



U.S. Department of Justice
Federal Bureau of Prisons
Federal Correctional Complex
Oakdale, Louisiana 71463

Institution Temporary Visitation Plan

OPI: Command Center
NUMBER:
DATE: September 30, 2020
SUBJECT: Temporary Social
Visiting Plan

1. PURPOSE AND SCOPE:

This Temporary Social Visiting Plan will be implemented in response to the required visitation mandate.

2. Cleaning/Screening Procedures/PPE:

There will be a thorough cleaning and decontamination of the Visiting Room between each visiting block. Visitors will be required to arrive 30 minutes prior to visitation time and will be pre-screened in the same manner as staff prior to entry into the institution. Inmates will be screened prior to entering the Visiting Room (i.e., temperature checks conducted and screening questions will be asked). Masks will be required at all times for inmates and visitors (including children of all ages). Neck gaiters, bandanas, or vented masks will not be permitted.

3. FCI I & FCI II Capacity:

To safely meet the social distancing requirements, the FCI I Visiting Room can accommodate 12 inmates, and the FCI II Visiting Room can accommodate five inmates per visiting block. Each inmate is allowed three visitors. This will allow 48 FCI I and 20 FCI II inmates per housing unit side to visit per day. A table with a plexiglass barrier will be installed between the inmate and his visitors. No physical contact will be allowed.

4. FCI I & FCI II Visiting Days:

Social visiting will be conducted at both FCI I on Sunday, Monday, Tuesday, Saturday and FCI II on Sunday, Thursday, Friday and Saturday in four 75-minute blocks with 30 minutes between each visiting block. Should more inmates request a social visit than can be accommodated during their assigned block, Fridays will be utilized to accommodate surplus requests. The two inmates assigned to the AW Complex as orderlies will conduct the cleaning in between blocks of visits.

5. Unit Rotation:

(Inmates will ONLY visit in their unit/side cohort)

FCI I

Week 1

Saturday: Allen 1
Sunday: Allen 2
Monday: Vernon 1
Tuesday: Vernon 2

Week 2

Saturday: Eva 2
Sunday: Allen 1
Monday: Allen 2
Tuesday: Vernon 1

Week 3

Saturday: Vernon 2
Sunday: Eva 2
Monday: Allen 1
Tuesday: Allen 2

Week 4

Saturday: Vernon 1
Sunday: Vernon 2
Monday: Eva 2
Tuesday: No visitation

FCI II

Week 1

Thursday: Alexandria A
Friday: Alexandria B
Saturday: Ville Platte A
Sunday: Ville Platte B

Week 2

Thursday: Alexandria A
Friday: Alexandria B
Saturday: Ville Platte A
Sunday: Ville Platte B

Week 3

Thursday: Ville Platte B
Friday: Ville Platte A
Saturday: Alexandria B
Sunday: Alexandria A

Week 4

Thursday: Ville Platte B
Friday: Ville Platte A
Saturday: Alexandria B
Sunday: Alexandria A

6. FCI I and FCI II Daily Visiting Schedule:

8:00 a.m. - 8:30 a.m.: Process and visually search first block of inmates for visit and process visitors.

8:30 a.m. - 9:45 a.m.: Block 1 visits

9:45 a.m. - 10:15 a.m.: Out-process inmates
Sanitize VR/In-process Block 2 inmates

10:15 a.m. - 11:30 a.m.: Block 2 visits

11:30 a.m. - 12:00 p.m.: Out-process inmates
Sanitize VR/In-process Block 3 inmates

12:00 p.m. - 1:15 p.m.: Block 3 visits

1:15 p.m. - 1:45 p.m.: Out-process inmates
Sanitize VR/In-process Block 4 inmates

1:45 p.m. - 3:00 p.m.: Block 4 visits

3:00 p.m. - 4:00 p.m.: End of visiting/Out-process/Sanitize VR

7. Satellite Camp Capacity:

The Satellite Camp Visiting Room can accommodate 9 inmates per visiting block with three visitors per inmate. This will allow 27 inmates to visit per day.

8. Satellite Camp Visiting Days:

Social visiting will be conducted at the Satellite Camp on alternate Saturdays and Sundays in three 90-minute blocks with a minimum of 30 minutes of cleaning between blocks.

9. Satellite Camp Daily Visiting Schedule:

8:00 a.m. - 8:30 a.m.: Process visitors and inmates for first block of visiting

8:30 a.m. - 10:00 a.m.: Block 1 visits

10:00 a.m. - 12:00 p.m.: Out-process inmates/sanitize VR
Count and Mainline/In-process inmates

12:00 p.m. - 1:30 p.m.: Block 2 visits

1:30 p.m. - 2:00 p.m.: Out-process inmates
Sanitize VR/In-process inmates

2:00 p.m. - 3:30 p.m.: Block 3 visits

10. Special Housing Visitation:

Visits for inmates in the Special Housing Unit (SHU) will be conducted via video visiting only. Visits will have a time limit of one hour during the scheduled blocks of visitation on Tuesdays. Inmates in SHU will request to visit utilizing a written Inmate Request to Staff Form (BP-S148.055) addressed to the Captain. No special phone calls to coordinate visits will be approved.

11. Inmate Responsibilities and Expectations:

Inmates will request a social visit via Inmate Request to Staff (Form A0148), which must be submitted to his respective Unit Manager or acting team five days prior to his assigned visiting day. The inmate will identify the visitors in which he is requesting (maximum of 3 including children). The inmate's unit team will notify the inmate of his assigned visitation date/time at least three days prior to the scheduled visit. In the event a visitor does not arrive for the scheduled visit, no substitutions will be permitted.

12. Visitor Expectations:

Visitors will be required to arrive **45 minutes** prior to their scheduled visiting time in order to allow for appropriate time for COVID-19 screening (i.e., temperature checks) and the standard processing of visitation. Visitors must adhere to the face covering mandate at all times. Face coverings must be plain in nature with no logos, markings, etc. Neck gaiters and bandanas are not authorized.

13. Vending and Personal Belongings:

There will be no vending available during visitation. Visitors will leave all personal belongings secured in their vehicle with the exception of infant child essentials (i.e., formula, baby food or diapers) and any life-saving medication, which must be stored in a small see through bag.

Approved by:



O. Mack, Acting Complex Warden
FCC Oakdale

DISTRIBUTION:

Warden
Associate Wardens
Executive Assistant/Camp Administrator
Department Heads