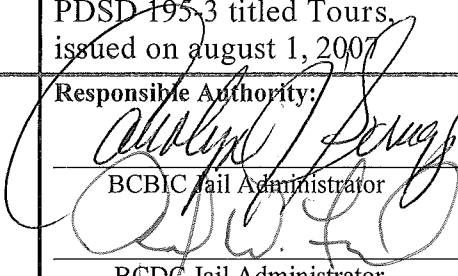
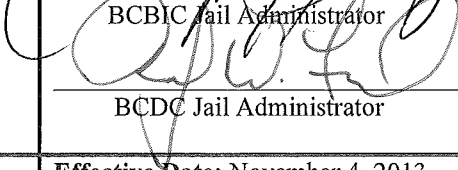




Facility Directive



Title: Tours	Facility Directive Number: CRDET 195-0003
Related MD Statute/Regulations: N/A	Supersedes: PDSD 195-3 titled Tours, issued on August 1, 2007
Related ACA Standards: N/A	Responsible Authority:  BCBIC Jail Administrator  BCDC Jail Administrator
Related MCCA Standards: N/A	Effective Date: November 4, 2013 Number of Pages: 2


Wendell France
Regional Executive Director


Carolyn A. Atkins
Director of Detention

.01 Purpose.

This directive establishes written policy and procedures governing public tours of Central Region Detention Facilities.

.02 Scope.

A. This directive is applicable to the Central Region Detention Facilities excluding Chesapeake Detention Facility and Community Supervision:

- (1) Baltimore Central Booking and Intake Center; and
- (2) Baltimore City Detention Center.

.03 Policy.

- A. Touring by the public is permitted at the discretion of the Regional Executive Director and in coordination with the facility's Jail Administrator or designee.
- B. Tours are subject to change or cancellation due to current security conditions.

.04 Definitions.

There are no definitions needed for this directive.

.05 Responsibility.

Directive Number CRDET 195-0003

The Facility's Public Information Officer is responsible for coordinating the response to tour requests and shall:

- A. Forward requests for approval along with pertinent information to the facility's Jail Administrator and Chief of Security;
- B. On receipt of the facility's written response, provide a copy to the Regional Executive Director and request final approval for the tour;
- C. Communicate the final determination to the requestor, and when appropriate, relay necessary information regarding:
 - (1) Dress code;
 - (2) Contraband; and
 - (3) Other necessary information.
- D. In conjunction with security, develop a written itinerary appropriate for approved tours.

.06 Attachment(s).

There are no attachments to this directive.

.07 History.

- A. This directive replaces PDSD 195-3 titled, Tours, issued on August 1, 2007.
- B. This directive supersedes provisions of other existing Detention communication with which it is in conflict.

.08 Distribution.

B