

## Earthquake Procedures

### 2604.1 GENERAL

Earthquakes producing damage will result in all staff providing security and survival needs in an expedient and efficient manner to fellow staff, visitors and the inmate population.

- (a) In preparation for the effects of an earthquake all Correctional Services Technician (CSA), Sheriff's Special Officer (SSO) and Deputy personnel will be instructed in First Aid and earthquake survival techniques.
- (b) Staff is instructed to remain at their assigned work stations until relieved. Widespread damage to the community will require the facility to be self-sufficient for a period of days.

### 2604.2 DURING AN EARTHQUAKE

- (a) During an actual earthquake, staff will attempt to secure all inmates. Staff will direct inmates to return to their housing locations to seek immediate protective refuge at their immediate location.
- (b) Staff will instruct inmates to move away from glass windows and into doorways or under structural supports during the earthquake.

### 2604.3 FOLLOWING AN EARTHQUAKE

- (a) Following an earthquake, on duty staff will be required to perform certain duties at the facility.
- (b) Staff will remain at their assigned duty stations and retain control over inmates in their assigned area.
- (c) An immediate assessment of damage and injuries must be made by each staff member.
- (d) Reports of injury and damage will be given to Main Control as soon as possible. Reports must be accurate and thorough in order to determine the extent of outside assistance to be requested and where to assign internal assistance.
- (e) The Watch Commander will establish the Main Control Guard Station as the Facility Emergency Operations Center. An alternate site may be designated as required.
- (f) Lifesaving first aid will be performed by staff members as required. Other injuries will be prioritized for treatment by the Medical Staff as time permits.
- (g) When all communication is disrupted, the area supervisors will designate employees as "runners." Internal message transmissions may be conducted by memos as required.
- (h) Evacuation procedures will be followed at the direction of the Watch Commander if necessary.
- (i) The Watch Commander will assess the following:

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1. Damage reports.
2. Evacuation plans.
3. Facility habitation.
4. Continuation of inmate services.
  - i. Medical and First Aid services will be prioritized.
  - ii. Food services will be reassessed with consideration being given to the ability of the kitchens to provide meal service.

#### **2604.4 CUSTODY STAFF FUNCTIONS**

- (a) Sworn staff will continue to provide for the safety and security of the inmates and staff.
- (b) Non-sworn staff will assist as directed by the area Sergeant.

#### **2604.5 STAFF RELIEF**

- (a) Each staff member shall remain in their assigned duty station until relieved or directed to leave by the area Sergeant.
- (b) When all inmates have been returned to safe custody, serious injuries treated and facility hazards eliminated, the Watch Commander will establish a relief schedule for on duty staff.

#### **2604.6 TOILET AND WASTE ELIMINATION**

- (a) A specific area in each controlled housing area, or in holding cell areas, will be designated by the area Sergeant for toilet or waste disposal.
- (b) Any functioning toilets will be designated for use by as many inmates and staff as possible.
- (c) Toilet drainage must not be into another area of confinement used by staff or inmates.
- (d) House cleaning chemicals may be used cautiously to control odors. Adverse odors and chemical reactions must be avoided. Do not mix ammonia, bleach and floor stripper.

#### **2604.7 COURT ORDERED RELEASE OF INMATES**

- (a) When evacuation to a safe place of confinement cannot be accomplished and outside assistance cannot be obtained within twenty-four (24) hours, the following release plan must be attempted as soon as possible.
  1. Contact should be made with the presiding judge of the Orange County Superior Court, if possible.
  2. The judge should be fully informed of the security, feeding, sanitation and potential disease problems.
  3. A written order authorizing the release of certain inmates should be sought. The release priorities must be established by the judge.

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4. Releases of inmates will be carried out as directed by the court order.
5. The Sheriff or the highest ranking departmental officer available will be consulted prior to this course of action being taken. When contact with those ranking departmental members is not possible, the Watch Commander will be responsible for enacting the release process in their best judgment.