

VISITOR INFORMATION HANDOUT

INTRODUCTION

This pamphlet is designed to answer questions you may have about visiting someone at the Brandon Correctional Centre. The visiting program at Brandon Correctional Centre provides inmates the opportunity to receive visitors in order to maintain family, social and community ties. The visiting program is also conducted in a way to maintain the security of the Centre and the safety of persons through the use of screening methods, supervision and other required visiting controls.

A person wishing to visit an adult inmate at Brandon Correctional Centre must complete and have approved a "Visiting Application" form (BCC00012). This form is available at the reception desk or an inmate may mail you one if he wishes you to visit. Your completed visiting application may be mailed to this facility, with a **legible photocopy of picture identification, as well as identification reflecting a current address**. Acceptable identification is your Driver's Licence, Treaty Card, Student Card, Maple Leaf Card, MLC Card, Passport or an official piece of mail (such as a utility/ phone bill). If you are completing the visiting application in-person, our staff will photocopy the required identification at that time. Once your application is completed, you will receive a letter from BCC stating the outcome of your visiting application and some instructions on how to proceed for visiting. [It takes approximately 14 days to process an application]. There will be no visits until your application is approved. **ALL VISITS ARE NON-CONTACT ONLY AT THIS TIME.**

To arrange a visit you MUST phone the Visiting Line: 204-725-3532 Ext. 1000 and leave a voice message for the Officer in charge of visiting. They will return your call after 11:00 a.m. with a visit time (times are upon availability). An inmate is limited to ONE 45 minute visit per week. **If you phone after 11:00 a.m. Monday to Friday, on a Saturday, Sunday or a STAT holiday, your call will be not be returned until the next working day.**

Daily Visiting slots:

Morning	Afternoon	Evening
0900 - 0945	1315 - 1400	1900 - 1945
1000 - 1045	1415 - 1500	2000 - 2045
1100 - 1145	1800 - 1845	2100 - 2145

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VISITING MAY BE CANCELLED OR POSTPONED FOR OPERATIONAL REASONS WITHOUT NOTICE.

A visitor is only allowed one approved visiting application at a time. Special arrangements can be made for individuals with more than one immediate family member in custody.

The number of visitors allowed at one time, is limited to 4 (this includes children). 2 adults maximum, at any time. If you have questions about the schedule or wish to confirm your eligibility to visit, contact the Officer in charge of visiting at **204-725-3532 Ext 1000**.

Young persons (under 18 years of age) may be allowed to visit members of their immediate family (exception - Court Orders). Prior approval is necessary. Young persons wishing to visit inmates, who are not immediate family, must be accompanied by either a parent or legal guardian (proof of legal guardianship may be required).

SPECIAL VISITS

Special visits may be arranged in exceptional circumstances for persons travelling long distances, family counselling, compassionate reasons or other causes. Such visits are subject to the discretion and approval of the Officer in charge of visiting. Approval of such visits will require the visitor to provide adequate identification.

LOSS OF VISITING PRIVILEGES

You may lose visiting privileges if you attempt to introduce or remove any unauthorized article to/from this Centre. In some situations, this may also result in criminal charges. You may also lose visiting privileges for inappropriate or disruptive behaviour during visiting. A denial of visiting privileges may be appealed by submitting a written request to the Superintendent of this facility.

CANCELLING VISITS

Visitors are required to cancel a scheduled visit approximately 24 hours prior to the visit. Visitors, who repeatedly cancel or do not show up for visits, may have their visiting appointments modified/cancelled.

PARKING

Visitors who drive onto Brandon Correctional Centre property are required to park their vehicles in the designated parking area for visitors. All vehicles should be locked and are not to be left running. Children (under 18 years of age) are not to be left unattended in the vehicle. **Parking is the North East lot - or on the West Service Road.**

Upon entering the Centre, visitors shall:

- a. Place all handbags, outer clothing, hats, tobacco products, cigarette lighters, valuable items, electronic devices (pagers, cell phones) etc., in an available locker at the main entrance (you will require a quarter to lock the locker).
- b. No food or drink shall be permitted into the visiting area with the visitor.
- c. At the visiting reception desk, identification bearing your picture and current address are required.
- d. Visitors in possession of prescribed medication shall inform the staff at the reception desk. Under no circumstance will prescribed medication be permitted into the visiting area. All required medication should be taken before entering the visiting area.
- e. In compliance with the Province of Manitoba regulations, smoking is not permitted.
- f. Visitors with babies will be permitted one diaper and one baby bottle only. Baby seats/child carriers are to be left in the front entrance area.

CLOTHING

Visitors will be appropriately dressed for the occasion. Visitors will not wear clothing that is too tight, low cut, or revealing (i.e. shorts, swim suits, beach dress, sheer clothing etc.). Visitors who do not dress properly will be refused admittance to the visiting area. In addition, footwear (shoes) are mandatory. Inappropriate clothing may also include clothing items that are clearly gang related (i.e. colours); or carry a message or logo that is derogatory or inflammatory (i.e. racial slurs).

SEARCHES

Any person wishing to visit an inmate may be subject to a non-intrusive search or other method of contraband detection prior to admittance. A visitor can refuse to be searched, however, this will be recorded and visiting privileges will be amended or denied accordingly:

Non-intrusive search -non- physical contact search of body or use of electronic method or both. Outer garments (coats, etc.) and carry bags subject to inspection.

- a. First refusal - restricted visits for 30 days.
- b. Second refusal - visiting privileges denied for 60 days.
- c. Third refusal - visiting privileges denied indefinitely.

Visitor's vehicles are also subject to search when on Brandon Correctional Centre property.

Where the Administration has reason to believe that a visitor has in his/her possession items which are contrary to the provisions of the Criminal Code of Canada, Liquor Control Act or any other legislation, the Brandon Police Service will be notified.

MONEY

A kiosk in the front lobby will be available to deposit money for all provincial inmates in Brandon Correctional Centre **AND** other provincial institutions in Canada. The 7 digit, inmate number (PIN) will be required to deposit money into the inmate's account. Deposits can be made to a trust account or a prepaid phone account.

MAIL/PROPERTY

Mail must be placed in an envelope that will fit in the slot of the mailbox, located just outside the main door. All envelopes left in this mail box must be clearly marked with the inmate's name, as well as your name. The mail in this box will be distributed as per the mail policy (not same day). If the envelope/picture does not fit in the slot of this mail box, it will **not** be accepted by staff]. NO property will be dropped off during the visit, unless previously approved by the Unit Manager.

DRUGS/CONTRABAND IN CORRECTIONAL CENTRES

You may be exposed to drug and contraband detection methods such as a passive drug detection dog or Ion Scanning. **NOTE: IF DRUGS ARE DETECTED, A LOSS OF VISITING PRIVILEGES MAY BE THE RESULT.**

Some reasons your visit may not be allowed are as follows:

- a. Security reasons
- b. Suspected of being under the influence of drugs or alcohol
- c. Disruptive or abusive behaviour
- d. Refusing to be searched
- e. Insufficient identification
- f. Inmate refusing to meet with his/her visitor(s)
- g. Inappropriate clothing
- h. If you have been on remand or sentenced status in a federal or provincial correctional centre within **ONE YEAR** prior to requesting visiting privileges. (This does not include I.P.D.A.'s or Arrestee's)

We believe in eliminating serious incidents related to drug use in Centres. Drug use can cause serious harm to the users, including fatal health problems, accidental overdose, suicide or the spread of infectious diseases such as hepatitis or HIV/AIDS. In addition, it can cause acting-out behaviours (e.g. fighting) by the user against others.

We believe in eliminating violence and other criminal behaviour related to drug trafficking activities in Centres. Trafficking threatens and endangers inmates because of the tactics of ringleaders that result in assaults and even deaths of inmates at the hands of other inmates. This violence and extortion is also extended to the families and visitors of inmates, and to others in the community who become involved in this vicious circle. Trafficking also creates a source of tension, frustration and safety risks for staff who are responsible for the safe and humane custody and control of the inmate population.

We believe in better access to substance abuse programming and other treatment programs that contribute to reducing drug use and trafficking. Drug trafficking and substance abuse have a damaging effect on life within the Centre. They undermine treatment and programming objectives, which are designed to actively assist and support the inmate's eventual reintegration into the community. Manitoba Corrections offers an array of programs and activities as an effective measure to reduce dependency on drugs and to minimize the factors that can lead to drug use such as boredom, despair and fear.

VISITORS CAN PLAY AN IMPORTANT ROLE IN THE FIGHT AGAINST DRUGS

Manitoba Corrections recognizes that some visitors are pressured by others to smuggle drugs and money into a Centre or to perform other acts that are illegal or that contribute to illegal drug activity.

In the short term, this may seem to be a solution to an immediate problem but in the long run, the visitor is not helping anyone. In doing so, visitors put themselves in danger and conflict with the law and they put the person they are visiting and our staff at risk. Drug use and trafficking by inmates within correctional Centres increase the chance of injuries, threats, "muscling" and other violence related to the drug trade.

A number of options are available to visitors and inmates who are being pressured into drug use or trafficking. Anyone who is being pressured in such a manner is encouraged to contact the Superintendent of the Centre who is in the best position to resolve the situation or refer the visitor to the right person or organization for assistance. Visitors can remain anonymous in their requests for help.

Visitors can play an important role in stopping the trafficking and use of drugs in Centres. We encourage your participation in helping to ensure a safer and more productive correctional environment for yourselves, the inmates and the Centre.

Visitors who take part in using and trafficking on Centre premises will be subject to the full extent of the law. This will be arrest and prosecution where warranted. Furthermore, if there are children involved, then child welfare will be notified. Those visitors will also not be allowed to return to Manitoba Centres for indefinite lengths of time and not without a thorough security review. While on Centre property, visitors are governed by the policies of the Manitoba Department of Corrections, the legislation in the Manitoba Corrections Act, and the Criminal Code of Canada.

Visitors and inmates are to be aware of and follow the rules and regulations mentioned above and conduct themselves accordingly. If you have problems, questions or suggestions or, if you are aware of any SUICIDAL thoughts expressed by an inmate, please discuss them with the on-duty S.O.M. (Shift Operations Manager) or by calling (204)725-3532 Ext 2239.

Our mailing address is:

Brandon Correctional Centre
375 Veterans Way
Brandon, Manitoba
R7C 0B1

(Make sure your name and the inmate's name appears on all correspondence)



**CRIME STOPPERS PAYS “REAL” CASH REWARDS FOR
INFORMATION LEADING TO THE SOLUTION OF ANY
UNSOLVED CRIME**

