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| http://oyanet.oya.state.or.us/ResourceCenter/Logos/oya_logo_small.png | **FACILITY ACCESS – LEVEL 3**  **Employees and Contracted Providers** | State of Oregon  OREGON YOUTH AUTHORITY |

It is the policy of the Oregon Youth Authority (OYA) to conduct searches at OYA facilities to ensure the safety and security of youth, employees, visitors and OYA property.

As a person conducting business in an OYA youth correctional facility, I have been informed of, and I agree to follow, the safety and security requirements while in the OYA facility. I further understand and agree that should I knowingly violate any of the requirements that I may be barred from future access to the facility.

I understand that I may not possess any weapons (or any object that can be fabricated into a weapon), knives, alcoholic beverages, drugs, sexually explicit or obscene material, or other prohibited items (YA 4008), while on OYA property. Cell phones or wireless technology must not be brought into the facility unless state issued or specifically authorized by the facility superintendent/camp director.

Possessing or conveying prohibited items into an OYA facility may subject me to criminal penalties according to state laws and disciplinary action according to OYA standards of conduct and disciplinary process.

I further understand that I must be in control of all items that I bring in and may not give any prohibited items or personal belongings to any youth at the facility. I have read and understand OYA form YA 4008 (Facilities Youth Prohibited Items) and will refrain from bringing in any of the listed items into the secure facility. I will leave all personal belongings and unnecessary items in my locked vehicle or a facility locker, but may bring in the following:

* Identification card;
* Vehicle keys;
* A wallet or coin purse;
* A briefcase, purse, or bag containing items for conducting business or personal care while on site;
* Food and beverages for consumption while on site; and
* Medication (if approved by the superintendent, camp director, or a program director).

I will follow the additional safety and security requirements and policies/procedures as follows:

* All persons must visibly wear an OYA identification badge while on site;
* Clothing articles with obscene wording, gang colors or insignias, sexual connotations, hate symbols, alcohol, drug, vaping, or tobacco representations are prohibited;
* [FAC I-D-3.13](https://oya.sharepoint.com/sites/facilities/Document%20Library/FAC%20I-D-3.13.docx) Facility Dress Standards [Staff];
* [I-D-3.13 Dress Standards [Staff]](https://www.oregon.gov/oya/policies/I-D-3.13.pdf)
* Notify your OYA contact person or the Oregon State Police of any observed, suspected, or reported abuse or harassment of a youth in OYA custody. OYA has a zero-tolerance policy for any kind of youth abuse or harassment.

I understand that I may be required to submit to visual searches, mechanical searches, and property searches or inspections according to OYA policy [II-A-1.0 Facility Access](https://www.oregon.gov/oya/policies/II-A-1.0.pdf).

I hereby consent, for the safety and security of youth, employees, visitors and OYA property, to cooperate and submit to any searches as required by OYA policy. I understand that if I refuse to submit to a search, I will be subject to disciplinary action up to and including termination of employment or service or barred from future access to all OYA facilities.

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Person accessing facility – Name (Print) Signature Date

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Purpose of visit OYA representative – Name (Print)