

EXHIBIT B

State of California

Department of Corrections and Rehabilitation

Memorandum

Date: November 25, 2020

To: Associate Directors, Division of Adult Institutions
Wardens

Subject: **COVID-19 MANDATORY 14-DAY MODIFIED PROGRAM (3)**

The California Department of Corrections and Rehabilitation's priority is to protect the health and well-being of our staff and the inmate population, as well as providing a safe environment. The purpose of the memorandum is to announce measures intended to reduce staff and inmate exposure to the Coronavirus (COVID-19) by minimizing inmate movement throughout the State.

Effective Thursday, November 26, 2020, all institutions will implement a mandatory 14-day modified program. Each institution will be responsible for either creating or amending their current Program Status Report taking all of the following information into consideration:

- The entire institution will be affected, except for Restricted Housing Units, Correctional Treatment Centers, and Psychiatric Inpatient Programs, etc.
- Movement will be via escort – maintain increased physical distancing unless security would dictate otherwise (e.g. Administrative Segregation Unit placement). Movement will be in such a fashion as to not mix inmates from one housing unit with another housing unit.
- Feeding – Cell feeding or one housing unit at a time, maintaining physical distancing and disinfecting tables and high touch areas between each use
- Ducats – priority only
- Visiting – no contact visiting
- Video-Visiting - only for the designated institutions
- Family visiting - none
- Legal visits – urgent/emergency, via telephone or video conference where available. Board of Parole Hearings will continue with attorney contacts as required
- Workers – critical and porters. All workers shall use appropriate Personal Protective Equipment (PPE) at all times.
 - Refer to attached California-Prison Industry Authority essential Enterprises
 - Inmate Ward Labor or other mission critical, fire, life, safety construction projects shall continue, i.e., roofing projects, health care areas, HVAC, water, etc.

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- Showers – maintain distancing and disinfect between each use per memoranda: *COVID-19 Guidance for Daily Program Regarding Social Distancing for Cell or Alternative/Dorm Style Housing of Eight Person Cohort* dated, May 11, 2020, and *COVID-19 Related Cleaning Protocols for Institutions* dated, April 8, 2020.
- Health care services – limited to essential clinical services including urgent/emergent and by priority ducats. When applicable, such as no inmate movement at all, conduct 7362 rounds in the housing units.
- Request for Health Care Services Forms, CDCR-Form 7362, will be distributed and picked up in the housing units by healthcare staff when access to the 7362 box is restricted by movement.
- Medication(s) distribution – Wardens, please work with your Chief Executive Officers and Chief Nurse Executives to establish a process. When applicable, conduct podium pass within the unit. If movement to the yard, canteen, and/or feeding in the dining halls continues, med pass shall be maintained at the pill windows, maintaining physical distancing and not mixing inmates from different housing units.
- Law Library – PLU or paging option while maintaining physical distancing in the library
- Dayroom – maintain reduced occupancy to ensure increased physical distancing
- Recreation – One housing unit/dorm at a time. Do not mix inmates from different units.
- Canteen is permitted – shall be conducted in a manner to ensure physical distancing. If unable to accommodate physical distancing, facilitate delivery method
- Packages are permitted
- Phone calls are permitted – ensure physical distancing and disinfect between each use
- Religious programs shall be cell front, or deliver materials to the housing unit/dorm/cells
- Community Based Organization or volunteer program materials to be provided either cell front or to the dorm
- Educational materials to be provided either cell front, or to the dorm
- Transfer and inmate movement
 - Inter-Camp Transfers are permitted to comply with the reduction of Conservation Camps
 - Only essential moves approved via the movement matrix and via Population Management Unit in conjunction with Health Care Population Oversight Program

During this time, Community Resource Managers, Education Department staff, and others designated by the Warden shall facilitate the delivery of increased games, program materials, reading books, or other items to the housing units. Housing unit/dorm officers and supervisors are expected to conduct additional rounds and spot checks of inmates in an effort to reduce self-harm and/or suicide attempts.

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All institutions will be required to provide a copy of their Program Status Report, Part-A, to their respective Associate Director each day for this 14-day period. Institutions are expected to brief staff and inmate advisory committees on this directive as this modified program is currently only slated to be in effect for 14-days, through December 9, 2020.

Thank you for your continued efforts in managing this COVID-19 event. If you have any additional questions, please contact your respective Associate Director.



CONNIE GIPSON

Director

Division of Adult Institutions

cc: Kimberly Seibel
Charles Callahan
Patrice Davis
Justin Penney

**OPEN ENTERPRISES AS OF NOVEMBER 26, 2020- REVISED**

Institution	Enterprise
ASP	Egg
ASP	HFM
ASP	Laundry
ASP	Poultry
CAC	HFM
CAL	HFM
CCC	HFM
CCI	HFM
CCWF	HFM
CEN	HFM
CHCF	HFM
CIM	Food & Bev
CIM	HFM
CIM	Laundry
CIW	HFM
CMC	HFM
CMC	Laundry
CMF	HFM
COR	Dairy
COR	Food & Bev
COR	HFM
COR	Laundry
CRC	HFM
CTF	HFM
CVSP	HFM
CVSP	Laundry
DVI	Dairy
DVI	HFM
FSP	HFM
FWF	HFM
HDSP	HFM
ISP	HFM
KVSP	HFM
LAC	Chemical
LAC	HFM
LAC	Laundry
MCSP	Coffee
MCSP	Food & Bev

**OPEN ENTERPRISES AS OF NOVEMBER 26, 2020- REVISED**

MCSP	HFM
MCSP	Laundry
MCSP	Meat Cutting
NKSP	HFM
PBSP	HFM
PBSP	Laundry
PVSP	HFM
RJD	Bakery
RJD	HFM
RJD	Laundry
SAC	HFM
SAC	Laundry
SATF	Food & Bev
SATF	HFM
SCC	HFM
SOL	HFM
SOL	Laundry
SOL	Optical
SQ	HFM
SVSP	HFM
VSP	HFM
VSP	Laundry
VSP	Optical
WSP	HFM
WSP	Laundry