



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Complex
Federal Correctional Institution II
P. O. Box 1600
Butner, North Carolina 27509

September 14, 2020


MEMORANDUM FOR D. LEU, WARDEN, FCI II, BUTNER

THRU:  G. Heuett, Associate Warden

FROM:  R. Wright, Deputy Captain

SUBJECT: Social Visits

This memorandum describes the proposed, modified social visitation procedures for FCI II Butner in accordance with the Modification of Coronavirus (COVID-19) Phase Nine Action Plan. The procedures will be effective Saturday, October 3, 2020.

Visitation will be non-contact, and available on Saturdays and Sundays only. Based on the visiting room size and available space, no more than sixteen inmates can visit at one time. Inmates in quarantine or isolation will not participate in social visiting.

Inmates will have an opportunity to schedule two visits per month and will be allowed no more than two (2) adult visitors and two (2) visitors under 18, at a time in one hour increments. Inmate visitors will contact the Visiting Schedule Coordinators at the institution to schedule visits, based on availability through a first come, first served basis. Inmates will be placed on call out for the designated time by the Visiting Schedule Coordinators.

Visitors must arrive no later than 30 minutes prior to scheduled visits. Visitors will be symptom screened and temperature checked prior to entry into the facility. Visitors who are sick or symptomatic will be denied entry. Additionally, all visitors and inmates are required to wear approved face coverings, masks, at all times within the confines of the institution.

Ten visitors will be authorized in the Front Lobby area at one time. Visitors will be escorted to the visiting room in groups no larger than four (4) individuals by the Escort Officer. Inmates will be in-processed in conjunction with their specific

visitor(s). Inmates and visitors will wear face coverings at all times and perform hand hygiene before and after visits. Bandanas and neck gaiters will not be authorized.

Social visits will be non-contact, therefore, no embrace upon entering nor prior to leaving will be authorized. Additionally, photographs will not be conducted. Food and beverages are not authorized; however, special provisions for baby formula/food will be authorized on a case by case basis. Upon the conclusion of visiting, visitors and inmates will be escorted and processed out in the same manner as entry.

Thirty minute cleaning periods are included between each visiting block. Once the visiting room is cleared of inmates and visitors, orderlies will sanitize the entire area under direct staff supervision. Orderlies will not be permitted in the visiting area during visitation periods.

October

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3 LA – 8:15am to 9:15am LB - 12:30pm to 1:30pm LC - 2:00pm to 3:00pm
4 LO – 8:15am to 9:15am MA - 12:30pm to 1:30pm MB - 2:00pm to 3:00pm	5	6	7	8	9	10 MC – 8:15am to 9:15am MD - 12:30pm to 1:30pm OA - 2:00pm to 3:00pm
11 OB – 8:15am to 9:15am OC - 12:30pm to 1:30pm OD - 2:00pm to 3:00pm	12	13	14	15	16	17 LB – 8:15am to 9:15am LC - 12:30pm to 1:30pm LA - 2:00pm to 3:00pm
18 MA – 8:15am to 9:15am MB - 12:30pm to 1:30pm LO - 2:00pm to 3:00pm	19	20	21	22	23	24 MD – 8:15am to 9:15am OA - 12:30pm to 1:30pm MC - 2:00pm to 3:00pm
25 OC – 8:15am to 9:15am OD - 12:30pm to 1:30pm OB - 2:00pm to 3:00pm	26	27	28	29	30	31 LC – 8:15am to 9:15am LA - 12:30pm to 1:30pm LB - 2:00pm to 3:00pm

HEALTH SCREENING SITE

ALL VISITORS

ENTER THE MAIN ENTRANCE OF THE FEDERAL MEDICAL CENTER (FMC). DRIVE STRAIGHT TOWARD THE INSTITUTION AND TURN RIGHT (AS SHOWN IN THE DIAGRAM) TO THE SCREENING SITE.

YOU WILL BE ISSUED AN ARM BAND TO GAIN ENTRANCE TO THE RESPECTIVE INSTITUTION YOU ARE VISITING. THIS ARM BAND WILL BE GOOD FOR THAT DAY ONLY.

AFTER CLEARING THE HEALTH SCREENING SITE, FOLLOW THE ARROWS IN THE ATTACHED DIAGRAM, DIRECTING YOU TO THE FCI II.

