

6-14/050.00 Visiting

Due to differences in the physical layouts and work programs among station jails, the need for visiting rules and regulations for inmate workers may vary from one station to another. Where possible, the visiting rules shall be standardized to prevent unfair application. Unit commanders shall prepare visiting regulations in compliance with CDM section [5-10/010.05](#), "Inmate Video Visitation System," CDM section [5-10/010.00](#), "Inmate Visiting," and incorporate the following minimum standards:

SENTENCED INMATES - INMATE WORKERS

AUTHORIZED VISITORS

Authorized visitors are friends and relatives, including the inmate worker's minor children.

- Minors under the age of sixteen (16) shall be accompanied by, and remain under the close supervision of, their parent or verifiable legal guardian. Upon prior request from an inmate, minor children over the age of twelve (12) years and not yet sixteen (16) years may be permitted to visit unaccompanied by an adult with the approval of the unit commander.
- Children under the age of twelve (12) **MUST** be closely supervised by an adult.

Each inmate is allowed up to three visitors at one time; however, this number may change at the discretion of the watch commander.

- The number of visitors will depend on facility constraints.

Persons under the influence of an alcoholic beverage or a controlled substance will not be allowed to visit, and are subject to arrest.

FOOD ITEMS

Visitors may bring food to inmate workers; however, it must be consumed on the day of the visit, excluding reasonable amounts of candy or cookies.

- See station-specific rules for your station's allowable food procedure

VISITING LOCATION

The visiting area shall be designated so as to afford the inmate worker and visitors semi-privacy. At no time shall visiting be permitted behind closed doors, in vehicles, etc.

- See station-specific rules for your station's visiting procedure

VISITING SCHEDULE

Visiting sessions shall not be limited to less than two on any visiting day per week. Unit commanders shall designate at least one visiting day per week, in addition to holidays.

Normal visiting hours shall be between 1000 and 2000 hours. When necessary, the unit commander may set

visiting hours to commence two hours later (1200 hours) or to terminate two hours earlier (1800 hours).

Visiting sessions shall be no less than one hour and not exceed beyond normal visiting hours.

- See station-specific rules for your station's visiting procedure

PHYSICAL CONTACT

Greeting hugs, kisses, and hand-holding are acceptable forms of contact.

Any contact of a more explicit nature will result in the termination of the visit.

PRE-ARRAIGNED INMATES

AUTHORIZED VISITORS

All persons, regardless of age, are permitted to visit via the Inmate Video Visitation System (IVS).

Persons under the influence of an alcoholic beverage or a controlled substance will not be allowed to visit, and are subject to arrest.

FOOD ITEMS

No food item of any kind may be given to a pre-arraigned inmate.

VISITING LOCATION

- See station-specific rules for your station's visiting procedure

VISITING SCHEDULE

A pre-arraigned inmate is entitled to a visit no later than one calendar day following the arrest.

- See station-specific rules for your station's visiting procedure.

CANCELLATION OF VISITS – DOCUMENTING AND REPORTING

Visits may not be cancelled unless a legitimate operational or safety and security concern exists. These may include, but are not limited to:

- When medical clearance for an inmate is not granted
- When an inmate is on a restricted status
- When an inmate is relocated to a temporary or new housing location
- When security conditions of the facility preclude visitation for a temporary period of time
- Any person with the intent of misrepresenting visitor account information
- Any person who is in violation of facility rules and guidelines
- Any person who poses a security or safety threat to the facility, staff, or other visitors may be excluded

from visiting

All cancelled visits shall be documented by visiting staff in the IVS and by station jail staff in the electronic Uniform Daily Activity Log (e-UDAL). Station jail supervisors shall review the entries concerning cancelled visits during their daily e-UDAL audits.

EX-FELONS AND RECENTLY-RELEASED INMATES

A potential visitor who has been recently released from the custody of any Los Angeles County jail facility shall not be denied visiting privileges based solely on their date of release from the County jail.

Potential visitors who have been previously convicted of a felony, confined in any state prison, or who have subsequently been placed on parole following their release from any state prison, shall submit a written request to the applicable unit commander requesting permission to enter the facility. The unit commander shall review the request and, upon determining the person in question has satisfactorily completed their parole and has no other significant issues that would make them a threat to facility security, shall grant approval to visit. The unit commander's written response to the request for visitation shall be provided to the requesting party within 30 days of the date the request was received by the unit commander.

In those cases where visiting privileges are denied, the reason(s) for the decision will be documented, and the requesting party will be informed in writing of those reason(s).
