see.

CLOTHING:

- No blue clothing of any kind.
- No shorts to be worn by anyone over the age of ten (10) years, male or female.
- No bare midriffs, or clothing that shows a bare midriff when arms are raised over the head.
- No low-cut blouses, dresses, etc.
- No wrap-around skirts or floor length skirts.
- No mini-skirts or mini-dresses (no more than 2" above the knee).
- No buttons or zippers the total length of the garment on dresses or skirts.
- No sleeveless shirts, dresses, etc.
- No hats or headbands. (Applies to inmate visitors only)
- No slits longer than three inches (3") in skirts/dresses.
- No culottes.
- No sweats or jogging suits.
- No clothing depicting any athletic organization.
- No see-through clothing.
- Undergarments (bras, panties, slips, etc.) will be worn at all times.
- No white T-shirts.

- No spandex-type pants when worn as outer garments: i.e., stirrups, stretch, tight fitting pants.
- Jewelry is allowed in modest amount.
- No shoes with heels more than 2" tall. Shoes must be worn at all times.
- No coats or jackets. Coats and Jackets must be left in the entry foyer in the space provided.

ITEMS

- $40.00 in coins (quarters, dimes, nickels) per adult visitor.
- Life support medication only, and only in amount necessary for duration of visit. Medication will be held by Visiting Room Officer and dispensed as needed.
- No wallets or purses.
- Reasonable amount of **plastic** bottles/clothing for infants **(no "sipee" cups).**
- No toys, teething rings, or strollers.

- One form of positive ID (Original or Certified Copy only) with name, address, and description (State/Federal, or Mexican Consulate issued). Original or Certified Copy of Birth Certificate for minors.
- No food: food items can be purchased in the institution.
- No chewing gum.
- No cosmetics: i.e., lipstick
- No pictures.
- No tobacco products

1. Law prohibits alcoholic beverages. Contraband items such as narcotics, dangerous drugs, firearms and other weapons are prohibited for obvious reasons and possession of such may lead to arrest. Cameras, recording devices, cellular phones, pagers and computer equipment are also prohibited, as well as all tobacco products. Any person under the influence of alcohol or drugs will be denied entry into the institution/facility.

2. As of July 1, 2009 tobacco products are not allowed on NDOC property, which includes the parking lot.

3. Visitors must confine their visit to the area specifically set aside for visiting. Wandering about can result in termination of the visit. The visitor's area must be cleaned prior to completion of their visit.

4. Visitors must conduct themselves in an acceptable manner. The following actions could result in suspension and possible termination of visiting privileges:

    a. Serious or frequent violations of visitation rules.
    b. Failure to govern children to the extent that they become disruptive or destructive or interfere with the visits of others. All children will go home with the visitor who brought them to the institution/facility.
    c. Any inappropriate sexually stimulating activity such as:
        - Prolonged kissing;

- Petting;
- Sitting in laps (adults);
- Laying against, across or on top of one another;
- Close body contact while standing, sitting, or lying on the floor.
- Any other activity deemed unsatisfactory to the Visiting Officer.

d. Sharing chairs or abusive behavior by the inmate or visitor toward staff or other persons in the visiting area.
e. Presence in an off-limits area.
f. Defacing furniture, walls, or any other fixture.
g. Vulgar, abusive or offensive language or actions is not permitted.

5. Visitors who have registered for visiting may not return to their locker or car during their visit. Only one visit per day is permitted.

6. Visitors may not talk or pass any item through the fences to inmates.

7. Vehicles must be parked in designated visitor parking area. Authorized handicap parking is available. No animals or children will be left unattended in vehicles.

8. Any change of address **or name** must be reported upon subsequent visit **and supporting documents shown**.

9. Visitors who fail to abide by the visiting rules and regulations may be refused admission to the prison and/or may be removed from the visiting list by the Warden/designee. Such action will be set forth in a written statement to the visitor and the inmate, and will indicate the reason for such action. Inmates aggrieved by such action may appeal through the remedy procedure.

10. Facilities are provided in the visitor's restrooms for changing of diapers and diapers may only be changed in this area.