

DATE:	MAY 9, 2022
NUMBER:	I.5
SUBJECT:	EMERGENCY ESCAPE PROCEDURES OF
INCARCERATED PERSONS	
RELATED SECTIONS:	I.32 , I.87 and SDSD P&P 6.58

PURPOSE

To establish guidelines in the event an in-custody person escapes from any of the following:

1. Any Sheriff's Department detention facility.
2. Any location outside of a detention facility.
3. Any transportation situation involving an incarcerated person.
4. Any court or court holding facility.

POLICY

Safety/Security Interests - 7922.000

PROCEDURE

Safety/Security Interests - 7922.000

I. ESCAPE FROM A SHERIFF'S DETENTION FACILITY

Safety/Security Interests - 7922.000

Safety/Security Interests - 7922.000



II. ESCAPE FROM A LOCATION OUTSIDE OF THE FACILITY, OR DURING THE
TRANSPORTATION OF INCARCERATED PERSON(S)

Safety/Security Interests - 7922.000



I.5 EMERGENCY ESCAPE PROCEDURES OF INCARCERATED PERSONS

Page 2 of 6

#22//12

Safety/Security Interests - 7922.000

III. ESCAPE FROM A COURT HOUSE OR COURT HOLDING FACILITY

The responsibility for handling investigations of escapes, including follow-up investigations of any in-custody escape that occurs at a court house or from a court holding area, including incarcerated persons who have been taken to a medical facility for treatment from court and are guarded by deputies assigned to the Court Services Bureau (CSB), will be that of the CSB detective unit.

IV. INCARCERATED PERSONS PROPERTY AND RECORDS

The Detentions Processing Supervisor (DPS) shall be responsible for the following:

- A. All property belonging to the incarcerated person(s) shall be collected and stored at the facility from which the person(s) escaped.
- B. After receiving confirmation from the watch commander, a computer entry will be made in the remarks section indicating the incarcerated person(s) have escaped. The booking will then be closed as "ESC" (subject escaped).
- C. The incarcerated persons account shall be closed and sent to the accountant at the San Diego Central Jail (SDCJ). All information regarding the status of the escape of the incarcerated person(s) shall accompany the money and account.
- D. Court Jurisdiction – The DPS on whose shift the escape occurred shall inform the court of the escape by sending a memo to the judge to whom the case has been assigned (if any), the supervising judge of the court branch to which the case has been assigned, or if the case is in the main courthouse, the supervising criminal judge, and the presiding judge. A copy of the court paper should be forwarded with this memo. A copy of the court paper should also be sent to any other agency that has a hold, such as a federal agency, state parole, Department of Juvenile Justice, etc. The fugitive desk officer is to be notified if there are out-of-state cases involved.
- E. “Hold” papers for out-of-county warrants are to be returned to the originating agency. Federal detainers are to be returned to the federal agency and parole holds are to be returned to the Office of State Parole.

V. ADMINISTRATIVE REPORTING REQUIREMENT

In addition to all other reports, the facility commander shall prepare an “after action” report for the affected detention operations area commander. The report shall include, but not be limited to:

- A. Facility commander’s synopsis and recommendations.
- B. Copies of related NetRMS reports.
- C. Copy of the escape report plus completed copies of the escape procedure duties and responsibilities.

I.5 EMERGENCY ESCAPE PROCEDURES OF INCARCERATED PERSONS

VI. AFTER ESCAPE FOLLOW-UP

- A. Detention personnel shall obtain all information available which may include interviewing other incarcerated persons and witnesses, checking records for criminal history, mug shots, etc., and shall furnish all the information that is obtained, which may assist in the investigation, in a follow-up deputy's report.
- B. In all cases, the responsibility for obtaining complaints and warrants shall be that of the assigned DIU detective. All persons and agencies notified of an escape shall also be notified of the recapture.
- C. Detention facility: Whenever an escape occurs, the facility watch commander or designee shall ensure that notification is made to:
 - 1. The Communications Center watch commander or designee
 - 2. The assistant facility commander
 - 3. Facility commander
 - 4. The assigned area commander
 - 5. At the commander's discretion:
 - a. Assistant Sheriff of the Detention Services Bureau
 - b. Undersheriff
 - c. Sheriff
 - 6. Public Affairs
 - 7. The chairman of the Board of Supervisors or designated representative.
 - 8. Chief of police or designee for the jurisdiction in which the facility is located.
- D. Communication Center: The watch commander or designee is responsible to:
 - 1. Take immediate and appropriate action as necessary to alert field units and/or outside agencies.
 - 2. Relay the information to all local enforcement agencies of the county via a "999" CLETS Teletype message.
 - 3. Notify the supervisor of DIU to contact the involved facility in order to initiate any required follow-up investigation.
 - 4. Notify Division of Inspectional Services.

5. Provide an immediate news release.

E. Detention facility watch commander

All reports concerning an escape from any Sheriff's facility are the responsibility of the personnel of that particular facility. Any report of escape from a hospital facility shall be the responsibility of the personnel of the jail where the incarcerated person(s) is in custody, unless the incarcerated person(s) is being guarded by CSB deputies. In that case, the deputies guarding the individual(s) shall complete the initial crime report and forward it to the CSB detective unit for follow-up.

The watch commander will work in conjunction with Media Relations/Public Affairs and will give prompt notification of the escape accompanied by a photograph and description of the escapee in cases of escape by:

1. Incarcerated Persons who are in custody of the California Department of Corrections and Rehabilitation (CDCR prison returnees).
2. Incarcerated Persons who affect the escape by force or violence.
3. Incarcerated Persons who have been convicted of or charged with a felony.
4. Incarcerated Persons who would be considered a risk to the community at large.

F. Crime reports involving escapes from Adult Institutions, Work Furlough Center, shall be the responsibility of the South Bay Detention Facility (SBDF). The report is to be written only when the escape has occurred at any facility that is not operated by the Sheriff. All reports concerning an escape from any Sheriff's facility are the responsibility of the personnel of that facility.

1. The watch commander of SBDF will assign a sworn staff member of that facility to record the information supplied over the phone by the qualified Adult Institutions officer in a crime report in NetRMS. The report will be taken by this means and no field deputy needs to be dispatched.
2. Sheriff's DIU will be notified as soon as the reporting deputy has all necessary information.

G. CDCR fire camp escapes of Sheriff's incarcerated persons .

Following an escape of a Sheriff's incarcerated person(s) from a CDCR fire camp, CDCR staff will initiate preliminary investigative measures according to their policies, including completing and disseminating a BOL identifying the fire camp incarcerated person(s) and completing an internal administrative report/investigation in reference to the escape.

CDCR staff will generally cease search efforts for an escaped Sheriff's incarcerated person(s) within twenty-four hours of discovering the escape. CDCR will release custody of the escaped incarcerated person(s) back to the San Diego County Sheriff's

I.5 EMERGENCY ESCAPE PROCEDURES OF INCARCERATED PERSONS

Department. At this point, the Sheriff's department will assume the responsibility as the primary investigative party.

The following procedures shall be followed upon notification of an escape of a Sheriff's incarcerated person(s) from a CDCR fire camp.

1. Information of escaped CDCR fire camp incarcerated persons will be given to the SDCJ watch commander.
2. The SDCJ watch commander will notify the Communications Center of the escape and request for DIU and the Fugitive Task Force to be notified.
3. The SDCJ watch commander will assign a sworn staff member of that facility to record the information supplied over the phone by the CDCR fire camp staff and complete a crime report in NetRMS. The report will be taken by this means and no field deputy needs to be dispatched.
4. DIU will be notified as soon as the reporting deputy has all necessary information.
5. Refer to section IV-V of this policy for incarcerated persons property and records, administrative reporting requirements, and after escape follow up procedures.