



U.S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF PRISONS
Federal Correctional Institution
Ashland, Kentucky

INSTITUTION SUPPLEMENT

OPI: Correctional Services
NUMBER: ASH-5267.09E
DATE: October 12, 2023
SUBJECT: Visiting Regulations

1. **POLICY:**

It is the policy of the Bureau of Prisons and the Federal Correctional Institution (FCI), Ashland, Kentucky, and its satellite Federal Prison Camp (FPC) to encourage visiting by family and community groups to maintain the morale of the individual inmate and develop closer relationships between family members and the community.

2. **PURPOSE:**

The purpose of this Institution Supplement is to provide procedures to locally implement Program Statement 5267.09, Visiting Regulations. It must be read in conjunction with that Program Statement for a full understanding of policy.

3. **CANCELLATION:**

ASH-5267.09B, Visiting Regulations (8/20/18)

4. **REFERENCES:**

PS 5267.09, Visiting Regulations (12/10/15)
PS 1315.07, Inmate Legal Activities (11/5/99)
PS 1480.05, News Media Contacts (9/21/00)
PS 5510.15, Searching, Detaining or Arresting Visitors to Bureau Grounds and Facilities (7/17/13)
PS 5521.06, Searches of Housing Units, Inmates, and Inmate Work Areas (6/4/2015)

5. **ACA STANDARDS REFERENCED:**

ACA Fourth Edition Standards 4-4156, 4-4267, 4-4285, 4-4498, 4-4499, 4-4499-1, 4-4500, 4-4501, 4-4503, and 4-4504 are referenced.

6. **VISITING SCHEDULE:**

Social visits at the Federal Correctional Institution (FCI) are permitted from 8:00 a.m. until 3:00 p.m., Saturday through Monday, including all Federal Holidays, with no visiting on Tuesday, Wednesday, Thursday and Friday.

Social visits at the satellite Federal Prison Camp (FPC) are permitted from 8:00 a.m. until 3:00 p.m., Saturday, Sunday, and all Federal Holidays.

7. **SPECIAL VISITS:**

A. **Holdovers -**

Inmates in holdover status will be permitted to visit with immediate family only. Approval for holdover visits will ordinarily be approved immediately, if the immediate family is identified in the Presentence Investigation Report. Visits for holdover inmates will take place on Tuesday's only and will be supervised by Unit Team staff. Visiting forms will be kept on file with the regular visiting forms for tracking. There are no administrative expenses incidental to arranging and supervising visits of holdovers.

B. **Special Visits -**

Special visits may be approved on a one-time basis. The authority to approve a special visit is delegated to the Unit Manager, the acting Unit Manager, or the Institution Duty Officer (IDO). Generally, special visiting privileges must be requested at least two weeks in advance of the proposed visit and approved by the Captain. If the Visit requested is an attorney or someone to interview the inmate the Unit Team staff will be responsible for the supervision of these visits. Each approved special visitor will complete a Visitor Information Form (BP-629), which will be reviewed by staff prior to allowing entry into the Visiting Room. If questions arise during review of the responses to the questionnaire, the Shift Lieutenant will be contacted to make a determination to allow/not allow entry.

C. **Guidelines for Clergy and Minister of Record -**

Guidelines for processing visitation requests for special visitors classified as clergy and minister of record are established:

Minister of Record - An inmate requesting to receive visits from his minister of record must submit a written request to the Chaplain. Upon approval, unit staff will add the name and title (minister of record) to the inmate's visitor list. An inmate may only have one minister of record on his 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 his visiting list and **will not count against the total number of social visits allowed.**

Clergy - Visits from clergy (other than the minister of record) will be in accordance with the general visiting procedures and will count against the total number of regular visits allowed. Ordinarily, clergy visits will be accommodated, when requested by the inmate. However, the Chaplain may approve a visitation request initiated by the clergy if the inmate wishes to visit with the clergy. The Warden may establish a limit to the number of minister of record and clergy visits an inmate receives each month.

D. **Procedures for Disapproving Proposed Visitors -**

Staff shall give consideration to the nature, extent, and recentness of a proposed visitor's criminal conviction when determining visiting privileges. If the Unit Team determines there is security or management concerns, a justification memorandum must be submitted to the Warden for approval or disapproval.

E. **Written Guidelines for Visitors -**

All written guidelines for visitors (Attachment C) of FCI/FPC Ashland are available on www.bop.gov. Additionally, all inmates will receive written guidelines that will be mailed by the inmate to their proposed visitor(s). Staff will also ensure a Notification to Visitor form (BP-A0224) (Attachment G); acknowledging the guidelines were provided, and declaring that the visitor does not have any article in his/her possession which the visitor knows to be a threat to the security of the institution is signed by the inmate visitor. Visiting privileges will be denied for any visitor who refuses to make such a declaration.

8. **PREPARATION OF THE LIST OF VISITORS:**

Visits are permitted to those on the inmate's approved Visiting List as authorized by the inmate's Unit Team. It is the responsibility of the inmate to advise his friends and family not to visit prior to the inmate receiving notification from the Unit Team they have been authorized as visitors. Each inmate will be authorized no more than twenty (20) visitors on their Visiting List. This includes children. Except for immediate family, visitors will not ordinarily be placed on more than one inmate's approved Visiting List. All visitors under the age of 18 must have the Visitor Information form (BP-629) signed by the legal guardian or parent authorizing visits. All approved visitors, regardless of age, must be placed on the inmate's visiting list. In order to make additions to this list, an equal number of visitors must be removed from the existing list.

- A. The inmate must have known the proposed visitor(s) prior to incarceration. This requirement includes the Federal Correctional Institution and the Satellite Camp. The Warden's approval must be obtained for any exception. The Unit Team must submit a request to the Warden requesting any exception. This applies to all inmates regardless of the institution's security level. Exceptions will be made of children being born after the inmate's incarceration to include their own child, grandchild, niece or nephew.
- B. In the event the computer visiting program is inoperable, the Front Lobby Officer will refer to the hard copy visiting lists that are secured in the front lobby station. The Unit Team will be responsible for maintaining up-to-date files for accuracy.

9. **GENERAL INSTRUCTIONS:**

- A. When the inmate arrives for his visit at the FCI or the FPC, the inmate will be visually searched by the Visiting Room Officer before being permitted to enter the visiting area. All personal property authorized for retention in the visiting room will be inventoried on the Visiting Room Property form (Attachment F).
- B. No money will be accepted for deposit to an inmate's account, nor will money be transmitted to inmate visitors during the visiting period. All money must be sent through the mail. Inmates are **not allowed** to accept money from their visitors. Inmates may accept items bought from the vending machine, by their visitor, to be consumed during their visit. Items purchased in the visiting area will not be taken into the institution following the visit.
- C. Handshaking, embracing, and kissing between inmates and their visitors is permitted within the bounds of good taste at the beginning and at the end of the visit only, this will be allowed in a designated area located in front of the Visitation Officer's Station. During the visit, inmate and

visitor contact will be limited to hand-holding in plain view. No other contact will be allowed.

- D. All visitors will be required to complete and sign the BP-A0224, Notification to Visitor form, prior to admission into the visiting area.
- E. All inmates having a visit will assume reasonable responsibility for the proper conduct of himself and his visitor(s) during the visit, to include children. Only Visitor's minor children are permitted in the playroom. Inmates are not permitted into the playroom. The visiting adult may only enter the playroom to remove child in an emergency. No food or drinks are authorized in the playroom. All toys in the playroom are to be used for their intended purposes and will remain in the playroom; no throwing, banging, or destroying toys.
- F. No furniture in the visiting room should be moved, without approval of the Visiting Room Officer. Visitors must remain upright and seated in one chair. No reclining, lying across multiple chairs, or using chairs as foot rests is permitted.
- G. The use of cameras or recording equipment, without prior written authorization from the Warden, is prohibited.
- H. The institution does not have facilities available for extra visitors or persons accompanying visitors to wait within the institution. No one is permitted to wait in the parking lot or remain on institution grounds while visitors are with the inmate or after a visit has been denied or terminated.
- I. Documents or papers will not be examined or signed in the visiting area without the approval and/or presence of a member of the inmate's Unit Team. After staff inspection for contraband, legal documents may be exchanged incidental to attorney visits.
- J. A walk-through metal detector and hand held trans-frisker are utilized at the Front Entrance of the FCI for screening purposes. All visitor's must clear the walk-through metal detector. In the event the individual cannot pass the walkthrough metal detector, the Front Entrance Officer will immediately notify the Operations Lieutenant and the Institution Duty Officer (IDO) at that time the hand held trans-frisker can be used in an attempt to isolate the problem area. Visitors refusing to proceed through the metal detector will not be permitted to enter the visiting area and will be denied the opportunity to visit. All visitors at both the FCI and the FPC will be subject to a security search each time they enter the visiting area. All visitors will be subjected to a search of their belongings.

If a visitor has a medical implant that sets off the metal detector, they should provide medical documentation, endorsed by a physician, to the Front Entrance Officer as proof stating the area of the implant. In the event the visitor is unable to provide medical documentation for implants, the Operations Lieutenant or Institutional Duty Officer will be contacted. A further search of the visitor may be conducted in accordance with the Program Statement Searching, Detaining, or Arresting Visitors to Bureau Grounds and Facilities. If the visitor does not clear a metal detection device and refuses a pat search, the visitor will be denied access to the secured perimeter of the facility.

- K. An Electronic Narcotics Detection Device (ION Spectrometer) is located at the Front Entrance of the FCI. All visitors are subject to being tested

with this device based on the established testing pattern for the date of the visit. Visitors who fail to clear the ION Spectrometer will not be permitted to enter the facility.

- L. Visitors may refuse to be tested with the ION Spectrometer. Refusal will, however, result in the visitor being denied access to the institution.
- M. Once a visitor enters the visiting area, they must remain in the visiting room for the duration of the visit. If a visitor must leave the visiting room for any reason, the visit will be terminated and the visitor will not be allowed to return for the remainder of that day.

10. **FREQUENCY OF VISITS AND NUMBER OF VISITORS:**

- A. Normally, the total number of visitors (including children) will not exceed three. Any exceptions will be requested through the Unit Team, and approved by the Captain. A point system will be utilized at the FCI, with each inmate receiving 10 points per month. A weekday visit will count as one point and weekend/holiday visits will count as three points. For example, an inmate receiving seven weekday visits and one weekend/holiday visit will have used all of his points for the month. The Front Lobby Officer will utilize the automated visiting program to document visits, log visiting times, and track points. A hard copy of each inmate's visiting list will be placed in the inmate's central file, a copy given to the inmate, and a copy to the Front Entrance Officer. The hard copy of the visiting list maintained by the Front Entrance Officer and the Camp Visiting #1 Officer must be kept up to date. It will be utilized to process visitors in the event the computer visiting program is inoperable.
- B. Unit Team will publish quarterly monthly calendars on Trulincs to identify your unit's day to visit during the weekend. It will be the inmate's responsibility to ensure that they notify their potential visitors of the appropriate day to visit.
- C. A point system will be utilized at the FPC, with each inmate receiving 10 points per month. The first visit of the month will count as five points and any visit thereafter, including Federal Holidays, will count as one point. For example, an inmate receiving five weekend visits and one holiday visit will have used all of his points for the month.

11. **REGULAR VISITS:**

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 criterion 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 involving a minor will have his visits closely monitored. Inmates meeting this criterion will be required to sit directly in front of the officer station when visiting with approved minors.

12. **OTHER APPLICABLE REGULATIONS:**

A. Inmate Dress -

- 1) All FCI inmates must wear the issued khaki pants and shirt; the issued green pants and shirts for the FPC inmates. Clothing must be in a clean and neat condition. Thermal underwear may not be worn in the visiting room.
- 2) The black institution issued shoes, white Rockport's, black Wolverine's, or tan Timberland's are the only authorized shoes to be worn in the visiting area. Inmates with a current soft shoe pass are authorized to wear soft shoes.
- 3) Visits will not be permitted for those who are not properly groomed in accordance with policy.

B. Inmate Authorized Items -

Inmates are permitted to take only the following items into the visiting room: Wedding ring, Prescription glasses, necklace, and religious headgear. Legal materials will be mailed in by the visiting attorney for inmate review prior to any legal visit. Inmates are not allowed to bring any legal materials to visit nor return with any materials after the visit. Essential medication may be permitted when authorized by the Health Services Department. When authorized, a notation to this effect should be made on the inmate's visiting card. Medication will be maintained by staff assigned to the visiting room.

C. Visitor Entrance Procedures -

All inmate visitors will be required to read and sign a USC Title 18, Introduction of Contraband form. These forms are to be completed in their entirety before admission into the institution will be permitted. Inmate visitors will sign in the "Inmate Visitor Log" and write their name, the name and register number of the inmate in which they are visiting, and the time entering and exiting the institution. Visitors will not be permitted to enter the institution until 8:00 a.m. on visiting days. In the event a visitor refuses to allow inspection of articles in their possession, that visitor will not be permitted to enter the visiting area. It is permissible for the visitor to give the inmate any type of item from the vending machines located in the visiting area.

Visitors are subject to have all their possessions including their vehicles searched prior to being allowed entrance to the institution.

All authorized items entering the visiting room must be carried in a clear plastic container or bag not to exceed 12 inches by 12 inches.

Storage lockers are available at the Front Entrance to secure vehicle keys. All other personal items, not authorized, are to be stored in the personal vehicle.

Inmates may greet and bid farewell to their visitors within the designated area only. These procedures are for both the FCI and the FPC.

D. Non U.S. Citizen Identification Requirements -

All foreign nationals or non U.S. citizens must have a valid passport, or valid state driver's license which has a photo, for visiting identification purposes.

E. U.S. Citizen Identification Requirements -

Staff shall verify the identity of each visitor with a government issued I.D. such as a driver's license, State I.D., or Military I.D., prior to admission of the visitor to the institution.

13. VISITS OF INMATES NOT IN REGULAR POPULATION STATUS:

- A. Inmates who are admitted to a local hospital in serious condition may have visitors, once approved by the Captain, following consultation with the Health Services Administrator, the Associate Warden of Programs, the Unit Manager, and the Warden. A list of approved visitors will be provided to the escort staff assigned to the local hospital. These visits must comply with the local hospital visiting regulations.
- B. Inmates in Admission/Orientation, who do not have a visiting list, will be permitted to visit with immediate family only.
- C. Visits for inmates in the Special Housing Unit (SHU) will be cleared through the Shift Lieutenant to ascertain whether there are any known reasons why the visit should not be held in the regular visiting area. Special Housing Unit inmates will visit on Monday only, regardless of custody level. All visits will be no longer than two (2) hours in duration and will be conducted in the "Non-contact" booth located in the FCI Visiting Room.

The total number of visitors for SHU inmates (including children) will not exceed two (2) visitors at any given time. Visits will be on a first come, first serve basis with only one Special Housing Unit inmate visiting at a time in the visiting room.

Ordinarily, an inmate retains visiting privileges while in detention or segregation. Visiting may be restricted or disallowed when an inmate in this status is charged with, or been found guilty of, a prohibited act relating to visiting guidelines, or may reasonably be considered a threat to the safety and security of the visiting room.

14. TERMINATION OF VISITS:

Visiting may be curtailed or terminated due to emergencies, violation of visiting regulations, or when the visiting area becomes overcrowded. Should it be necessary to terminate a visit because of overcrowding, the Visiting Room Officer is to notify the Shift Lieutenant. If feasible, the Visiting Room Officer will ask for volunteers prior to selective termination of visits. In the event of a problem with terminating a visit the Institution Duty Officer and the Operations Lieutenant will be contacted.

Order of termination:

- 1) Ask for volunteers.
- 2) Those who have visited most frequently.

- 3) Those who have visited the longest period of time, for that day.
- 4) Those who have traveled the shortest distance.

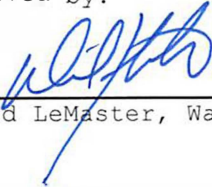
12. EFFECTIVE DATE:

Upon Issuance

13. OFFICE OF PRIMARY INTEREST:

Correctional Services

Approved by:



David LeMaster, Warden

ATTACHMENTS:

- Attachment A - Attorney/Client Visit
- Attachment B - Report of Inmate Interview
- Attachment C - Visiting Rules and Regulations
- Attachment D - Directions to FCI/FPC Ashland
- Attachment E - Transportation Information
- Attachment F - Visiting Room Property Form
- Attachment G - Notification to Visitor Form (BP-A0224)

FEDERAL CORRECTIONAL INSTITUTION
ASHLAND, KENTUCKY

ATTORNEY - CLIENT VISIT

I, _____, a licensed attorney in the State of _____, with offices at _____, _____, visiting _____ on _____ agree that my visit with this inmate is for the purpose of facilitating the attorney-client relation and for no other purpose. I understand a taped recording will require prior approval by the Warden before the recording device will be authorized to enter the institution. I agree that any tape recording or other recording made by me will be used only to facilitate this relationship.

SIGNATURE

cc: Inmate Central File

FEDERAL CORRECTIONAL INSTITUTION
ASHLAND, KENTUCKY

REPORT OF INMATE INTERVIEW

INMATE'S NAME: _____ REG.NO. _____

DATE: _____

SUBJECT OF INTERVIEW

If you represent a law enforcement agency, please indicate if your interview is liable to result in further prosecution of the inmate.

YES _____ NO _____

NAME: _____

TITLE: _____

AGENCY: _____

FCI ASHLAND, KENTUCKY
VISITING RULES AND REGULATIONS

1. It is the policy of this institution to provide visiting facilities and procedures that will encourage wholesome and meaningful visits with relatives, friends, groups, etc. Visits are stressed as an important factor in maintaining the morale of each inmate and motivating him toward positive personal interactions. It is the responsibility of each visitor/inmate to adhere to the visiting regulations as set forth in the following paragraphs.
2. Social visits are permitted from 8:00 a.m. to 3:00 p.m., Saturday through Monday. There is no visiting at the institution on Tuesday, Wednesday, Thursday, or Friday. Each inmate will be allowed to receive a total of ten visiting points a month. An inmate's immediate family; mother, father, stepparents, foster parents, brothers, sisters, wife and children, are routinely approved as visitors. Each inmate is responsible for obtaining Unit Team approval for prospective visitors.
3. At the present time, our visiting facilities are limited; therefore, it may become necessary to limit visits due to these facilities becoming overcrowded. When overcrowded conditions exist, visits will be terminated based upon equal consideration of: Those who have visited the most frequently - those who reside in the Tri-State Area - those who have visited for the longest period of time. Visiting may also be terminated due to institution emergencies and improper conduct by the inmate or his visitor. Limitations on the length or frequency of visits may be imposed when these visits interrupt the continuity of an inmate's program.
4. Embracing and kissing as a greeting or farewell is permitted within the limits of acceptable conduct upon arrival and departure of visitors. When continued intimacy occurs throughout the visit, the visit may be terminated due to this unacceptable conduct. It should be noted that when the visit is terminated due to unacceptable conduct, the inmate will receive an incident report and face possible disciplinary action.
5. All monies, packages, gifts and pictures must be received by the inmate through the institutional mail system. None of the above will be given by the inmate to his visitors. None of the above will be accepted by the Visiting Room Officer, nor through the Visiting Room.
6. Prospective visitors under the age of 16 must be accompanied by a parent, legal guardian or a member of their immediate family who is at least 18 years of age; or have written consent from a parent, legal guardian or member of their immediate family prior to the visitation.
7. Each adult visitor, 16 years of age and older, will be required to provide proof of their identity to the Front Entrance Officer in the form of picture identification. Adult visitors will be required to sign information forms indicating their name, complete address, inmate being visited, and acknowledging their awareness and understanding of possible penalties for violation of visiting regulations and/or the introduction of contraband. Any attempt to bring unauthorized items into the institution is a serious violation of Federal Law (U.S. Code, Title 18, Section 7291) and is punishable by imprisonment and/or fine.
8. The Visiting Room Officer is responsible for supervising the visits and recognizing the fact that we have many age groups of visitors from young children to senior citizens; the best interest of a wide variety of citizens must be considered in setting standards on attire. Visitors are expected to use good judgment and taste in their dress. Persons who come immodestly and/or provocatively dressed may be denied the privilege of visiting. Dresses, skirts, and capri pants must be below the knee when seated. No portion of the breasts may be exposed. The wearing of T-shirts or other form-fitting clothes by female visitors without bras is prohibited.

Prohibited clothing items include, but are not limited to: see-through; fishnet; form-fitting (Lycra or Spandex); low-cut, backless, sleeveless, or strapless blouses and/or dresses; shorts; halter tops; swimwear; clothing which exposes the midriff portion of the body; ripped or torn jeans; and other revealing clothing items. The wearing of any type of club, gang, or other organization symbols is strictly prohibited.

Tight, provocative dress is not acceptable at any time in the Visiting Room. This includes but is not limited to leggings, jeggings, Spandex/Lycra tight pants/jeans, etc. Any clothing similar to that worn by inmates is not acceptable. Questionable attire will be clarified by the Operations Lieutenant and/or the Institution Duty Officer.

9. Visitors are to have and maintain complete control of their children while in the Visiting Room or on institutional property. Limitations may be necessary when an inmate has a large number of regular approved visitors living in the vicinity of the institution. The maximum number of adults who may visit an inmate at one time is four; but may be adjusted within the guidelines to prevent overcrowding in the Visiting Room.
10. It is permissible for the inmate's visitor to give the inmate items from the vending machine to be consumed while on a visit. Each inmate will assume responsibility for proper conduct during visits with as much control of his visitors' conduct as may be expected of him. Each inmate and his visitors are expected to maintain a safe and sanitary visiting area. The use of cameras or recording equipment without written consent of the Warden is strictly prohibited. No cell phones or pagers will be allowed. Documents or papers will not be examined or signed in the Visiting Room without the approval of a member of the inmate's Unit Team. Visitors are encouraged to store all of their parcels, handbags, etc., in their vehicles or in their motel rooms prior to coming to the institution. Additionally, personal photographs, makeup containers, chewing gum and mints will be prohibited. These items will not be allowed into the Visiting Room. Any effort to evade the visiting regulations may result in disciplinary action for the inmate and possible legal proceedings against the visitor.
11. It should be noted that in a situation where a visitor is suspected of attempting to introduce contraband onto institutional property or into the institution, that visitor is subject to a detailed search of their person and personal items to include their vehicle.
12. The television in the Visiting Room is for the children; the Visiting Room Officer will control the volume and channel, and ensure that the programming is suitable for their viewing. Disputes over programming will be settled by the Visiting Room Officer.
13. Visitors are prohibited from bringing animals onto institution grounds unless the animal is a service animal and is needed to assist a disabled person.
14. All tobacco products, including e-cigarettes and associated paraphernalia, are strictly prohibited from the institution.

**Federal Correctional Institution and Satellite Prison Camp
Ashland, Kentucky**

VISITOR APPAREL NOT PERMITTED:

Sleeveless garments of any kind (such as vests or tank tops)

V-Neck Shirts (low-cut or backless)

See-through garments of any kind,

Form-fitting or skin-tight pants/slacks/shirts/blouse/dress (no jeggings, leggings, yoga pants, pajamas, etc.)

Metal underwire bras, regardless of the age of the person wearing it

Wraparound skirts

No shorts allowed (shorts are allowed for children only)(Capris are authorized below the knee length, if deemed appropriate by our inspecting official)

Jogging/sweat suits of any kind to include hooded sweatshirts

White T-shirts or T-shirts with logos of any kind (halter-tops not permitted)

Hats or caps (except for infants)

Belly shirts (abdomen exposed)

Camisoles or swimwear worn as outer wear

Hospital Scrubs or medical uniforms

Camouflage/military clothing with the exception of Class A Military Dress Uniforms – These are permitted for active duty military personnel

Khaki clothing (tan or similar to the type the inmates wear)

Articles of clothing displaying any wording or pictures deemed vulgar or offensive

Any type of club, gang, or other organization symbols

Untucked shirts

Sagging pants/jeans (pants cannot be ripped or torn)

Skirts and dresses must be at least knee length when seated. Skirt and dresses with slits, the slit will not extend higher than two inches above the knee. Strapless blouses and/or dresses are not permitted

Open toed shoes of any description

ITEMS NOT PERMITTED:

Handbags

Sunglasses

Reading material/photos

Cameras/cell phones/pagers or other electronic devices such as tablets, hand held video games, mp3 players, etc.

Food of any kind, including gum and candy (except for infant formula or baby food, both of which must be in sealed containers)

Pocket knives/nail clippers/firearms or other dangerous objects

Strollers/carriages/car seats

Lighters/matches/tobacco products/to include e-cigarettes and associated paraphernalia

Drugs of any kind (prescription medicine should be taken before entering the visiting room unless they are emergency medication, and then these will be turned over to the visiting room officer upon entry to the visiting room)

Make-up, charm bracelets, lockets

PERMITTED ITEMS

All authorized items entering the visiting room must be carried in a clear plastic container or bag not to exceed 12 inches by 12 inches

Baby diapers

Clear baby bottles (no more than two 8-ounce bottles)

Items needed for Health reasons will be allowed at the discretion of the Operations Lieutenant and Duty Officer

Food and beverages purchased in the visiting room must be consumed prior to departure or disposed of in the Visiting Room

Visiting is an important family function and a privilege. It is imperative the visiting regulations be adhered to and the behaviors of both the inmates as well as the inmate visitors reflect family and professional values while meeting the security concerns of the Bureau of Prisons.

**DIRECTIONS TO
FCI/FPC ASHLAND**

INSTITUTION ADDRESS: Federal Correctional Institution
P.O. Box 888, State Route 716
Ashland, Kentucky 41105

FROM OHIO:

After crossing the bridge into Ashland, you will be on 12th Street. Follow 12th Street for six blocks until it merges with 13th Street which is U.S. 60 West.

Continue West on U.S. 60, (13th Street) until you leave the city.

Approximately three miles out of town, you will see the Kentucky State Police Barracks on the right and at the intersection of U.S. 60 and KY 716. Other landmarks include a Speedway convenience store and a McDonald's restaurant.

FCI: Turn right on KY 716 and go approximately 3/4 mile to a four-way stop. Do not go straight at the stop, take the right-hand turn. You will see the institution. Make the first immediate left into the institution parking lot.

FPC: Turn right on KY 716 and go approximately 3/4 mile to a four-way stop. Do not go straight at the stop, turn left. You will see the Federal Prison Camp (FPC) on the right. Make the first immediate right into the FPC parking lot.

FROM WEST VIRGINIA:

Follow I-64 West to Exit 185 (Cannonsburg, KY 180). Turn right at the end of the exit and proceed approximately 5.5 miles (seven traffic lights from the interstate).

At the seventh traffic light, turn left at the intersection of U.S. 60 and KY 716. Landmarks at that intersection include the Kentucky State Police Barracks, a Speedway convenience store and a McDonalds restaurant.

FCI: Turn left on KY 716 and go approximately 3/4 mile to a four-way stop. Do not go straight at the four-way stop, rather take the right-hand turn. You will see the institution. Make the first immediate left into the institution parking lot.

FPC: Turn left on KY 716 and go approximately 3/4 mile to a four-way stop. Do not go straight at the stop, turn left. You will see the Federal Prison Camp (FPC) on the right. Make the first immediate right into the FPC parking lot.

**IF YOU ENCOUNTER PROBLEMS, CALL THE INSTITUTION FOR DIRECTIONS:
606-928-6414**

**FEDERAL CORRECTIONAL INSTITUTION
ASHLAND, KENTUCKY**

TRANSPORTATION INFORMATION FOR VISITORS

To facilitate transportation for visitors to the institution, there are the following taxi companies:

Yellow Cab Company - Ashland, Kentucky

Veteran Cab Company - Flatwoods, Kentucky

From the airport the following services are available in Huntington, West Virginia:

Airport Limousine and Taxi Service

C&K Cab Company, Inc.

These taxi companies are considered very reasonable in this area and can accommodate all visitors from any public transit terminal. These companies will also assist in transportation to the institution and because of this institution's location; this is the only transportation to the front door.

VISITING ROOM INMATE PROPERTY FORM

INMATE NAME	INMATE REG. NO.	BIN #	UNIT	RING	GLASSES	NECKLACE	RELIGIOUS HEADGEAR	SOFT SHOES	TIME IN	TIME OUT

NO JEWELRY OTHER THAN RELIGIOUS MEDALIONS AND WEDDING RINGS. PAPERS OF ANY KIND ARE NOT PERMITTED WITHOUT PRIOR WRITTEN APPROVAL. ANYTHING OTHER THAN THE ABOVE ITEMS WILL BE RETURNED TO THE HOUSING UNIT BEFORE ENTERING THE VISITING ROOM. ALL UNAUTHORIZED ITEMS LEAVING THE VISITING ROOM WILL BE CONFISCATED. NECKLACES AND RELIGIOUS MEDALIONS WILL BE ITEMIZED FOR ACCOUTABILITY. (I.E., 1 YELLOW CHAIN, 1 WHITE MEDALLION, ETC.)

DATE: _____ DAY: _____ V. ROOM 2 OFFICER: _____ Page _____ of _____

NOTIFICATION TO VISITOR CDFRM

U.S. DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF PRISONS

Date: _____ Time: _____ Officer's Name: _____

Institution: _____ Location: _____

Name of Inmate To Be Visited: _____ Register No.: _____

NOTICE TO ALL PERSONS: CONSENT TO SEARCH

Federal Bureau of Prisons (Bureau) staff may search you and your belongings (bags, boxes, vehicles, container in vehicles, jackets, coats, etc.) before you enter, or while you are on or inside, Bureau grounds or facilities.

Consent to Search Implied. By entering or attempting to enter Bureau grounds or facilities, you consent to being searched in accordance with Bureau policy and Federal regulations in volume 28 of the Code of Federal Regulations, Part 511. If you refuse to be searched, you may be prohibited from entering Bureau grounds or facilities.

NOTICE TO ALL PERSONS: PROHIBITED ACTIVITIES AND OBJECTS

You are prohibited from engaging in prohibited activities or possessing prohibited objects on Bureau grounds, or in Bureau facilities, without the knowledge and consent of the Warden. Violators may be detained or arrested for possible criminal prosecution, either by Bureau staff, or local or federal law enforcement authorities.

Prohibited Activities include any activities that could jeopardize the Bureau's ability to ensure the safety, security, and orderly operation of Bureau facilities, and protect the public, including, but not limited to, violations of Titles 18 and 21 of the United States Code, Federal regulations, or Bureau policies.

Prohibited Objects include, but are not limited to, weapons; explosives; drugs; intoxicants; currency; cameras of any type; recording equipment; telephones; radios; pagers; electronic devices; and any other objects that violate criminal laws or are prohibited by Federal regulations or Bureau policies.

PLEASE ANSWER THE FOLLOWING QUESTIONS: Are any of the following items in your possession, or in possession of children in your party under 16 years of age?

Tobacco Products	Yes	___	No	___	Narcotics	Yes	___	No	___
Explosives	Yes	___	No	___	Marijuana	Yes	___	No	___
Weapons	Yes	___	No	___	Camera	Yes	___	No	___
Ammunition	Yes	___	No	___	Food Items	Yes	___	No	___
Metal Cutting tools	Yes	___	No	___	Alcoholic Beverages	Yes	___	No	___
Recording Equipment	Yes	___	No	___	Prescription Drug*	Yes	___	No	___
Telephones-any type	Yes	___	No	___	Intoxicants	Yes	___	No	___
Radios	Yes	___	No	___	Pagers	Yes	___	No	___
Electronic Devices	Yes	___	No	___	Firearms	Yes	___	No	___

*All types of medication carried must be listed in the following space, and must be left at the entry area:

I have read, I understand, and I agree to the above. If I am visiting with an inmate, I also understand and agree to abide by the visiting guidelines provided me by this institution. I declare that I do not have articles in my possession which I know to be a threat to institution safety, security, or good order. I am aware that if I have questions about what is authorized, I should consult with the officer. I am aware that the penalty for making a false statement is a fine of not more than \$250,000 or imprisonment of not more than five years or both (pursuant to 18 U.S.C. § 1001). I am aware that the visiting area, including restrooms in the visiting area, may be monitored to ensure institution security and good order.

Printed Name/Signature: _____

Street Address/City and State: _____

Vehicle License No.: _____ Year, Color, Make and Model of Vehicle: _____

If visiting with an inmate, please complete the following: Names of children under 16 years of age for whom I am responsible:

If not visiting with an inmate, please indicate:

Name of Organization: _____ Purpose of Visit: _____

Printed Name/Signature of Staff Witness: _____

FILE IN SECTION 3 UNLESS APPROPRIATE FOR PRIVACY FOLDER

SECTION 3