



The Commonwealth of Massachusetts  
Executive Office of Public Safety & Security



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TO: All Massachusetts Department of Correction Inmates and Visitors  
FROM: Carol A. Mici, Commissioner of Correction  
Date: February 26, 2019  
RE: 103 CMR 483 – Visiting Procedures

The Department of Correction is instituting the following changes to the Visiting Procedures effective March 1<sup>st</sup>, 2019:

1. The maximum number of PRE-APPROVED visitors for Maximum Security level will be increased to eight (8) visitors.

NOTE: If an inmate's immediate family exceeds the maximum number allowed and the inmate only has immediate family listed on his/her visitor list, then exceptions may be made to exceed this number, upon request from the inmate and with the written approval of the Superintendent.

2. An inmate's visitor list may be revised every 120 days utilizing the Inmate Visitor Listing Form (Attachment 3 to 103 CMR 483). During the months of March, July and November, inmates may submit their requests for changes within the first 15 days of the month to the Director of Security for processing in accordance with facility procedure.

NOTE: It is the responsibility of the inmate to notify and inform his/her visitor(s) to submit a Visitor Application.

cc: File