

Powder River

July 4, 2025

Adults in Custody (AIC) Newsletter

Month of
June

Fire
Camp
Support
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Family
Event
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Native
American
circle
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FRI July 4 th	SAT July 5 th	SUN July 6 th	MON July 7 th	TUE July 8 th	WED July 9 th	THU July 10 th
						
H: 80 L: 48	H: 82 L: 49	H: 86 L: 53	H: 89 L: 56	H: 92 L: 59	H: 94 L: 58	H: 94 L: 58
Partly Cloudy	Partly Cloudy	Mostly Sunny	Sunny	Mostly Sunny	Sunny	Mostly Sunny

Powder River Correctional Facility

Annual Family Event

Saturday, August 2, 2025 from 11:15 am to 3:15 pm

Last, First	SID#	Relationship	Cost
		Self	\$10.00
Guest Name	Guest Age	Guest Relationship	Guest Meal @ \$10.00 each
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
Family Event Donations			
Total			

Menu: BBQ Hot Dogs & Hamburgers, BBQ Beans, Potato Salad, Chips, and Cookies.

Veggie Burgers available upon request

No charge for children under 2 years old

This order form must be **RECEIVED IN ADMIN** by **July 25, 2025**

Oregon Department of Corrections
REQUEST FOR WITHDRAWAL OF FUNDS

Facility: _____ Unit/Bunk #: _____ Date: _____

SID #: _____ Inmate Name (Print): _____

(MI) _____ (Last) _____ (First) _____

Purpose: **Tenth Annual Family Event** Amount: \$ _____

Pay To/Send To: **Account #2564**

Address: _____

(Zip Code) _____ (Street) _____ (Apt#) _____ (City) _____ (State) _____

I understand that in signing this inmate trust account withdrawal request, I have consented to the withdrawal of funds from my account by the Oregon Department of Corrections in the amount stated on the request. I also understand and agree that if sufficient funds are not available in my account at the time this withdrawal request is presented to the Department's Central Trust office (or field office) for processing, the Department has my consent to continue to withdraw funds that may in the future be deposited in my account, without notice or hearing, until it has recovered funds sufficient to satisfy the amount stated on the withdrawal request. I understand that optional medical service requests will be returned NSF if there are not sufficient Funds in my account.

Adult in custody Signature: _____

stamped envelope**

** Note: If check request, you must provide a pre-addressed,

Adults in Custody – Do Not Write Below This Line

☐	Staff Review	☐
--------------------------	-------------------------	--------------------------

Check

Funds Tran

☐

Request

Withdrawal

To the best of my knowledge, the above signature & SID are Correct.

Authorized Signature(s) _____

Central Trust Use Only
Balance: \$ _____

Date: _____

Effective immediately, AICs can submit Visiting Applications electronically via the tablets!

With this simplified option available, Visiting Services will no longer accept applications submitted by counselors and/or support staff, on behalf of an AIC.

This change is to ensure consistent, adequate and equitable services for all!

If possible, please share with others at your facility that may be impacted by this update. Please do not hesitate to reach out with any questions. Thank you for your continued partnership!

The power of compound exercises

Some exercises provide high calorie burn while also building muscular strength and endurance. For example, compound (or multi-joint exercises) like deadlifts work large muscle groups around multiple joints (shoulders, hips, knees).

Because they involve more muscles and often increase your heart rate, they use more of your body's energy — aka, burn more calories. Plus, compound exercises require more stabilization (hello core muscles!) than single-joint exercises like bicep curls.

Some examples of compound exercises include:

- Squat to Press (perform 2–3 sets of 12–15 reps)
- Deadlift to Row (perform 2–3 sets of 12–15 reps)
- Power Step Up (perform 2–3 sets of 8–10 reps per side)
- Incline Push-Up (perform 2–3 sets of 12–15 reps)
- Kettlebell Swing (perform 2–3 sets of 12–15 reps)
- TRX Single-Leg Row (perform 2–3 sets of 8–10 reps per side)
- Battle Rope Alternating Wave (perform 2–3 sets of 25–30 reps per side)

• What is the best time to work out for weight loss?

- The best time to work out for weight loss — or any reason! — is whenever you can consistently fit it into your schedule. Some find morning workouts to be most effective, as they can complete their routine before the day's activities interfere. Others prefer evening sessions. Ultimately, the best time to work out is when you're least likely to skip it.
- When it comes to building an ideal weekly workout plan, look at the commitments you have throughout the week as well as what times during the day you have the most energy to dedicate to exercising.

NOTICE:

**Currently, BTI is NOT scheduled for classes at PRCF.
At the time a contract is secured and BTI schedules a time to
conduct classes at Powder River, AICs will be notified and
provided the opportunity to apply.**

**Until then, please DO NOT inquire about dates/times for BTI
classes from staff. Thank you**

PRCF AIP TRANSFERS -

2024 the decision was made to ensure all Adults in Custody (AIC) participating in the Alternative Incarceration Program (AIP) are transferred to correctional facilities closer to their county of record prior to the beginning of the non-prison leave (NPL). The goal of this change was to ensure individuals releasing from the Oregon Department of Corrections (ODOC) can return to their communities and report for supervision in the most timely, safe, reliable, and efficient manner possible. Earlier this year, conversations began addressing concerns related to AICs not being able to take advantage of the full AIP program due to transferring out up to two weeks prior to their program completion and beginning of their NPL. The concerns were viable, and the department wants to ensure AICs can take full advantage of the services AIP provides. To ensure an AIC can complete the program prior to transferring to a closer facility for release onto NPL, the decision was made to extend the time between the institution program completion date and the date the NPL begins. Reentry and Release personnel, specifically release counselors, will set NPL start dates 14 days after the program completion date. If the NPL start date falls on a weekend or holiday, the NPL start date will be set to the last business day prior to the weekend or holiday. If you have questions related to this process change, please contact your treatment team.

SEASONAL RECRUITMENT

Adults in Custody FIRE CAMP SUPPORT

UPDATE

PRCF is recruiting for Fire Camp Support (not fire suppression at this time).

To qualify for this exciting opportunity, you:

- Must be a Classification Level 1 Unfenced.
- Your projected **release date or start date of eligibility window for treatment program** should be after **8/1/25**.
- AICs in treatment program **CANNOT** participate in the fire crew at this time.
- You must be medically approved to work in the forest. **Camp Support and Fire Suppression has the same medical review protocol.** You must be reasonably fit to perform the duties of the assignment with no asthma or heart conditions.
- You must be approved by your counselor **(Do not request authorization from your counselor. Please submit application directly to Ms. Pimentel)**
- There are limited training spots.

You will be automatically disqualified if you:

- Have been convicted of a sexual offense, including attempts
- Have been designated “predatory” in any State
- Have been convicted of Arson or attempt

Working even in the fire camp support can be long hours, hard, strenuous work. The hours can be 10-16 hours a day in inclement weather over uneven terrain, requiring climbing, bending, stooping, digging, and lifting up to 50 pounds repetitively. **No pack test is required.** If you are selected, you will be trained in First Aid and CPR Certification and Food Handlers card.

Camp Support is awarded of the following:

- PRAS of **14 points per day, plus**
- Meritorious award of **\$12.50 per day** on fire camp, **plus**
- Reentry Savings account of **\$12.50 per day** on fire camp

If you believe you meet the above criteria and would like to be considered for this work opportunity, please send a complete application form to

Ms. Pimentel, IWP Coordinator.

IWP Position

NEW HOPE – POWDER PALS PROGRAM

Interested AICs are welcome to apply

New Hope for Eastern Oregon Animals (New Hope – Powder Pals) partnered with the Powder River Correctional Facility, Oregon Department of Corrections, since early 2011. A key focus of this work has been the ability to provide meaningful work for inmates in training homeless dogs. More specifically, the program assists homeless dogs lacking obedience skills and behavioral issues that limit the animal's ability to be re-homed successfully. New Hope for Eastern Oregon Animals is a Private Non-Profit whose purpose is to improve the lives of animals through kindness, understanding and respect. Their purpose is to rescue and rehabilitate animals in Eastern Oregon, increase awareness of animal well-being through education, and encourage a caring and safe environment for animals.

Work duties will include are but not limited to the following:

- Always follow the training program. Failure to follow the program will result in immediate removal from the program and may result in disciplinary action.
- Conduct or assist with scheduled training sessions.
- Conduct or assist with socialization of the animals.
- Follow the schedule of activities for the animals.
- Exercise animals daily.
- Keep a daily log of the animal's progress in the program.
- Feeding and watering following recommended daily amounts.
- Remove solid waste from kennel areas (inside and outside), and any other area as needed using approved Personal Protective Equipment (PPE).
- Clean kennel area (inside and outside) using appropriate chemicals and PPE.
- Must be willing to work in a variety of weather conditions.

Qualifications for opportunity to apply:

1. In compliance with DOC Case Plan
2. No major misconduct reports within the last 6 months
3. Minimum of 6-8 months remaining on sentence
4. No history of animal neglect or abuse
5. Willingness to work as a team, open to new training ideas, willingness to make a difference to an animal.
6. Be motivated for change and have a good attitude.
7. Must be able to lift 50 lbs.

IF YOU ARE INTERESTED, PLEASE SEND AN APPLICATION FORM TO MS. PIMENTEL, IWP COORDINATOR

July 2025

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4 4 th of July	5
6	7 Turn in CD-28s for tickets by 9pm	8	9	10 PRAS Payday	11 Coffee, Photo & Activity Tickets A&O CLASS	12
13	14 Turn in CD-28s for tickets by 9pm	15	16	17	18 Coffee, Photo & Activity Tickets A&O CLASS	19
20	21 No CD-28's For coffee or activities	22	23	24	25 A&O Class	26
27	28 Turn in CD-28s for tickets by 9pm	29	30	31	1 Coffee, Photo & Activity tickets A&O Class	2



Financial Services

Informational Briefing

AIC Debt and Obligation Information

Note: Although the transitional savings trust account is considered an obligation, funds collected are owned by the AIC. Per ORS 423.105, 5% will be collected from eligible deposits and placed into the transitional savings trust account. Funds in the transitional savings trust account are not available until the AIC releases from ODOC custody.

Court Ordered Financial Obligation (COFO)	- Collected from eligible deposits per ORS 423.105 10% collected for COFO(s) from eligible deposits until the transitional savings trust account reaches \$500 - Then, 15% collected for COFO(s) from eligible deposits until obligation(s) are satisfied	- The department does not have case-specific information regarding COFOs; AICs are encouraged to contact the court of record regarding their COFO details - COFOs are not the same as County and US Court filing fees. Examples of COFOs are restitution, fines, fees, & child support - COFOs will continue to collect during the Holiday Buying Period
DOC Debt	- Collected from eligible deposits - Additionally, collections shall occur the last business day of the month per OAR 291 Div. 158 if funds are available	- DOC debt includes but is not limited to debt incurred from various disciplinary fines, copy, and postage advances - DOC debt is due upon receipt; if/when funds are not available; funds are advanced and set-up as debt - Monthly, AICs may spend up to \$40 of the first \$80 deposited into general spending - DOC Debt may be suspended during the Holiday Buying Period unless a new disciplinary fee is applied
County Court Deferred Filing Fee Obligation	- Collected as funds become available - Multiple collections may occur throughout the month - Additionally, collections shall occur the last business day of the month	- County obligations refer to deferred county filing fees - These obligations are incurred when an AIC <i>elects</i> to file with the court and the court approves a deferred filing fee - County Court fees will continue to collect during the Holiday Buying Period
Initial Federal / US Court Filing Fee Obligation	- Collected as funds become available - Multiple collections may occur throughout the month - Additionally, collections shall occur the last business day of the month	- Initial Filing fees can be collected in total and are due upon receipt - These obligations are incurred when an AIC <i>elects</i> to file with the court and the court approves a deferred filing fee - Initial Federal/US Court filing fees will continue to collect during the Holiday Buying Period
Federal / US Court Deferred Filing Fee Obligation	Collected around the beginning of the month	- General filing fee collection amount determined by the previous month's deposit(s) 20% of previous months deposits multiplied by the number of cases is deemed collectable - Federal/US Court Deferred filing fees will continue to collect during the Holiday Buying Period



Financial Services

Informational Briefing

Court Ordered Financial Obligations (COFOs)

What are Court Ordered Financial Obligations (COFOs)?

COFOs are financial obligations owed by an Adult in Custody (AIC) assigned during a legal proceeding. COFOs may consist of restitution, fines, fees, child support, or civil judgements including money owed to a victim. *Note: COFOs are not the same as County and U.S. Court Filing Fees.*

Why does the Department of Corrections (DOC) collect COFOs?

Oregon Revised Statute (ORS) 423.105 became law in 2017, directing DOC to collect COFOs on behalf of the Oregon Judicial Department (OJD) and the Department of Justice (DOJ).

How are COFOs collected?

COFOs are collected from eligible deposits, or deposits that are not protected from debt and obligation collection. Examples of eligible deposits include AIC performance monetary awards (PRAS) and moneys received from an AIC's family or friends.

10% of each eligible deposit is collected until the AIC's transitional savings has reached \$500. After the AIC's transitional savings has reached \$500, 15% of each eligible deposit is collected for COFOs until those obligations are satisfied.

Who do I contact if I have questions about COFOs?

DOC is unable to provide case-specific information. AICs with questions or concerns about their COFO details should contact OJD/DOJ or the appropriate court of record.



Oregon Judicial Department (OJD)
Business and Fiscal Services
Division
Attn: Collections
1163 State St
Salem OR 97301

Department of Justice (DOJ)
Division of Child Support
PO Box 14680
Salem, OR 97309
(800)-850-0228

Questions?

AICs may submit an AIC Communication form to Business Services (electronic communication option preferred & available on the tablet). Friends and Family may submit questions to dldoctrustinfo@doc.state.or.us.

PRCF Contact Mentor Program Contact Information: *If you have questions regarding the Contact Mentor Program or the Oregon Way, or if you would like to participate in the program and be assigned to a mentor, please feel free to send an AIC Communication to Ms. Hoopes.*

Security		New Directions Northwest
Lt. Robbins		
Sgt. Gray		
Officer Hill		
Officer Martin		
Officer Gonzalez		
Officer Lefever		
Officer Chavez		Administration
Officer Endersby		Mr. Folden—Physical Plant Manager
Officer Erickson		Mr. Thomas—Physical Plant
Officer Kisor		Ms. DeVore--Administration
Officer Leal		Ms. Geddes—Correctional Rehabilitation Mgr.
Officer Lopez		Ms. Hoopes—Correctional Counselor
Officer Thompson		Ms. Bronnenberg-Physical Plant
Officer Willmarth		Mr. Clark—Superintendent
Officer Spriet, S		
Officer Herrick		

FLAGGING CLASS

WEDNESDAY, JULY 23RD, 2025

THERE ARE 15 SPOTS AVAILABLE FIRST COME FIRST SERVE

CLASS IS \$100.00 PER AIC

NOTE: CERTIFICATION LAST FOR 3 YEARS.

Upon completion, you will be certified for road-working and flagging jobs in Oregon, Washington, Idaho, and Montana.

Wages in this job industry are climbing, as is the demand for certified workers within this field, so this is a great opportunity for anyone interested in a hands-on career, working outdoors and with the community. Also, most flagging companies are felon friendly! **The Class will run approximately four hours, at the end of which will be an open-book exam. The class is offered 2-3 times per year. Must be one year or less to release to take the class. To sign up – send a kite with a CD-28 to Ms. Suing at PRCF. Please make the CD 28 payable to Keith Radabaugh. If you have any further questions, please kite Ms. Suing, Transition Coordinator.**

All Kites and CD 28's must be turned in by Monday July 14th, 2025, to be entered into the class.

The History Place™

This Month in History

July 4, 1863- Vicksburg, the last Confederate stronghold on the Mississippi River, surrendered to General Grant and the Army of the West after a six week siege. With the Union in control of the Mississippi, the Confederacy was effectively split in two, cut off from its western allies.

July 5, 1775- The Continental Congress adopted the Olive Branch Petition expressing hope for a reconciliation with Britain. However, King George III refused even to look at the petition and instead issued a proclamation declaring the colonists to be in a state of open rebellion.

July 6, 1885 - Louis Pasteur gave the first successful anti-rabies inoculation to a boy who had been bitten by an infected dog **June 30, 1971** - The 26th Amendment to the U.S. Constitution was enacted, granting the right to vote in all federal, state and local elections to American citizens 18 years or older. The U.S. thus gained an additional 11 million voters. The minimum voting age in most states had been 21.

July 7, 1898 - President William McKinley signed a resolution annexing Hawaii. In 1900, Congress made Hawaii an incorporated territory of the U.S., which it remained until becoming a state in 1959.

July 8, 1943 - During the Nazi occupation of France, Resistance leader Jean Moulin died following his arrest and subsequent torture by the Gestapo. He had been sent by the Allies into France in 1942 to unite the fledgling Underground movement. In June of 1943, he was arrested in Lyon, tortured for eleven days but betrayed no one. He died aboard a train while being transferred to a concentration camp

July 9, 1868 - The 14th Amendment to the U.S. Constitution was ratified. The Amendment defined U.S. citizenship and prohibited individual States from abridging the rights of any American citizen without due process and equal protection under the law. The Amendment also barred individuals involved in rebellion against the U.S. from holding public office.

July 10, 1943 - The Allied invasion of Italy began with an attack on the island of Sicily. The British entry into Syracuse was the first Allied success in Europe. General Dwight D. Eisenhower labeled the invasion "the first page in the liberation of the European Continent."



Prison Rape Elimination Act (PREA Information)

The Oregon Department of Corrections (ODOC) has a zero-tolerance policy for sexual abuse, sexual harassment and for retaliation for reporting an incident. You may report in person to any staff, through an AIC communication, through the grievance system, by calling the PREA hotline by making a language selection, then dialing 91 from any AIC phone.

Filing an Anonymous PREA Report

If you are uneasy about filing a PREA allegation, you may file an anonymous report with an outside agency. You may write to: Governor's Constituent Services Office 900 Court Street NE, Suite 254 Salem, Oregon 97301

Please indicate in the beginning of your letter you are filing a PREA allegation, and you are requesting to remain anonymous. The Governor's Office will refer all anonymous allegations to the DOC PREA Coordinator to assure an investigation is completed based off the information that is provided.

Opposite Gender Viewing/Announcements

Opposite gender staff announcement themselves when entering a housing unit by ringing a bell. This must be done any time the status quo of the gender supervision on a housing unit changes (if there is already an opposite gender staff on the unit then there is not needed to re-announce). When you hear the doorbell, opposite gender staff will be entering the housing unit so please make sure you are covered up appropriately.

It is also important you undress in the appropriate locations. If you are in a bunk area, there are cameras throughout the facility so the designated changing/bathroom areas are the only areas you should be without undergarments. Opposite gender viewing may happen incidentally when staff are conducting routine cell checks. You can minimize this by keeping aware of the gender of supervision in your housing unit and ensuring you cover up when possible.

Community-Based PREA Advocacy (Support) Program

ODOC has partnered with community based, confidential advocates of sexual abuse victims to provide services to AICs. AICs at ODOC who have experienced sexual abuse may reach a community-based advocate by making a language selection, entering your AIC PIN, then press 0*711 AIC telephone systems, or may request a private call through the PREA Compliance Manager at the facility. Advocates provide victims of sexual abuse information about their options, resources,

information, and emotional support. There is no charge for calls to advocates.

The community-based advocacy crisis line is for individuals needing assistance coping with sexual abuse related issues and should not be used for other purposes.

Telephone calls and mail with community-based advocacy centers is considered privileged communication and will be handled like legal calls/official mail. All advocacy calls are not monitored or recorded.

Advocates provide confidential support and crisis intervention, inform you about the investigation and medical examination process, educate you about healing from sexual abuse and offer resources and referrals.

Advocates will not tell you what to do, communicate with the institution unless you request them to do so and sign a release and will not provide legal advice.

Community-based advocacy centers provide sexual abuse support to people of all genders. Community-based advocates will not report unless you request them to do so and if you sign a release of information.

Just Detention International Headquarters is a national advocacy resource and can be reached at: 3325 Wilshire Blvd., Suite 340 Los Angeles, CA 90010

If you have any other questions regarding PREA, you may ask any staff member, write the PREA Compliance Manager at your institution, or you may write:

Ericka Sage PREA Coordinator Oregon Department of Corrections 3723 Fairview Industrial Drive, SE Salem, OR 97302

State of Oregon
Department of Corrections Commissary

DATE: TUESDAY, APRIL 08, 2025
TO: Adults in Custody
FROM: Dustin Hoffman, Distribution Services Statewide Operations Manager
SUBJECT: Commissary News, Updates and Reminders

News: _____

Due to year-end inventory, sales of the following pre-sale items will be suspended from
May 5th close of business - June 30th, 2025.

Incentive form

Incentive Order Form			
Please use my Protected Funds for this order		Please allow up to 6 weeks for delivery as we do not call an inventory of items.	
Signature Required		Your order was processed	
SID: _____		Shoe Order#	
Date: _____		Incentive Order#	
Name		TV Order#	
Institution	Last Block-Unit	First Cell-Bunk	

Any orders submitted for suspended items during this period will be cancelled. Normal sales of these items will resume beginning June 30, 2025.

Attention:
Croc footwear will only be worn in the housing units.



PRCF *NATIVE* AMERICAN CIRCLE

Native American sweat lodge

**1st Saturdays Of every month starting on June 7th 2025
From 7am To 3pm**

Native American Talk Circle/ Smudge

**Every Saturday of the week Starting in June 2025 From
9am to 10am**



Any certificates of completion from the app are provided directly from Edovo. ODOC staff do not provide these certificates. However, if their family or friends would like to contact Edovo on the AIC's behalf, they can obtain a transcript of the completed courses by filling out a "Request a Learner Transcript" form at edovo.com. This form is located at the bottom of the web page, under "Company." They will need the AIC's name, Edovo ID, DOB, and facility.

FOR CYPHERWORX:

CypherWorx offers a system where the incarcerated learner can generate a secure code to share their certificates and transcripts with designated individuals, such as family members or attorneys. This allows these individuals to access and download the learner's educational records. Here's how an incarcerated learner can generate this secure code:

1. Access their profile by clicking the profile image in the top-right corner of the screen.
2. Select "Transcripts" from the dropdown menu.
3. In the "Share Your Certificates" section, click "View Terms and Conditions," then click "I Accept".
4. A unique code will be generated.
5. Share this generated code verbally or in writing with the intended recipient, as long as it complies with facility security guidelines.

This page is designed for individuals who have been given a secure code by an incarcerated learner to access their completed training records. Here's what you can expect:

1. Access the page: Go to <https://cypherworx.com/certificates>.
2. Enter the code: You'll need to enter the code provided by the incarcerated learner.
3. Download: After entering the code, a download button will appear, allowing you to save the learner's certificates and transcripts.

Important Notes:

- This website is for one-way access only; you cannot use it to communicate with the individual who shared the code.
- By using this site, you agree to the terms and conditions and confirm you have permission to access the educational records.
- If you haven't received a code but need access, you can contact CypherWorx to request it.



**Releasing from prison soon?
Worried about employment
barriers due to your criminal
background? We would love to help
you.**

You must be 6 months to Release to attend the class.

Send a Kyte to Ms. Suing if interested ASAP

***Come to our class this July 16th 9:30-
10:30am here at PRCF.***

***Or contact our office for an
application and write us at:***

Opportunity Oregon
1045 Gateway Loop Ste C
Springfield, OR 97477

Our services are statewide and at no cost to YOU.

2025
TENTH ANNUAL

\$10 per person

Pre-registration required by
7/25/25. No charge for children
2 years old and under.

Family Event

**At Powder River
Correctional Facility**

Saturday, **Aug 2nd**

11:15 a.m. to 3:15 p.m.

- Snow Cones
- Face Painting
- Games & More
- Free 4x6 photo

Menu:

**BBQ Hot Dogs
& Hamburgers
Baked Beans,
Potato Salad,
Chips, and
Dessert**

- There will be no visiting on Saturday, only Sunday, August 2nd.. Visiting scheduling for Sunday will follow the regular process through ICS Corrections website .
- Registration does not guarantee approval; Adults in Custody will be notified one way or another.
- Media release and food release forms will be filled out by visitors at the front gate. Visitors will not be allowed to enter the facility without proper ID and filled out forms. Bring children's proper ID or birth certificate.
- Iced coffee drinks and Italian soda will be available for purchased with regular tickets (no special tickets needed)
- Please make sure to buy tickets before the event for you and your family.**
- Please submit completed Family Event order form with the names of your guests, their relationship to you and age, for those 17 and under, along with attached CD-28 to Ms. Geddes, CRM.
- Maximum of 5 guests per Adult in Custody. If there is an exception needed, please contact Ms. Geddes, CRM.
- All guests must be approved on your Approved Visitors' List.

ATTENTION—INCENTIVE LEVEL OVERRIDE REQUEST FORMS

Incentive Level Override request forms are located on your unit along with the other AIC forms. Please follow the directions and provide the necessary information in a clear and concise manner.

Please be sure to provide your information in a legible format.

Completed forms need to be submitted to Ms. Hoopes, MPB 505. **Incomplete forms will not be accepted.**

PLEASE NOTE: Incentive level override requests are behavioral based, not an absolute. AT ANY TIME, your behavioral history may be reviewed to determine an incentive level **INCREASE OR DECREASE.**

Override requests are reviewed in a firm, fair and consistent manner. If you have submitted a form, please be patient during the review process.

Once a decision is made, your form will be returned to you with a decision or a request for additional information.

Please contact Ms. Hoopes, DOC Counselor, if you have questions regarding the Incentive Level Override process.

The PRCF Muslim/Jummah prayer, also known as congregational prayer, performed by Muslims on FRIDAYS will officially recommence on Friday, July 11, 2025, in the chapel:

- Supervisor: Chaplain
- Time: 1:00 pm - 2:00 pm

All interested AICs should kyte the chaplain's office. Thank you.

Chaplain.

NARCOTIC ANONYMOUS

Program/counseling!

In the chapel: 12:40 pm - 2:00 pm Every

Thursday: Starting from ...

Thursday, June 26, 2025.

NB ... *interested AIC/s should do well to kyte the chaplain's.*

Office.

Thank
you.

Chaplain