



UNITED STATES GOVERNMENT  
**MEMORANDUM**  
Federal Correctional Institution  
Terre Haute, Indiana

---

DATE: December 22, 2006

REPLY TO /s/  
ATTN OF: T. R. Henry, CMU Unit Manager

SUBJECT: Visiting Procedures - CMU

TO: All Concerned

As far as visiting procedures are concerned, the following guidelines are conveyed to help you in understanding the visiting program for the Communication Management Unit at FCI Terre Haute, Indiana:

All social, pastoral and special (non-legal) visits will be conducted in a non-contact nature. No contact between inmates and (non-legal) visitors is permitted by the Federal Bureau of Prisons.

Those individuals on previous visiting lists who are not immediate family members identified in your PSI do not carry over to your visiting list at FCI Terre Haute. This includes distant family members, friends, clergy, etc. Only immediate family members identified in your PSI are approved to be on your visiting list. All individuals who are requesting to be on your approved visiting list who are not immediate family members must re-apply for visitation approval just like they did previously. All individuals, regardless of their relationship with you, must also sign the Acknowledgment of Conditions for Visiting Inmates in D-Unit, FCI Terre Haute (Attachment C) prior to being approved to visit.

All non-legal visits will be conducted on weekdays. They must be scheduled with the Unit Team at least seven days prior to the scheduled visit. All visits are two hours in length.

Inmates are permitted by national policy four hours of social visiting per month.

All visits must be conducted in the English language unless previously scheduled and approved to be conducted in another language. No subsequent visits will be allowed without prior clearance of any previous visit(s).

If there are any questions, please contact any member of the Unit Team.