

<b>DATE:</b>	MAY 11, 2022
<b>NUMBER:</b>	S.2
<b>SUBJECT:</b>	INCARCERATED WORKER IDENTIFICATION CARDS
<b>RELATED SECTIONS:</b>	

**PURPOSE**

To provide a standardized incarcerated worker identification system throughout the Detention Services Bureau.

**POLICY**

Incarcerated worker deputies (IWD) may select incarcerated workers who meet housing criteria. Incarcerated workers will be screened and selected for job assignments by the IWD assigned to the facility. The IWD will issue appropriate colored identification cards to eligible workers. Incarcerated workers are required to wear an identification card once they leave their assigned housing area. Incarcerated persons will immediately report a lost or damaged identification card to a staff member.

**PROCEDURE**

- I. **RED Identification Card:** Incarcerated workers may be issued a red identification card if they are sentenced and have less than 60 months remaining to serve in custody. Incarcerated workers may be granted a red identification card if they are unsentenced and do not fit the criteria to work as an outside worker. They can only work inside the secured area of the facility. Their assignments require constant direct supervision by sworn or another authorized staff member. These incarcerated persons are not eligible for work assignments at the East Mesa Central Production Center (CPC).
- II. **ORANGE Identification Card:** Incarcerated workers may be granted an orange identification card if they are sentenced and have less than 36 months to serve in custody. Incarcerated workers may also be issued an orange identification card if they do not fit the criteria to work as an outside worker. They can only work inside of the facility or at the East Mesa CPC under the constant direct supervision of sworn or another authorized staff member.
- III. **BLUE Identification Card:** Incarcerated workers may be issued a blue identification card if they are sentenced and have less than 24 months to serve in custody. They can work inside of the facility without constant supervision or at the East Mesa CPC with constant supervision by sworn or another authorized staff member.
- IV. **YELLOW Identification Card:** Incarcerated workers may be issued a yellow identification card and be eligible to work inside the facility without constant supervision or outside of the facility with constant sworn supervision only. Incarcerated persons must be sentenced to local time with no additional bookings, warrants, or holds and have less than 15 months to serve. Incarcerated persons will not qualify if any of the following criteria apply:

- A. A history of violent criminal conduct (i.e., armed robbery, assault with or without a weapon).
  - B. Escapes or attempted escapes, including “walk-aways.”
  - C. Sexual violence or “sex-related” offenses or prior convictions.
  - D. Extensive narcotics history (i.e., usage and or sales).
  - E. Serious weapon charges or a history of illegal possession of weapons.
  - F. Incarcerated person is the subject of an immigration hold.
  - G. No confirmed U.S. address.
- IV. WHITE Identification Card: In addition to all of the criteria listed above in Procedure III, Section B, the incarcerated person must have 9 months or less to serve in custody. The IWD will complete periodic reviews for continued white identification card eligibility, as deemed necessary by each facility commander.

Incarcerated workers issued white identification cards do not require constant direct supervision while working inside of the facility but will require limited supervision by the job site supervisor while working outside of the facility. Incarcerated persons issued a white identification card may be assigned to work off the facility grounds with a deputy or other authorized staff member. Anyone responsible for supervising these 'incarcerated persons shall know where all their assigned incarcerated workers are located at all times.

- V. Notwithstanding the guidelines stated herein, the Sheriff's Department retains the discretion to grant or deny incarcerated worker status to any incarcerated person that applies, and determine the appropriate security level for any incarcerated person granted incarcerated worker status.