



GOVERNMENT OF GUAM  
DEPARTMENT OF CORRECTIONS  
DIPATTAMENTON MANGNGURIHI  
MANGILAO, GUAM 96913

09 December 2020

MEMORANDUM

**To:** Director Joe Carbullido  
**Via:** Channels  
**From:** OIC VPC  
**Subject:** Request for regular Incoming  
**Reference:** ACF Inmates/Detainees

Department of Corrections

DEC 10 2020

Director's Office

Received By: *KRHS 12/10/20*

Sir I am humbly requesting your approval to afford the Inmates and Detainees of the Adult Corrections Facility to receive Regular Incoming. I am requesting to afford the Inmates and Detainees items that are indicated on the authorized Incoming form (see attached) with respect to housing unit authorized items. ie post 6 not authorized coffee, quarters and popcorn.

This operation will follow the same operations plan as the prior incoming operations plan prior to the cancellation of the last incoming due to the Pandemic crisis.

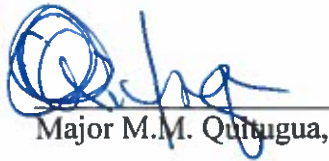
Schedule for the Incoming will be from 0830 to 1130 and 1230 to 1630, unit schedule as follows;

Tue 15 December 2020	Post 9 and 24
Wed 16 December 2020	Post 17
Thu 17 December 2020	Post 6
Fri 18 December 2020	Post 2,3,4, 8
Sat 19 December 2020	Post 25A and 25
Mon 21 December 2020	Post 29
Tue 22 December 2020	Post 16
Wed 23 December 2020	Post 5 (Hygiene only)
Thu 24 December 2020	Post 18 (Hygiene only)

This operation will be a curb side drop off at VPC. Visitors will not be permitted to exit their vehicles at any time. All items will be decontaminated using 70% alcohol solution. Item will be stored in the transport vehicle till items are ready to be delivered.

Only one visitor per vehicle will be allowed entry with the exception of Infants toddlers and or elderly visitors. Use of face mask and covid screening is mandatory. Non adherence will be subject to denial of entry.


I am requesting assistance from transport section as well as supply and Intake Property along with 2 recruits Post 10 for traffic control.

 / ~~/Concurred~~ / Non Concurred  
Major M.M. Quintigua, CFAS Operations Commander

 / ~~/Concurred~~ / Non Concurred  
Colonel A.P. Borja, Warden

 / ~~/Concurred~~ / Non Concurred  
Robert Camacho, Deputy Director

 Approved / ~~/Disapproved~~  
Joe Carbullide, Director of Corrections

  
Christopher J. Donato, CO III OIC VPC