

SDSD Detention Services Bureau—Vista Detention Facility Green Sheet

DATE:	January 13, 2021
NUMBER:	I.51.V
SUBJECT:	INMATE MOVEMENT

PROCEDURE

I. PROTECTIVE CUSTODY

- A. Protective custody (PC) inmates will be kept separate from mainline population inmates.
- B. When escorting PC inmates between floors, the deputy [REDACTED] The inmate will stand to the rear of the elevator, facing away from the elevator doors.

II. ADMINISTRATIVE SEGREGATION AND DISCIPLINARY SEPARATION

[REDACTED]

III. GREEN BANDED INMATES

[REDACTED]

IV. KEEP SEPARATE PROCEDURES

- A. All housing deputies shall print and review the inmates who are on the "Inmates who have enemy in the facility" list, located on the JIMS web.
- B. The following steps shall be followed:
 - 1. Select JIMS IMS
 - 2. Select REPORTS
 - 3. Select JIMS web
 - 4. Scroll down to housing and select "Inmates who have enemy in the facility" list.
 - 5. Click on demand, select your housing and print each module.

- C. This list shall be reviewed before moving multiple inmates from different housing modules, e.g., court, transfers, ABE, and medical.

V. FEMALE INMATE PROCEDURES

- A. Female inmates shall not be housed or temporarily housed with male inmates at any time per Penal Code 4002(A), except inmates classified by JPMU as Transgender Female (TGF) and Transgender Non-binary (TGX).
- B. Female inmates shall not be transported with male inmates absent exigent circumstances.
- C. If the same entrance/exit is utilized by both male and female inmates, movement shall be scheduled in such a manner that there is no opportunity for contact between those two groups of inmates. Common areas will be visually verified to be clear of opposite sex inmates prior to use/placement, e.g., Medical Holding, multi-purpose rooms, etc.