

Memorandum

Date : March 21, 2008

To : Associate Directors-Adult Institutions
Wardens

Subject : **VISITOR'S CLOTHING**

As a Department, ensuring we are uniform in our decision making relative to visitors having access to the prison and visiting rooms is important. We have conducted surveys over the last year, which have identified the need for guidance to the field. We need to ensure that we are all following the spirit of the intent of the various rules and regulations.

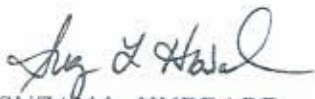
After receiving feedback from you and your staff, it appears that a few prisons do not allow visitors to wear sweatshirts, hoodies, coats or any other garment with a hood attached. As I mentioned in my previous e-mail, this issue is of importance and has been brought to our attention by many visitors and various advocacy groups.

After careful review of California Code of Regulations 3174 (b) (5), discussion with the Associate Directors, and others it is our interpretation that the Warden or their designee has the authority to general exception allowing visitors to wear clothing with head coverings. Staff have the ability to request that a visitor remove the head covering to ensure that they are able to identify the individual and to ensure that there is not security risk to the prison. To ensure uniform application of this regulation I am directing you to ensure that staff are provided guidance via this memorandum to allow visitors to wear these types of hooded garments.

We have developed a Visiting Work Group comprised of various staff representing each of the missions. This work group will review and evaluate current visiting guidelines and other visiting related issues to making recommendations to leadership. When new guidelines are developed or changes made, they will be distributed as well as posted on the CDCR website.

Each Warden is to ensure that the visitor processing areas and visiting room staff are trained and aware of their responsibility to treat members of the public, inmates, and inmate visitors with dignity and respect.

Questions regarding this information should be directed to Velda Dobson-Davis, Associate Warden, at (916) 323-2812.



SUZAN L. HUBBARD
Director
Division of Adult Institutions

cc: Marisela Montes
Scott Kernan