

4.000. WEAPONS, EQUIPMENT, AND RESOURCES

010.00. MONTHLY INVENTORY OF WEAPONS: All station/division weapons available for use within a Type I facility shall be inventoried as part of the overall station/division weapon inventory process. [REDACTED]

(Rev. 05/2019)

4.200. EQUIPMENT

210.00. PORTABLE RADIOS (HTs) INSTRUCTION: Each Type I facility utilizes portable HT sets for use by staff. The station/division commander shall determine which frequencies shall be used within the jail facility, in coordination with Sheriff's Dispatch and Court Services.
(Rev. 05/2019)

210.05. TACTICAL SITUATIONS: If a tactical situation arises at a Type I facility, the station watch commander shall determine which frequency to use, upon consultation with Sheriff's Dispatch.
(Rev. 05/2019)

210.10. RADIO CALL SIGNS: Facility Commanders/designees shall develop call signs. (Refer to Facility Specific Policy)
(Rev. 05/2019)

210.15. HT RADIO ASSIGNMENT PROCEDURES: At the beginning of each shift, [REDACTED]
(Rev. 05/2019)

210.20. RECHARGING HT BATTERIES: Staff coming on shift shall pick up a charged HT battery and exchange it with the one in the radio. Staff going off shift shall take the old battery and place it in a charger.
(Rev. 05/2019)

210.25. LOCATION OF HT RECHARGING UNITS: The station/division shall provide recharging units in areas convenient for access by staff.
(Rev. 05/2019)

210.30. RADIO INVENTORY: Staff is responsible for ensuring the radios they are using are the radios assigned to them and/or the HT numbers are recorded for reference on the jail or shift log. HT radios shall be inventoried monthly as part of the station/division inventory process.
(Rev. 05/2019)

210.35. MALFUNCTIONING/BROKEN RADIOS: Any staff discovering a broken or malfunctioning radio shall notify the jail sergeant or watch commander so it may be delivered for repair.
(Rev. 05/2019)

210.40. LOANER RADIOS: Generally, a radio assigned to the jail for use shall not be exchanged or traded for a radio assigned to patrol or investigations.
(Rev. 05/2019)

4.200. EQUIPMENT

215.00. SPIT NET DISPOSABLE SPIT GUARDS: Detention and Corrections Bureau policy shall be followed without amendment.
(Rev. 05/2019)

220.00. RIOT HELMETS: If a Type I facility does not maintain a reserve of riot helmets specifically for use in the jail, safety staff is responsible for having their personally issued helmet in an area of ready access while on duty.
(Rev. 05/2019)

220.05. RIOT BATONS: The use of riot batons is not authorized unless approved by the Facility Commander/designee, jail sergeant or watch commander.
(Rev. 05/2019)

220.10. RIOT VEST: If a Type I facility does not maintain a reserve of riot vests specifically for use in the jail, safety staff is responsible for having their personally issued vest in an area of ready access while on duty.
(Rev. 05/2019)

220.15. RIOT SHIELDS: Riot shields may only be utilized at the direction of the supervisor. Facility Commanders/designees shall develop policies and procedures for the use of shields and any other riot equipment. (Refer to Facility Specific Policy)
(Rev. 05/2019)

230.00. FACILITY FLASHLIGHTS: Each Type I facility shall install rechargeable flashlights at convenient locations within the facility. These flashlights are to remain at the assigned locations and placed into the charger after each use. The flashlights shall be inventoried as a part of the regular jail inspection process.
(Rev. 05/2019)

240.00. RESCUE KNIVES: Each Type I facility shall keep rescue knives in a secure location in the booking office. The rescue knives shall be inventoried as part of the regular jail inspection process.
(Rev. 05/2019)

250.00. VIDEO MONITORING SYSTEMS: Type I facilities are encouraged to install and utilize video monitoring equipment for the purposes of enhancing staff and inmate security, documenting events and protecting the Department from civil liability.
(Rev. 05/2019)

250.05. USAGE OF VIDEO MONITORING SYSTEMS: Any video recording equipment installed shall record the areas being monitored twenty-four (24) hours a day, and shall not be turned off, reset or adjusted unless authorized by the station/division command staff.
(Rev. 05/2019)

4.200. EQUIPMENT

250.10. PRESERVATION OF RECORDINGS: If the Type I facility video monitoring equipment supports recording, then the facility shall adhere to Detention and Corrections Bureau Policy Section 11.545.00 and the Government Code regulating the retention of data.

(Rev. 05/2019)

270.05. HANDHELD METAL DETECTORS: Type I facilities are authorized to use hand held metal detectors within the facility.

(Rev. 05/2019)

290.10. FIRE HOSES: Type I facilities, if equipped with fire hoses, shall inspect and maintain them in accordance with local fire regulations. The locations of fire hoses shall be documented in the facility's Fire Suppression Preplan and in the station/division's Emergency Operations Manual.

(Rev. 05/2019)

290.15. FIRE SPRINKLERS: Type I facilities, if equipped with a fire sprinkler system, shall inspect and maintain it in accordance with local fire regulations. These systems are typically maintained by Facilities Management and should be checked yearly for correct water/anti-freeze ratios. Specific information about the operation of the system shall be maintained in the Fire Suppression Preplan and in the station/division's Emergency Operations Manual.

(Rev. 05/2019)

297.00. TOOLS AND EQUIPMENT: Each Type I facility shall develop an inventory list of kitchen tools, which shall be posted in the kitchen area. Jail safety staff shall inventory all kitchen tools and compare the results to the inventory list. The results of the inventory shall be recorded on the Jail Information Log or a separate kitchen inventory log; each shift. If there is any discrepancy, the supervisor must be notified immediately.

(Rev. 05/2019)

4.500. RESTRAINT EQUIPMENT

501.00. RESTRAINT DEFINITIONS: Restraints include any devices which immobilize an inmate's extremities or prevent inmates from being ambulatory or both. Restraints include but are not limited to handcuffs, waist restraints, leg restraints, rip hobbles, restraint chairs and handcuff cover restraint systems (black box). (Refer to Title 15, Section 1058)
(Rev. 05/2019)

501.03. RESTRAINT EXCEPTIONS: The provisions of this section do not apply to the use of restraints for security reasons or during transportation. Examples include but are not limited to:

- Inmates in a holding cell waiting to go to court
- Inmates waiting in search and uncuff
- Inmates being moved within the facility

(Refer to Title 15, Section 1058 and Detentions and Corrections Bureau Policy Section 4.502.00)
(Rev. 05/2019)

501.05. RESTRAINT REQUIREMENTS: Inmates requiring placement in restraints due to destruction of property or harm to themselves or others [REDACTED]
[REDACTED]

Restraints shall not be used as a form of discipline, or as a substitute for treatment.
(Rev. 05/2019)

502.00. RESTRAINT REQUIREMENTS DURING TRANSPORTATION: Generally, waist restraints shall be the standard device for restraining inmates being transported from or returning to a jail facility. Only waist restraints intended for and capable of handcuffing at the side shall be used. Waist restraints shall be affixed so inmates are handcuffed with their hands at their side. No part of any waist restraint shall be affixed to leg restraints. Inmates shall not be restrained with their arms across their body. Drop restraints shall be attached back through the handcuff.

Drop restraints shall not be wrapped around any other part of the body except the waist. Inmates' arms shall not be interlaced with another inmate.

Inmates handcuffed to the rear shall be transported in a manner and vehicle that allows the driver to promptly respond to complaints of pain or injury. Inmates shall not be transported in a bus while handcuffed to the rear.

The provisions of this section do not apply to the use of the handcuff cover restraint system (black box). (Refer to Detention and Corrections Bureau Policy Section 4.507.05)
(Rev. 05/2019)