

## **TLF - Programs Deputy**

### **7010.1 BUILDING SECURITY**

- (a) The Programs Security Deputy will provide an escort for all non-facility staff to and from the Program and Chapel areas. The Deputies will inspect materials that non-facility staff members are bringing to and removing from the Programs and Chapel areas.
- (b) The Deputy in the Inmate Programs Building will make periodic checks on inmates' behavior and the security of the staff in each classroom, chapel and the library. Deputies will periodically check all fences, gates, doors, closets and storage rooms and safety and security devices in the Programs areas.
- (c) The Programs Security Deputies are responsible for all inmate supervision and security in the Inmate Programs Building.

### **7010.2 LOCATIONS**

- (a) The Programs Security Deputies will be responsible for providing security in the Inmate Programs Building, including, but not limited to:
  - 1. Classrooms
  - 2. Chapel
  - 3. Library
  - 4. All Storage Rooms
  - 5. Closets
  - 6. Inmate Restrooms

### **7010.3 DOOR CHECKS**

- (a) The Programs Security Deputies will make periodic checks of all doors in the Inmate Programs Building to ensure they are working properly and have not been damaged.
- (b) All closet and restroom doors will remain locked at all times. If an inmate must use the restroom it will be unlocked by the Programs Deputy and then re-locked when the inmate is finished.

### **7010.4 EQUIPMENT CHECKS**

- (a) The Programs Security Deputy will check all emergency equipment (i.e., fire hoses and extinguishers, SCBA, intercoms, lights).

### **7010.5 INMATE MOVEMENT**

- (a) The Prowler will regulate the movement of all inmates in the Inmate Programs Building corridors to ensure proper jail security.

# Orange County Sheriff-Coroner Department

## Custody and Court Procedures Manual

### *TLF - Programs Deputy*

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- (b) It will be the responsibility of the Programs Deputy to confirm the inmate entering the Programs Building is actually the inmate listed on the Programs pass.
- (c) If at any time, due to staffing levels, a Barracks Prowler is not able to issue inmates their programs from the barracks, the Programs Deputy will assist with the issuing of the passes to the inmates at their housing location.

#### **7010.6 INMATE EVACUATION**

- (a) Procedures:
  - 1. The Programs Security Deputies will read and understand evacuation procedures for the Inmate Programs Building and Field Area.
  - 2. Should an evacuation or mass movement take place for any reason, it will only be done under the direction of the Housing Sergeant. No movement of inmates is to occur without the Sergeant's order.