

SDSD Detention Services Bureau – Sheriff's Transportation Unit Green Sheet

DATE:	MAY 2022
NUMBER:	R.3.T.1
SUBJECT:	TRANSPORTATION OF SPECIALLY CLASSIFIED INCARCERATED INDIVIDUALS
RELATED SECTIONS:	R.3, I.47, I.57, SDSD P&P 6.12

Purpose:

To establish a Detention Services Bureau (DSB) Sheriff's Transportation Unit (STU) procedure to safely and securely transport incarcerated individuals who have been identified with special classifications.

“Special” classification is defined as follows; administrative separation, escape risk, assault risk, medical isolation, protective custody, psychiatric, sexually violent predator and civil commits. "Special" incarcerated individuals will be escorted and kept separate from mainline and administratively separated incarcerated individuals.

Policy:

All individuals given a special classification shall be separated to the extent possible given the physical limitations of the transporting vehicles. All deputies assigned to STU will be familiar with the classification wristband color systems of the Detentions Bureau as outlined in Detentions Policy and Procedures Sections R.3 and I.47.

Procedure:

- I. STU deputies shall note the color of each individual's wristband prior to loading the individual onto a transportation vehicle.
- II. Detentions facility personnel provide information regarding individuals that require special handling. This information shall be relayed to deputies at the individual's destination along with any relevant information arising during transportation.
- III. STU deputies shall refer to the classification and wristband color systems in Detentions Policy and Procedures Section I.47 for specific details of classification questions when needed. Any discrepancies shall be resolved with the Jail Population Management Unit.
 - A. All individuals designated as protective custody shall be separated from all others.
 - B. High-risk (green banded) individuals shall have their arms crisscrossed in front of them, prior to having their hands cuffed with the waist chain cuffs. They shall have their ankles secured with leg chains. Space permitting, high risk individuals shall be transported in the designated separating cells of the bus.
 - C. Whenever possible, administratively separated or special individuals shall be secured individually in the designated separating cells of the bus. Special individuals with like color wristbands may be waist chained together and placed in the same separating cell. Special individuals who are waist chained alone will also be secured with leg chains.

- D. If the number of special individuals to be transported exceeds the space available for separating cells on the bus, and other appropriate seating is not available, STU deputies will make arrangements for another run to transport the individual that is left behind. If another run is not available, the on-duty supervisor at STU will be notified.
 - E. Medical isolation individuals will only be transported on a bus if they are physically able to board a bus without assistance and their condition does not pose a contagious threat to others. These individuals may be transported separately.
 - F. Individuals that are classified as a sexually violent predator or a civil commit will be separated from all other individuals whenever possible, given the physical limitations of the transporting vehicles.
- IV. Incarcerated individuals without a wristband will generally not be transported outside of their housing facility. If it becomes necessary to transport such individuals, the individual shall be transported as a high-risk (green-band) individual until determined otherwise.
- V. Other general guidelines for STU personnel:
- A. Generally, incarcerated individuals that the Jail Population Management Unit has classified to be housed at the Las Colinas Detention and Reentry Facility will not be transported in the same vehicle as incarcerated individuals from other facilities. If it becomes necessary to transport both, a separating barrier must separate them, and permission given by a STU Sergeant or Lieutenant for the transport.
 - B. Juvenile incarcerated individuals will generally not be transported with adult incarcerated individuals.