

SDSD Detention Services Bureau—Las Colinas Detention and Reentry Facility Green Sheet

DATE:	APRIL 12, 2023
NUMBER:	D.15.L
SUBJECT:	TRAINING IN EMERGENCY PLANS AND CRITICAL INCIDENTS

PROCEDURE

I. FIRE DRILLS

- A. Fire and evacuation drills will be conducted biannually. The facility must complete alternate training (designated by DTU) if a biannual drill is not conducted. The fire safety deputy, under the direction of the fire safety sergeant, will conduct fire and evacuation drills.
- B. At least one of the biannual fire and evacuation drills will incorporate the use and assistance of the fire department. Training with the fire department will be coordinated by the facility training sergeant/training coordinator.
- C. A fire safety deputy will be designated by the fire safety sergeant to complete a training proposal for the biannual fire and evacuation drill. Every team should use this proposal for their drill.
- D. The fire safety deputy will be responsible for completing the training summary at the conclusion of the drill. The report is to be distributed to the facility commander, via the chain of command, and a copy will be scanned into the LCDRF training folder.

II. OTHER DRILLS

- A. Hostage, escape, riot & disorder, cell extraction, first responder and other drills deemed necessary, will be scheduled by the facility.
- B. Each team training sergeant will designate a deputy (i.e. corporal / training officer / senior deputy) to coordinate and conduct the drill.
- C. The designated deputy will be responsible for preparing the training proposal for the drill. Every team will utilize the same proposal.
- D. Following the conclusion of the drill, a deputy designated by the team sergeant will be responsible for completing the training summary report. The report is to be distributed to the facility commander, via the chain of command, and a copy scanned into the LCDRF training folder.