



## **General Order 71.1 - Prisoner Transportation**

**PURPOSE:** Describe procedures for prisoner search, search of transport vehicles, transport vehicle inspection, seating in transport vehicles, prisoner surveillance, prisoner meals during transport, emergency situations during transport, prisoner escape, prisoner communication during transport, release of prisoner to receiving institution, and special circumstances.

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ISSUED BY : Sheriff Jeffrey T. Easter

REVIEWED BY: Standard Review Committee

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### **71.1.1 PRISONER SEARCH**

- A. All persons arrested will be searched. All arrested persons received from another deputy or another agency shall be searched, even if the other deputy states the person has been searched.

### **71.1.2 SEARCH OF TRANSPORT VEHICLE**

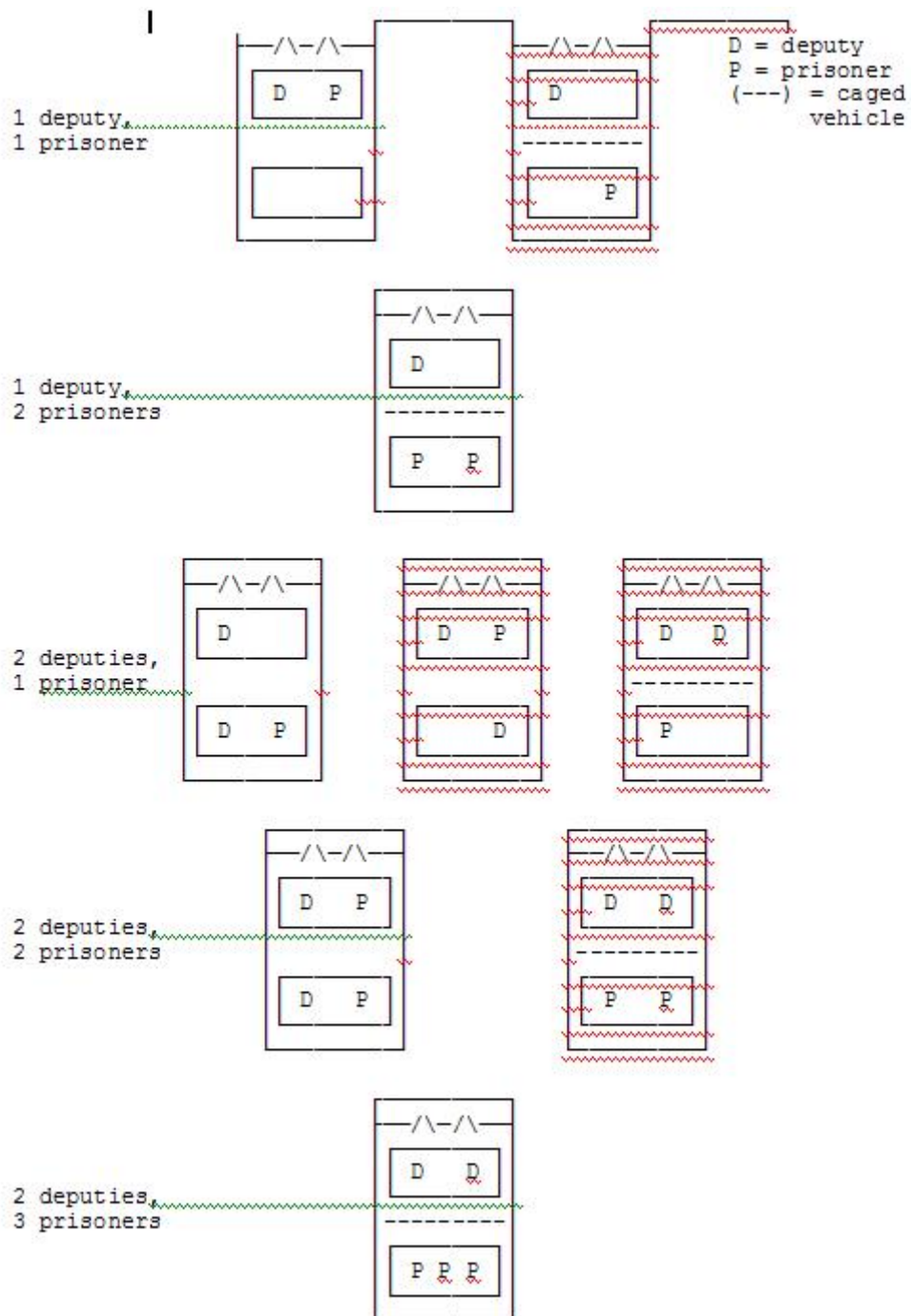
- A. To prevent the concealment of contraband or weapons, all vehicles will be searched prior to and after the transportation of prisoners.

### **71.1.3 TRANSPORT VEHICLE INSPECTION**

- A. All vehicles used primarily for transportation of prisoners will be maintained in a safe operating condition. Each vehicle will contain safety items and equipment to include the following:
  - 1. One (1) first aid kit;
  - 2. One (1) fire extinguisher;
  - 3. Two (2) blankets;
  - 4. One (1) spare tire;
  - 5. One (1) vehicle jack;
  - 6. One (1) lug wrench;
  - 7. Radio communications; and
  - 8. Protective barriers.

### **71.1.4 SEATING IN TRANSPORT VEHICLES**

- A. All persons arrested or detained shall be restrained in accordance with department policy. Restraints should be applied in a manner that would not unreasonably aggravate any existing injury or illness or unreasonably limit treatment rendered by medical personnel.
- B. **(R)** The use of seat belts in department vehicles shall comply with [K.S.A. 8-2503](#). In instances when seat belt usage is not mandated by statute (such as in transportation vans), occupants should be encouraged to wear them unless circumstances make their use impractical. Sheriff's Office employees shall use seatbelts in transportation vans.
- C. Seating diagrams during prisoner transportation in all vehicles except transportation vans are shown on the following page.
  - 1. Variations in the following seating diagrams can only be approved by a supervisor.
  - 2. If a caged vehicle is not available, the prisoner will be handcuffed and placed in the front passenger seat with seat belt secured.
  - 3. Three (3) or more prisoners will be transported by caged car or transportation vans designed for multiple prisoners.



### 71.1.5 PRISONER SURVEILLANCE

- A. While in transport, prisoners will be in a secure environment. The transporting deputy will maintain visual contact with the prisoner(s) at all times. While transporting a prisoner(s), except in emergency circumstances, there will be no deviation of route or assignment.

### 71.1.6 PRISONER MEALS DURING TRANSPORT

- A. When transporting Sedgwick County prisoners for housing, sack lunches will be obtained from the jail prior to the trip departing.
- B. If meals are otherwise required for prisoners in transport, they should generally be provided by the receiving agency or a jail or other detention facility on the route. Public restaurants will be avoided under normal circumstances.
- C. In the event a public restaurant must be used, the location shall be picked at random, and that location shall not be communicated to anyone other than those involved in the transportation process. If available, drive-thru facilities will be used.

#### **71.1.7 EMERGENCY SITUATIONS DURING TRANSPORT**

- A. In emergency circumstances, a transporting deputy may stop (to provide law enforcement services) while transporting prisoners. When the risk to third parties is both clear and grave, and the risk of escape or injury to the prisoner is minimal, the deputy should stop to render assistance. All incidents should be reported to the agency having jurisdiction.
- B. In the event a prisoner becomes unruly or acts in a manner such that he/she may inflict injury to himself/herself, other prisoners or transporting deputies, the following steps should be taken:
  - 1. Attempt to calm the prisoner.
  - 2. Notify the nearest jail or detention facility of the situation and proceed to that location without delay.
    - a. Once at the facility and with assistance from personnel there, remedy the situation by appropriate necessary means.
  - 3. If no detention facility is reasonably close or available, or if the situation is such that immediate action by deputies is required, the deputies may stop to handle the situation.
    - a. If this becomes necessary, the deputies will attempt to contact and request assistance from the nearest agency.
    - b. Unless circumstances dictate otherwise, deputies should await the arrival of assistance before taking action.

#### **71.1.8 PRISONER ESCAPE**

- A. Following the escape of a prisoner during transportation, initial information should be supplied via the radio:
  - 1. Notify the affected jurisdiction;
  - 2. Description of the prisoner;
  - 3. Direction of travel and by what means;
  - 4. Weapons or possible weapons;
  - 5. Possible accomplices; and

6. What the prisoner was being held for.
- B. There should be a verbal report by phone to the transporting deputy's supervisor.
- C. The deputy will provide a written report regarding the circumstances of the escape.

#### **71.1.9 PRISONER COMMUNICATION DURING TRANSPORT**

- A. At the discretion of the transporting deputy, prisoner(s) are permitted to communicate with the transporting deputy and other prisoners in the vehicle. Prisoners will not be permitted contact with non-law enforcement members of the public.

#### **71.1.10 RELEASE OF PRISONER TO RECEIVING INSTITUTION**

- A. Upon arrival at a detention or treatment facility, the transporting deputy shall be responsible to ensure that prisoners are not placed in a hazardous situation. Additional assistance may always be requested for prisoner security purposes. The following procedures will be adhered to closely during the transportation process:
  1. All firearms, ammunition, chemical agents, and other weapons shall be secured in the proper lockers, usually provided at most facilities, prior to entering the booking area. If lockers are not provided, these items will be locked in the transportation vehicle.
  2. Deputies will remove all restraints from the prisoners prior to placing the prisoner in a cell, unless the receiving agency's protocol requires differently.
  3. Deputies will deliver required documentation to the appropriate authority.
  4. Deputies are responsible for obtaining the signature of the receiving officer for the delivery of the prisoner, monies, and other property when required.

#### **71.1.11 SPECIAL CIRCUMSTANCES**

- A. Department Aircraft
  1. Unless extenuating circumstances exist, all prisoners transported in the department aircraft will be restrained by belly chains and leg restraints.
  2. Because of the nature of aircraft transportation, the pilot in command shall have final authority regarding all prisoner security matters.
- B. Opposite Gender Prisoners
  1. When feasible, prisoners should be transported by deputies of the same sex. When unable to do so, transporting deputies shall notify the communications dispatcher of their destination and mileage at the beginning of the transportation run and their mileage upon reaching their destination.
  2. The Sedgwick County Emergency Communications Center audibly records all transmissions, allowing for future reference as needed.
  3. If a prisoner of the opposite sex is being transported and requests the use of a restroom, the deputy shall take the appropriate action to ensure the safety and security of the prisoner.

### C. Disabled Prisoners

1. Physically and mentally disabled prisoners require special care and attention during their transportation. For example: The type of vehicle used should be a consideration when transporting non-ambulatory prisoner(s) or those requiring wheelchairs, crutches, or prosthetic devices. The safety of the prisoner and the deputy requires care when transporting disabled prisoners.
2. It may be impossible or unreasonable to attempt to transport a disabled prisoner in a patrol vehicle. If this problem arises, the deputy will contact the supervisor for assistance in arranging alternative transportation. This may require the use of a transport van or a local E.M.S. unit. In the case of transport by an E.M.S. unit, a deputy should remain with the prisoner during transport.
3. A reasonable degree of physical restraint may be applied at the discretion of the transporting deputy. It should not be assumed that disabled prisoners do not need restraint. A prisoner in a wheelchair or one who uses walking aids may not require the use of restraining devices in all instances; however, every precaution shall be taken to ensure the safety of the deputy and the prisoner.
  - a. In the case of a prisoner who uses a walking aid, handcuffs will be used with discretion.

### D. Sick or Injured Prisoners

1. Due to medical and liability considerations, it is the policy of the Sedgwick County Sheriff's Office not to transport seriously ill or injured prisoners in a departmental vehicle. In extreme cases, if the transportation risks are outweighed by the benefit of greatly reducing the response time, the deputy may request to transport to the nearest qualified medical personnel or E.M.S. unit. A deputy may administer first aid in any situation where he/she determines that it is necessary. In all cases of transporting a seriously ill or injured prisoner, the transporting deputy shall notify a supervisor of the situation and obtain permission to do so.
2. All such prisoners being transported shall be restrained in accordance with department policy.

### E. Emotionally Disturbed Prisoners

1. Deputies are occasionally required to transport prisoners who are emotionally disturbed. When a deputy believes, based on observation, training and experience, or is advised by competent authority that a prisoner is emotionally disturbed, special considerations should be given.
2. The safety of the deputy, prisoner, and others, as well as preventing escape of the prisoner are priority concerns when transporting emotionally disturbed prisoners.
3. If reasonably available, two (2) deputies should transport emotionally disturbed prisoners.
4. All emotionally disturbed prisoners should be handcuffed or belly chained, and may have leg restraints applied at the discretion of the deputy.

#### F. Elderly Prisoners

1. Deputies are periodically required to transport elderly prisoners. Deputies should not assume that a prisoner is less of a danger or less of a security risk merely because the prisoner is elderly, nor should it be assumed that restraining devices are not required for elderly prisoners.
2. A reasonable degree of physical restraint may be applied at the discretion of the deputy. The method of restraint for elderly prisoners should be chosen giving consideration to any physical, mental or medical problems which may be reasonably apparent to the deputy.
3. As with disabled prisoners, alternate transportation may be preferable or required for elderly prisoners. In this case, a supervisor should be contacted to assist in arranging for alternate transportation.

#### G. Miscellaneous

1. Occasionally deputies are required to transport prisoners for special situations. These may include, but are not limited to: emergency medical treatment, non-emergency medical treatment, funerals, and special visitation.
2. In these situations, as in others, the safety of the deputy, prisoner, and others, as well as the security of the prisoner are of paramount importance.
3. **(R)** In all such cases, deputies will follow established department policies for the restraint and transportation of prisoners inasmuch as those policies are not in conflict with specific court orders regarding the situation. For additional guidance on prisoner transports such as Adult Court, JDF Court, Medical Transports, and Funeral Transports employees should refer to the Judicial Division Standard Operating Procedure.