


DEPARTMENT OF CORRECTION 	POLICY MANUAL	POLICY NUMBER: 123	PAGE NUMBER: 1 of 2
		SUBJECT: Public Visitation and Tours of Institutions	Adopted: 12/82 Revised: 01/95 Reformatted: 01-2001

01.00.00. POLICY OF THE DEPARTMENT

It is the policy of the Board of Correction that the public be able to become acquainted with correctional goals and accomplishments. Interest groups may tour the department's institutions, facilities or offices.

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03.00.00. REFERENCES

04.00.00. DEFINITIONS

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05.01.00 Facility Tours

Groups of individuals may tour the department's institutions, facilities or offices, escorted by appointed personnel. Tours will generally take place during normal business hours or at times which ensure the safety and convenience of the facility.

Requests for a group tour must be approved by the facility's administrator.

All groups are subject to the administrator's rules and regulations regarding visitation, which are to be explained by the guides prior to the beginning of the tour.

When entering an institution, visitors may be subject to search.

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Anyone wanting to tour a correctional facility must be at least 18 years old. If under 18, they must be accompanied by a parent or guardian or have written permission from the parent or guardian.

05.02.00. Facility Events

Under certain circumstances and with an appropriate invitation, visitors may attend athletic games and various other entertainment held at the facilities. These visits are not to interfere with the operations and safety of the facilities and are not to jeopardize the attendance of the inmates.

Director, Department of Correction

Date