

# TELEMARK PRISON

## Skien Section

POST BOX 2720 KJOERBEKK  
3702 SKIEN  
TELEPHONE NO : 004733207600  
E-post: Postmottak.telemark-fengsel@kriminalomsorg.no

### GUIDE-LINES FOR VISITORS

#### VISITING PERMISSION:

All prisoners are normally given the possibility to receiving one visit per week, for one hour. Due to prison security regulations, and taking into account the type and grade of sentence each prisoner is serving, the prison authorities are required to apply individual restrictions to whom – and to the number of visitors the prisoner can have.

The above-mentioned means that an individual application for visiting permission is required. Fill out the attached application form with name, date of birth and address, and send to Skien Prison.

To be able to consider the application the prison authorities are obliged to check if the applicant, i.e. the visitor, has a criminal record. **Foreign nationals who apply to visit must in addition to the application also submit a pure criminal record from the country of birth, and must be stamped and signed by the police or authorities.**

**We also need a copy of the passport. Original documents must be sent by mail before the application can be processed.** A signed application is therefore regarded as a recognition of this necessary procedure.

If the prison grants a visit, the visitor will receive his/her visiting permission in writing. This form must be signed by visitors and shown on each arrival.

**The visiting permission and valid legitimation must be produced for identification purposes on each visit.**

#### BOOKING AV VISIT:

Booking a visit must be done at least one day before the visit will take place, and can be booked by using telephone number 004733207600 Monday to Friday between 0800 – 1430.

## **VISITING HOURS:**

<b>Wednesday</b>	Group 1	From kl. 1215-1230-1245
	Group 2	From kl. 1415-1430-1445
	Group 3	From kl. 1615-1630-1645
	Group 4	From kl. 1815-1830-1845

<b>Saturday</b>	Group 1	From kl. 1015-1030-1045
	Group 2	From kl. 1215-1230-1245
	Group 3	From kl. 1415-1630-1445
	Group 4	From kl. 1600-1615-1630

Each group contains 4 visitors. Visits are held in one of the visitor rooms in the prison.

Before proceeding to the visiting section the visitor must go through a metal detector gate. It is requested that the visitor does not carry any item of piece of clothing, which would complicate this inspection.

Outerwear should be stored in the wardrobe. There are lockers with keys for bags and other items that do not need to be brought into the visitors room. The visitor holds on to the key to the locker until the visit is over. It is not allowed to bring your mobile phone into the visitor room. It is recommended to put the mobile phone in the car.

**If the visitor is dependent on bringing vital medications during the visit, the visitor MUST document this with a separate medical certificate. Visitors will be required to display both medicines and medical certificates.**

**EPIPENS and Nitroglycerin (tablets or spray can be brought into the visiting room. All other medicines/equipment should be stored by the visiting official.) Visitors' restroom can be used for medication.**

## **THE FOLLOWING ARE TO BE OBSERVED:**

Visitors under the influence of alcohol or in a similar condition will be denied access to the prison.

Visitors are allowed to take with them one magazine as well as one daily paper. These will be handed over to the prison officer on duty before the visit takes place. The prisoners' private belongings cannot be taken into the prison unless prior approval is given

Beverages of any kind are not allowed to be taken into the prison. There is however, opportunity to buy warm or cold drinks in the prison. These can be taken into the visiting room. There are not allowed to smoke in the visiting area.

Visitors can be checked by the use of technical equipment or dogs to prevent bringing in objects, which are not permitted.

Any attempt at handing over any items than the above mentioned, will result in the visitor's expulsion from the prison. More serious infringements, such as smuggling alcohol or drugs, or items, which can be used as weapons for escape purposes, will lead to prosecution.

A visit means a visit by just one person. However, there are exceptions for relatives - where the number of visitors can be increased, but normally there should not be more than three. Parents, brothers, sisters, grandparents, spouse/cohabitant and children are considered relatives. A cohabiting partner is regarded as relatives if they have shared the same address before imprisonment.

Visits of children aged 0-15 years are only given to inmates own children. Other children of same age are not granted a visitation permit. Children in the age group 0-15 should not as a rule, be brought along to the prison. Visits of grandchildren are assessed in each case based on what is best for the child. If however, the next of kin is of the opinion that the visit will not harm the child, such a visit is permitted.

The age limit for the principal visitor is 18 years, implying that at least one of the visitors has reached the age of responsibility.

*Ole Kristoffer Borhaug*

*Prison leader*

*24.02.2021*