

**STANDARD OPERATING PROCEDURE
WARREN COUNTY JAIL
INDIANOLA, IOWA**

INMATE VISITATION

SPECIAL PERSONS: ATTORNEYS AND MINISTERS SHALL BE PERMITTED TO VISIT INMATE UPON REQUEST OF THE INMATE, ATTORNEY, OR MINISTER. SAID VISITS WILL BE MADE AT REASONABLE HOURS, AND AT TIMES WHEN SECURITY AND DAILY ROUTINE ARE NOT UNDULY INTERRUPTED.

GENERAL VISITATION: ALL INMATES ON NORMAL STATUS SHALL BE ALLOWED REASONABLE VISITATION.

CONTACT VISITS: CONTACT VISITS ARE AUTHORIZED BETWEEN THE INMATE AND THEIR ATTORNEY OF RECORD, AN ORDAINED MINISTER OR ANY PROFESSIONAL PERSON WHO'S PROFESSION REQUIRES THEM TO HAVE PERSONAL CONTACT WITH THE INMATE. PROFESSIONAL PERSONS WILL INCLUDE BUT NOT LIMITED TO A GUIDANCE COUNSELOR PRE TRIAL RELEASE, PRESENTENCE INVESTIGATOR, DOCTOR, NURSE OR SUBSTANCE ABUSE PERSONNEL.

LENGTH OF VISITS: DURING NORMAL VISITING HOURS AN INMATE MAY VISIT WITH THEIR VISITOR FOR A PERIOD OF TWENTY (20) MINUTES. THIS TIME MAY BE LENGTHENED IF OTHER VISITORS ARE NOT WAITING TO VISIT, THIS WILL BE DETERMINED BY THE OFFICER INCHARGE OF VISITATION. THE VISITOR IS TO HAVE A CONTACT VISIT THEN THERE WILL BE NO TIME RESTRICTIONS.

RULES OF VISITATION: VISITORS ARE SUBJECT TO SEARCH. VISITORS WHO REFUSE TO BE SEARCHED WILL NOT BE SEARCHED AND THEY WILL NOT VISIT AN INMATE. IF THE VISIT IS TO BE CONDUCTED IN THE VISITATION ROOM OFFICERS SHOULD HAVE A PROPER REASON OR SUSPICION TO SEARCH VISITORS DUE TO THE FACT INMATES AND VISITORS ARE SEPARATED AND UNDER NORMAL CIRCUMSTANCES CAN HAVE NO CONTACT DUE TO THE PHYSICAL STRUCURE OF THE VISITING ROOMS.

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VISITORS RULES:

1. EACH VISITOR MUST HAVE A GOVERNMENT ISSUED PICTURE I.D.
2. EACH VISITOR MAY VISIT ONLY ONE INMATE PER VISITING DAY.
3. EACH VISITOR MUST COMPLETE THE VISITORS LOG IN ENTRY.
4. VISITORS MUST BE EIGHTEEN YEARS OF AGE.
5. VISITORS UNDER THE AGE OF EIGHTEEN YOURS OF AGE WILL NOT BE ALLOWED TO VISIT, UNLESS THEY ARE ACCOMPANIED BY ONE OF THEIR PARENTS OR LEGAL GUARDIAN.
6. VISITORS THAT ARE IMMEDIATE FAMILY MEMBERS WILL BE ALLOWED TO VISIT REGARDLESS OF AGE OR IF THEY CAN PRODUCE I.D ALL MEMEBERS WILL BE ENTERED IN THE VISITING LOG WITH ALL AVAILABLE INFORMATION. IMMEDIATE FAMILY MEMBERS ARE FATHER, MOTHER, DAUGHTER, SON OR A JUVENILE THAT THE INMATE IS THE LEGAL GUARDIAN OF.
7. VISITORS WILL NOT LEAVE ANYTHING FOR AN INMATE WITH OUT THE APPROVAL OF NA OFFICER.
8. VISITORS AND INMATES ARE EXPECTED TO ADHERE TO A CODE OF BEHAVIOR, WHICH IS DECENT, AND NON-OFFENSIVE TO OTHER VISITORS, INMATES OR STAFF.
9. VISITORS OR INMATES WILL NOT TAMPER WITH FIXTURES OR BUILDING STRUCTURE IN ANY WAY.
10. VISITORS AND INMATES ARE PROHIBITED FROM SMOKING DURING THEIR VISIT.
11. ANY VISITOR WHO SMUGGLES CONTRABAND TO ANY INMATE WILL BE CHARGED WITH A CLASS C FELONY.
12. VIOLATION OF ANY VISITING RULE WILL RESULT IN AN IMMEDIATE TERMINATION OF THE VISIT.