

MARIN COUNTY SHERIFF'S DEPARTMENT
CUSTODY DIVISION POLICY AND PROCEDURE MANUAL

CHAPTER 4 - HOUSING

CUS - 4 - 19

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DATE

8-03-94

PUBLIC VISITING

POLICY

Family, friends and community services are allowed to visit inmates in Marin County Jail. All visitors will follow all facility rules regarding visiting. Failure to obey the rules will result in loss of the privilege to enter the facility.

DEFINITION:

METAL DETECTOR - Built in piece of equipment which detects metal when a person passes through it.

CARD READER KEY: Small card which allows access to security doors, hallways, visiting rooms and stairwells. The card can be programmed for any amount of facility access.

PROCEDURE

Visiting hours of this facility are 0900 to 2200 seven (7) days a week. Visiting is closed during lunch, dinner and meal clean-up.

All visitors must wear shirts, shoes, pants, shorts or skirt. No see through clothing, or gang affiliated colors are permitted. The following types of items are not allowed: purses, back packs, or fanny packs. No more than 3 people are allowed to visit an inmate at one time without prior authorization by the Housing Sergeant.

When a visitor arrives, they will present identification to the Lobby SSA. Acceptable identifications are California Drivers License or identification card, Mexican Matricular ID, passport, military or military dependant ID., or any photo ID with California temporary license or identification card. Minors must be accompanied by a parent or guardian who is at least 18 years of age. The SSA will enter the visitor's name and ID number into the Compudyne system.

Visitors who have been incarcerated in the Marin County Jail will not be denied access, regardless of their release date, solely on the fact that they have been recently released. However, access may be denied for a legitimate reason in accordance with this policy and the law. Also, visitors on any form of conditional release including, but not limited to, bail, court release and /or serving a sentence on county parole, must obtain written permission from the facility commander.

All visitors will empty their pockets and remove any metal from their clothing. Any illegal items or items deemed to be a threat to the facility security will not be allowed into the facility. An MRD will be called and an Incident Report will be done if any illegal items are found. The SSA directs the visitor through the metal detector and returns their small property if the alarm does not sound. If the alarm sounds, the

visitor removes any items they suspect causing the alarm. The visitor walks through the detector again. If the alarm continues to sound, the visitor is told they can leave the facility or be searched. If they wish to be searched, a MRD is called and the visitor is searched.

The visitor is given a card reader for the inmate's Pod visiting room. The SSA places the visitor's ID into the card reader slot. The SSA notifies the Pod Deputy of the visit and room number. When the visit is complete the visitor returns the card reader to the SSA in the Lobby. The SSA returns the visitor's ID.

Any visit shall be denied if:

1. The inmate or the visitor is disruptive or dangerous.
2. The visitor appears to be under the influence of drugs or alcohol.
3. The visitor refuses to show or does not possess proper identification.
4. The visitor refuses to submit to reasonable security precautions.
5. The visitor is not properly dressed.
6. Contraband is detected on the visitor.
7. The visitor fails to comply with any direction from the staff.
8. The inmate refuses the visit.
9. The Hsg. Sergeant denies the visit for security reasons.

RELATED STANDARDS:

Title 15, Article 6, Section 1062

Chapter 8, Section 12

Chapter 8, Section 13

DATE REVISED

2/16/10

By order of

DAVID M. AUGUSTUS
BUREAU COMMANDER