

SDSD Detention Services Bureau—Vista Detention Facility Green Sheet

DATE:	November 3, 2021
NUMBER:	I.52.V
SUBJECT:	INMATE STRIP AND PAT DOWN SEARCHES

PROCEDURE

To ensure all arrestees are searched under appropriate conditions, the following procedures shall be followed according to Detentions Policy and Procedure I.52 Inmate Strip and Pat Down Searches.

I. STRIP SEARCHES – INTAKE PROCESS

- A. Any clothing items or shoes removed from an inmate during the intake process will be placed inside a brown paper bag. The bag will have the inmate's last name and booking number written on the outside of the bag. If the inmate is going to stay in custody past the booking process, the brown paper bag will be placed inside a black garment bag.
- B. Contaminated clothing will be placed in a clear plastic bag and labeled "contaminated" before being placed in the brown paper bag.
- C. During the strip search and clothing exchange process each inmate will receive a full set of jail issued clothing. Each inmate will dress in issued jail clothing. [REDACTED]
[REDACTED] If money is discovered, it will be placed on the inmate's account. The deputy will fill out the index cards with the inmate's last name, booking number and place it on the garment bag. The garment bag will then be placed on the rack outside the search room.
- D. Clothing items taken from inmates who are to be booked and released shall be placed in a brown paper bag and will be placed outside the cell the inmate occupies. Any items removed during a strip search [REDACTED] or clothing exchange (due to soiled clothing) will also be placed in the bag.
- E. For searches of transgender, intersex or non-binary inmates see Detentions Policy and Procedures section R.13 – Transgender, Intersex and non-binary Inmates.

II. STRIP SEARCHES – SOUTH HOUSE

When strip searches are being conducted on inmates in South House, the curtains in front of the S1 dayroom shall be closed during the search. When strip searches are not being conducted the curtains shall remain open.

III. BODY SCAN PROCEDURES

- A. Arrestees will enter the Intake Sally Port and receive a pat-down search by a intake deputy. [REDACTED]

- B. Once cleared they will enter Pre-Intake to obtain a booking photo, JIMS number, and complete first stage medical clearance. [REDACTED]
- C. Inmates will be scanned by a deputy of the same gender as the arrestee. [REDACTED]
the appropriate wristband placed on their left wrist. [REDACTED]
- D. Inmates that are combative should not be scanned until cooperative. If for any reason the [REDACTED], the Male Intake-Body Scanner Deputy will notify the Processing Sergeant. The deputy will write an ISR in JIMS citing the officer safety reason [REDACTED]. The notified sergeant will review and approve the ISR.