## Received



U.S. Department of Justice N 0 9 2016

Federal Bureau of Rispas of Administrative Law Judges

CLC Beaumont

Central Administration Building P.O. Box 26015 Beaumont, Texas 77720-6015

June 8, 2016

United States Securities and Exchange Commission Burnett Plaza, Suite 1900 801 Cherry Street, Unit #18 Fort Worth, Texas 76102-6882 Attn: Janie Frank, Esq. RECEIVED

JUN 09 2016

OFFICE OF THE SECRETARY

Re:

In the Matter of Gary McDuff, Administrative Proceeding - File No. 3-15764

Dear Ms. Frank:

This letter acknowledges receipt of an order issued by Administrative Law Judge Cameron Elliot on June 7, 2016 regarding the administrative proceeding being brought against inmate Gary McDuff, federal register number 59934-079. In the order, Judge Elliot granted inmate McDuff's request that members of the public be permitted to assist him at the hearing, and that the mailroom at the institution expedite delivery of boxes being sent to him.

In response to this order, the institution cannot accommodate requests to allow the general public access to the visiting room for the hearing scheduled on June 15-16, 2016. Under BOP Program Statement 5267.09, Visiting Regulations. inmates who desire to have regular visitors must submit a list of proposed visitors to designated staff at the institution. Staff are also required to obtain background information on any potential visitors in advance of the visitor being placed on an inmate's visiting list. The inmate is responsible for mailing a release authorization to the proposed visitor, and the form must be signed and returned to staff by the proposed visitor prior to any further action regarding visiting.

None of the individuals discussed during the pre-hearing conference on June 7, 2016 have been approved to enter the institution at this juncture, nor are those individuals on inmate McDuff's approved visiting list. It would be inmate McDuff's responsibility to have these individuals complete the appropriate paperwork and return it to Correctional Counselor J. Landry (inmate McDuff's counselor), so that background information can be obtained on these proposed visitors.

As for the request to expedite the delivery of the boxes marked "special mail" to inmate McDuff, only certain individuals are allowed to utilize the "special mail" privilege. Under BOP Program Statement 5265.14, <u>Correspondence</u>, "special mail" includes correspondence received from the President and Vice President of the United States, attorneys, Members of the U.S. Congress,

All BOP Program Statements referenced in this letter may be found in their entirety at https://www.bop.gov/resources/policy\_and\_forms.jsp.

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Embassies and Consulates, the U.S. Department of Justice (excluding the Bureau of Prisons but including U.S. Attorneys), other Federal law enforcement officers, State Attorneys General, Prosecuting Attorneys, Governors, U.S. Courts (including U.S. Probation Officers), and State Courts.

After speaking with staff at the institution, it is my understanding these boxes were sent in from Gary "Shiloh" McDuff, Jr. (inmate McDuff's adult son). I do not have any information that Shiloh McDuff is an attorney or other individual authorized to utilize the "special mail" privilege, so these boxes were properly rejected and returned to Mr. McDuff.

BOP Program Statement 5800.16, <u>Mail Management Manual</u>, explains that all incoming inmate property packages must be authorized in advance (unless otherwise approved under another Bureau policy). An "Authorization to Receive Package or Property" form (BP-A0331) will be used for this purpose. A copy of the form must also be included in the package. Inmate McDuff was provided six BP-A0331 forms on June 7, 2016 to mail to his son. The BOP has no control over when and/or if Mr. McDuff receives the forms and places them in the packages prior to mailing them back to the institution.

Regarding inmate McDuff's request to have the assistance of other inmates to prepare for the hearing, inmates at the same institution are allowed to assist other inmates in the law library with legal research and the preparation of legal documents during an inmate's leisure time. Any assistance offered by one inmate to another is voluntary. The assisting inmate is not allowed to remove another inmate's legal materials from the law library. If inmate McDuff believes the leisure time he is being allotted in the law library is insufficient to allow him to prepare for this hearing, he may submit a request to staff for review indicating which inmate(s) he would like to assist him and for what day(s) and hour(s) during his work detail for review.

If you have any questions regarding this information, you may contact me at (409) 727-8187 ext. 3241. Thank you for your anticipated cooperation in these matters.

Tina Hauck

Sincerely,

Supervisory Attorney