

Memorandum

Date : December 27, 2007

To : Associate Directors, Division of Adult Institutions
Wardens

Subject : **INCREASE IN THE AMOUNT OF MONEY ALLOWED INTO THE INSTITUTIONS
BY VISITORS**

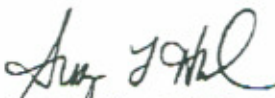
Based on requests from institutional staff and families who visit our prisons, a survey was conducted relative to increasing the dollar amount allowed into the institutions by visitors. This increase is necessary due to the rising cost of food and beverages in the visiting room. The last increase of this kind occurred in 2003.

Effective immediately, the authorized food and beverage money limits that visitors can bring into the visiting room will be \$50 for each adult and \$20 for each minor visitor. The Division of Adult Institutions is also currently in the process of incorporating a change to the Department Operations Manual, Article 42: Visiting, Section 54020.15, Allowable Items for Visitors in the Visiting Rooms. This revision will reflect the above monetary limits.

Effective immediately, each institution is to allow visitors to possess the authorized monetary levels. The requirement remains that the money will be in coins or one dollar bills only.

The Department continues to work toward developing a family friendly environment that will be an incentive to improve behavior and increase morale. This will also provide for a safer environment for inmates and staff.

If you have any questions, please contact Velda Dobson-Davis, Associate Warden, Female Offender Programs and Services, at (916) 323-2812.


SUZAN L. HUBBARD
Director
Division of Adult Institutions

cc: Tim Lockwood
Velda Dobson-Davis