

Friends & Family Special Purchase Pilot Program CCCF & PRCF

- Friends & Family program is a contractual partnership between DOC and Access Securepak (Keefe)
- The program is intended to allow friends & family of AICs to purchase pre-approved items that will be sent into AICs as a special package.
- Program is intended for Level 3 AICs only
- Advertising will be done via tablet & hard copy. There will be posters with program details and booklets with menu items. These are for viewing purposes only.
- \$120.00 dollar spending limit ~ The \$120.00 limit can be reached through the placement of multiple orders.
- Only approved visitors on an AICs approved visiting list will be able to order from the website. AICs cannot directly place orders.
- AICS that have a change in incentive level status but remain in general population in-between the order period and the distribution date will still receive their order.
- AICs that have a change in incentive level and are assigned to special housing in-between the order period and distribution date will have their orders returned to the vendor. Credits will be issued back to the person or people who placed the order though the vendor.
- The normal process for sending money out of DOC will not be interrupted for this program. Please follow the normal process. (CD28)

Anticipated Deadlines

Pre-Sale Advertising: March 16th (Tentative)

Order Period: March 27th - April 10th (Tentative)

Distribution Date: May 4th - May 8th (Hard date)

**For questions on this program please email
dldistributionservicesupport@doc.oregon.gov**