

**QUESTIONNAIRE - FOR VOLUNTEERS**

**READ CAREFULLY.** Please print or type. The information requested will be used by officials of the Department of Corrections to determine whether your application will be approved. The information will be maintained in a file by the Community Resource Manager.

In accordance with the Privacy Act of 1974 (PL93-579), providing your Social Security Number is optional. Any omission or falsification on this questionnaire may be cause to deny you entry as a volunteer. **ATTENTION** Self-Help Group Volunteers: You will be notified via your coordinator when you have been approved/denied.

**Narcotics Anonymous**

**PROGRAM:** \_\_\_\_\_

1. YOUR NAME				FIRST		MIDDLE		LAST		HOME TELEPHONE NUMBER/AREA CODE (      )		
2. MOTHER'S MAIDEN NAME						2a. HAVE YOU EVER USED ANOTHER NAME? IF SO, PLEASE LIST						
3. BIRTHDATE (MONTH/DAY/YEAR)			AGE		BIRTHPLACE			CITY		STATE		COUNTRY
4. DRIVER'S LICENSE NUMBER AND ISSUING DATE				IDENTIFICATION CARD AND ISSUING DATE				5. SOCIAL SECURITY NUMBER				
6. PRESENT RESIDENCE ADDRESS (NUMBER AND STREET)						CITY			STATE		ZIP CODE	
7. IF DIFFERENT THAN RESIDENCE ADDRESS, PRESENT MAILING ADDRESS						CITY			STATE		ZIP CODE	
8. PREVIOUS ADDRESS (NUMBER AND STREET) WITHIN PAST TWO YEARS						CITY			STATE		ZIP CODE	

**NOTE:** Per Departmental Operations Manual, Section 31040.6.1.1, inmate relatives and inmate visitors shall not be considered nor allowed to become volunteers.

9. I VISIT OR HAVE VISITED, CORRESPONDED WITH, OR HAVE HAD AS A CRIME PARTNER AN INMATE IN PRISON, INSTITUTION.

NO     YES

If YES, complete item 9a. Attach additional sheet if more than two inmates.

9a. INMATE'S NAME	NUMBER	INSTITUTION WHERE YOU VISIT INMATE	RELATIONSHIP TO INMATE

10. HAVE YOU EVER BEEN ARRESTED?     NO     YES

11. HAVE YOU EVER BEEN CONVICTED OF A FELONY?     NO     YES

11a	OFFENSE	APPROXIMATE DATE	DISPOSITION: DISMISSED/PROBATION/JAIL/PRISON

CONTINUED ON BACK

12. Are you on probation?  
 NO  YES

Are you on Parole or Civil Addict Outpatient Status?  
 NO  YES

Are you a Former Jail or Prison Inmate?  
 NO  YES

12a. If you are a former inmate discharged from supervision, you must have the prior written approval of the Warden/Superintendent before volunteering will be permitted.

12b. If you are currently on probation, parole or civil addict outpatient status, you must submit a letter signed by your supervising agency and have the written approval of the Warden/Superintendent prior to volunteering.

13. Are you currently under any type of a court imposed program?  NO  YES  
If yes, please explain on another sheet and attach to this form.

14. Do you have any type of metal implant or prosthesis?  NO  YES  
If yes, please attach a verifying statement from your doctor.

15. If you are under 18 years of age, you must have the written notarized consent of a parent or legal guardian and be accompanied by a responsible adult who is also approved as a volunteer. The notarized written consent must be presented each time a minor volunteers unless prior approval has been obtained from the Warden/Superintendent. Emancipated minors must provide a copy of the court order.

I have read and understand the above information.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**TO BE COMPLETED BY INSTITUTION STAFF**

*NOTE: Return all applications with rap sheets to the Community Resources Manager for applicant notification.*

Security clearance conducted by: \_\_\_\_\_  
Print Name Initial Date

NAME	TITLE	INSTITUTION	DATE
	COMMUNITY RESOURCES MANAGER	FOLSOM STATE PRISON	

APPROVED

DISAPPROVED

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Individuals who are not employees of the California Department of Corrections (CDC), but who are working in and around inmates who are incarcerated within California's institutions/facilities or camps, are to be apprised of the laws, rules and regulations governing conduct in associating with prison inmates. The following is a summation of pertinent information when non-departmental employees come in contact with prison inmates.

1. Persons who are not employed by CDC, but are engaged in work at any institution/facility or camp must observe and abide by all laws, rules and regulations governing the conduct of their behavior in associating with prison inmates. Failure to comply with these guidelines may lead to expulsion from CDC institutions/facilities or camps.

SOURCE: California Penal Code (PC) Sections 5054 and 5058; California Code of Regulations (CCR), Title 15, Sections 3285 and 3415

2. CDC does not recognize hostages for bargaining purposes. CDC has a "NO HOSTAGE" policy and all prison inmates, visitors, and employees shall be made aware of this.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3304

3. All persons entering onto institution/facility or camp grounds consent to a search of their person, property or vehicle at any time. Refusal by individuals to submit to a search of their person, property or vehicle may be cause for denial of access to the premises.

SOURCE: PC Sections 2601, 5054 and 5058; CCR, Title 15, Sections 3173, 3177, and 3288

4. Persons normally permitted to enter an institution/facility or camp may be barred, for cause, by the CDC Director, Warden and /or Regional Parole Administrator.

SOURCE: PC Sections 5054 and 5058; CCR, Title 15, Section 3176 (a)

5. It is illegal for an individual who has been previously convicted of a felony offense to enter into CDC institutions/facilities or camps without the prior approval of the Warden. It is also illegal for an individual to enter onto these premises for unauthorized purposes or to refuse to leave said premises when requested to do so. Failure to comply with this provision could lead to prosecution.

SOURCE: PC Sections 602, 4570.5 and 4571; CCR, Title 15, Sections 3173 and 3289

6. Encouraging and/or assisting prison inmates to escape is a crime. It is illegal to bring firearms, deadly weapons, explosives, tear gas, drugs or drug paraphernalia on CDC institutions/facilities or camp premises. It is illegal to give prison inmates firearms, explosives, alcoholic beverages, narcotics, or any drug or drug paraphernalia, including cocaine or marijuana.

SOURCE: PC Sections 2772, 2790, 4533, 4535, 4550, 4573, 4573.5, 4573.6 and 4574

7. It is illegal to give or take letters from prison inmates without the authorization of the Warden. It is also illegal to give or receive any type of gift and/or gratuities from prison inmates.

SOURCE: PC Sections 2540, 2541 and 4570; CCR, Title 15, Sections 3010, 3399, 3401, 3424 and 3425

8. In an emergency situation the visiting program and other program activities may be suspended.

SOURCE: PC Section 2601; CCR, Title 15, Section 3383

9. For security reasons, visitors must not wear clothing that in any way resembles state issued prison inmate clothing (blue denim shirts, blue denim pants).

SOURCE: CCR, Title 15, Section 3171 (b) (3)

10. Interviews with SPECIFIC INMATES are not permitted. Conspiring with an inmate to circumvent policy and/or regulations constitutes a rule violation that may result in appropriate legal action.

SOURCE: CCR, Title 15, Section 3261.5, 3315 (3) (W), and 3177.

I HEREBY CERTIFY AND ACKNOWLEDGE I HAVE READ THE ABOVE AND FULLY UNDERSTAND THE IMPLICATIONS REGARDING MY CONDUCT AND ASSOCIATION WITH PRISON INMATES. I ALSO UNDERSTAND VIOLATION OF ANY OF THE ABOVE COULD RESULT IN EXPULSION FROM A CDC INSTITUTION/FACILITY OR CAMP WITH THE POSSIBILITY OF CRIMINAL PROSECUTION.

VISITOR'S NAME AND TITLE (Print)	VISITOR'S SIGNATURE	DATE SIGNED

DISTRIBUTION: Original Assistant Director, Communications

Canary - Warden's Office

Pink - Visitor

