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January 13, 2019

MEMORANDUM
VPC2019-03

TO: ALL CONCERNED

FROM: C.M. Cruz, COII
VPC Officer in Charge

Subject: Unauthorized Attire (UPDATE)

Reference: VISITATION

Be advised of the following **unauthorized attire** for visitors entering the Department of Corrections:

- Blouse/Shirt that is:
 - o Sleeveless, Sheer, Lace, See Thru Material, Camouflage, Hooded, Low-Cut, Doubled shirt, and **Plain White, Orange, Red, Yellow, Purple, or Pink**
- Trousers that are:
 - o Cut off, have holes, have Cargo Pockets, White, Camouflage, Leggings, Spandex, more than 2" above the ankles
- Jackets / Sweaters
- Clothing with any profanity, drug or alcohol paraphernalia, gang or fight club affiliation
- **Clothing that are tight fitting**
- Shorts
- Dresses / Skirts
- Footwear
 - o Steel Toe, Slippers / Zories (Sandals with a strap around the ankle, a heel or wedge not to exceed 2" in height are allowed)
- Jewelry (to include Body Ornaments)
- Hair Accessories (**ONLY** hair tie is authorized)

Any individual wearing the above clothing will not be permitted into the facility for visitation.

Also, the following are guidelines for those entering the facility for visitation.

-Cell phone use is strictly **PROHIBITED** by visitors entering Department of Corrections, as well as Tobacco Products, Fire Apparatus (lighter) and Valuables (Watches, Jewelry, and Currency). Visitors will be asked to secure these items in their vehicle.

-Visitors are subject to search at anytime within the Department of Corrections Facility
-In the interest of safety and security Persons with disability must provide decal upon checking in & only this individual will be transported.

-Visitors are only allowed to bring quarters to the Visitation Area. (1 Visitor=\$15.00; 2 Visitors=\$20.00; 3-5 Visitors=\$25.00) **ANY UNUSED QUARTERS MUST BE TAKEN OUT BY THE VISITOR**

-Diaper bag must be clear and only contain items necessary for the duration of visitation

- Unopened Baby formula and milk must be poured/transferred in front of Processing Officer before proceeding to Visitation Area.
- No JUICE, TEA and BOTTLED WATER allowed.
- No baby carriers and strollers.
- (01-02) Extra diapers and enough wipes to sustain the visitation period.
- If you are nursing, a nursing cover/blanket will be authorized. Likewise, when you need to nurse, inform the Visitation Officer so they will move you to a private area (Prisoner will not be present when Nursing).

-Umbrellas will be allowed during inclement weather

-Parents do not leave your children unattended, Visitors will be asked to secure visitation should disruption occur.

-If you are escorting a minor for visitation & you are not the parent, you must have a written authorization from the custodial parent or guardian (NOT FROM THE PERSON INCARCERATED) EACH TIME. Guardian must provide proof of custody (POWER OF ATTORNEY, ETC.).

-Parents/Escorting Adults: do not leave the Minor/Children unattended to avoid any disruptions during the visitation period or when enroute to and from the visitation area and VPC to avoid any disruptions of any and all operations.

-Valid Identification card (not expired) is required for all persons entering Department of Corrections. Birth Certificate will only be accepted for minors. School ID will be accepted provided it is accompanied with a birth certificate. Acceptable ID(s) are as follows:

- Guam ID
- Passport
- Drivers License
- Firearms ID
- Military ID card
- Birth Certificate (Minors Only)

-Visitors operating a vehicle on the facility MUST provide a valid Drivers License.

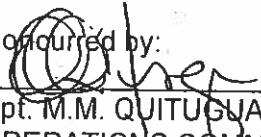
-It is the responsibility of the prisoner to inform their visitors of the schedule, dress code, & rules.

NOTE: if you are feeling ill or have any open wounds or obvious signs of infection. You must provide a medical clearance from a Physician/Doctor. Otherwise you will not be authorized to enter.



COI C.M. CRUZ

Co-signed by:

 01.14.19

Cpt. M.M. QUITUGUA, CFAS / Date
OPERATIONS COMMANDER