



Baptist Association of Greater Baton Rouge

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Executive Director

A Network of Cooperating Southern Baptist Churches

CONFIDENTIAL INFORMATION SHEET

(FOR ASSOCIATION USE ONLY)

**Please provide all of the information for the use by the Prison Ministry.
This information is necessary for BAGBR to begin the approval process.**

TODAY'S DATE: _____

NAME (as it appears on your driver's license): _____

ADDRESS: _____

CITY: _____ STATE/ZIP: _____

HOME PHONE: _____ WORK PHONE: _____

CELL: _____ EMAIL: _____

CHURCH AFFILIATION (What church do you attend):

Church: _____ City church is located: _____

REASON YOU ARE REQUESTING ENTRY INTO PRISON: _____

HAVE YOU HAD ANY PREVIOUS EXPERIENCE IN A CORRECTIONAL FACILITY? _____

IF YOU ARE CURRENTLY VOLUNTEERING IN A PRISON: WHICH PRISON: _____

Select the facility you desire entry: _____ Angola _____ LCIW _____ Hunt

Applicant's Signature Required *Date*

Volunteer Registration and Agreement Form

Printed Name: _____

Date of Birth: _____ Height: _____ Weight: _____ Race/Sex: _____

Social Security #: _____ Drivers License #: _____

Address: _____ City/State/Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Fax: _____ E-mail Address: _____

Have you ever been arrested? Yes _____ No _____ Have you ever been convicted of a felony? Yes _____ No _____

Are you now or have you ever been on probation or parole? Yes _____ No _____

If yes to any of the questions above, please explain (include charge, when, where, DOC number, parole or probation officer's name): _____

Aliases: _____

Are you related by blood or marriage to any offender housed in a Department facility? Yes _____ No _____

If so, whom? (Name, DOC # and location of offender): _____

Are you on the approved visiting list or phone list of any offender housed in the La. DOC? Yes _____ No _____

If so, (Name, DOC# and location of offender): _____

Have you ever been removed from service at this or any other state or local facility? Yes _____ No _____

If so, where? _____

Are you currently a volunteer at any other state or local facility? Yes _____ No _____

If so, where? _____

Sponsoring Organization: BAPTIST ASSOCIATION OF GREATER BATON ROUGE

Contact Person: Jan Terral Phone Number: 225 296-3943

NOTE: This form must be submitted to EACH institution where the volunteer desires to serve. The volunteer must be approved by EACH institution prior to service.

As a volunteer with the Department of Public Safety and Corrections (DPS&C), I hereby agree to abide by all policies, procedures; rules and regulations in the conduct of my activity. I will cooperatively serve at the discretion of the Unit Head. I understand that I am required to attend an orientation session and other training that may be necessary in order to be made aware of the policies, procedures, rules and regulations of the DPS&C, especially policies regarding confidentially, hostage situations and information on sexual assault and sexual misconduct. I also understand that any falsification of the above information, failure to comply with the policies, procedures, rules and regulations could result in my termination as a volunteer.

Signature of Volunteer _____

Date _____

Result of Criminal History Check:

Volunteer Approved: _____

Volunteer Not Approved: _____

Checked By: _____

INSTITUTIONS WHERE VOLUNTEER DESIRES TO SERVE

RULES AND GUIDELINES FOR VOLUNTEERS OR GUESTS

Below are rules meant as a brief summary of what is expected of volunteers or guests entering a Department of Public Safety and Corrections unit. Any problems, questions or concerns should be addressed to the staff contact or appropriate security person. By signature below, the volunteer or guest acknowledge and understand the importance of following these rules and guidelines and understands that violation of these or any other unit rule or guideline may result in immediate and future termination of service and/or removal from the unit.

All visits to the unit must be approved in advance by the Unit Head or designee.

All personal vehicles must be parked in the parking lot at the Front Gate (or other designated area) unless authorized to drive in.

When unattended, the vehicle must be locked with the windows up and the keys removed.

All guests are subject to a search of themselves and vehicle before entering the unit.

All vehicles, including the trunk area, will be checked by the Front Gate Security Officers upon leaving an institution.

Posted speed limits on institutional grounds will be adhered to.

Intoxicating liquors, weapons, drugs, cell phones or any other articles, substances or things that may be considered to endanger security will not be brought into or stored in any part of the unit. This includes a parked, locked vehicle.

No cameras, tape players, recorders, etc. can be brought into the unit without the express permission of the Unit Head or designee.

Nothing, including food items, drinks, metal utensils, religious literature, pamphlets, etc. is to be carried into the unit unless prior approval has been granted by the Unit Head or designee.

No one may enter the unit under the influence of alcohol or other intoxicants. An odor of alcohol is sufficient to deny entry. Medication must be checked at the Front Gate (or designated area) before entering the unit.

Institutional guests are not allowed to wear the following combinations of clothing since offenders wear these combinations: blue jeans and blue chambray shirt; blue jeans and a white tee shirt; blue jeans and sweat shirt; sweat suits or blue jean jackets.

Guests are allowed only in the area or areas where they have been given permission to be.

Unless authorized, no guest will bring anything to an offender, take anything from an offender or assist an offender in passing something to someone else.

Guests WILL NOT develop nonprofessional relationships with offenders, with an offender's family or with an offender's friends. This includes, but is not limited to, the writing of personal letters and making personal phone calls to offenders, offenders' family or friends.

No money can be given to an offender by anyone for any reason.

Sponsoring Organization: BAPTIST ASSOCIATION OF GREATER BATON ROUGE, 225 296-3943

Select the facility you desire entry: Angola LCIW Hunt

Signature of Volunteer Required

Date