

Section 6: Jail Emergencies Response Plan
Subject: Escape From Inside Security Perimeter
Minimum Standard: 5120:1-8-03(B)(4)
Revised: 10/2008, 12/2011

Authorized: _____ **Effective date:** _____
Sheriff Paul A. Sigsworth

POLICY

The Erie County Jail shall have policies and procedures, and practices which evidence that there is a plan that guides the jail's response to emergencies. All jail personnel will be trained in the implementation of the emergency plan. The emergency plan will include procedures to be followed in situations that threaten jail security.

DEFINITION

A jail emergency can be, but not limited to, escape, hostage situation, fire, riot, food poisoning, civil disturbance in the community, natural disaster, suicide, other death, outbreak of contagious disease, inmate strike and other disturbances, bomb threat, or any action that affects or jeopardizes the security of the Erie County Jail and/or the safety of the inmates and/or staff.

PROCEDURE

A. Policy:

1. All personnel shall give the highest priority to the apprehension of the escapee.

B. Discovery: The corrections officer who first discovers any escape will;

1. Immediately terminate all movement;
 1. Inmates will not be accepted for booking or released until authorized by the Sheriff or Jail Administrator.
 2. Maintenance, service, or delivery personnel will not be allowed to leave or enter the security perimeter until cleared by Road Division Personnel.
 3. Corrections Staff shall remain inside the security perimeter of the jail unless they are requested to assist responding or investigating officers.
2. Immediately advise the Shift Supervisor or OIC via radio transmission of the incident and its location. The Shift supervisor will:
 1. Begin an immediate official count, securing all inmates in their cells until the count is complete and the facility is secure.
3. Secure the area where the escape occurred:
 1. If from a Pod, secure the Cell and lock down all inmates in the pod.
 2. If from a Dorm, move inmates from the dorm and secure them in another secure area of the jail.
 3. If from a Recreation Area, move the inmates from the recreation area to a secured area in the jail.

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C. Notification: The Shift Supervisor will immediately:

1. Notify all other corrections staff and support staff in the jail of the escape.
 1. Support staff shall remain in their work area and not leave the security perimeter of the jail until cleared by Road Division Personnel.
2. Notify Dispatch of escape, including:
 1. Name of the escapee
 2. Physical description of the escapee
 3. Direction of travel of escapee, if known
 4. Home Address of escapee
 - a. The dispatcher will immediately
 - i. Notify all local departments of the escape, including:
 1. Name of the escapee
 2. Physical description of the escapee
 3. Direction of travel of escapee, if known
 4. Home Address of the escapee
 - ii. Notify the OIC of the Road Division who will:
 1. Come to the Jail to help maintain security
 2. Authorize notification of surrounding counties of the escape
 3. Authorize entry of the escapee into LEADS.
 4. Begin an immediate investigation to determine the possible whereabouts of the escapee
 - a. The Shift Supervisor of the Jail will provide the Road Division OIC with all pertinent information and records available.
3. Notify the Jail Administrator of the escape.
4. Notify the Sheriff of the escape.
5. No information will be released to the news media without approval of the Sheriff or his designee.

D. Crime Scene: Corrections Staff should treat the point of escape as a crime scene.

1. Only investigative personnel should be allowed in the area.
 1. Any and all items the inmate may have been in possession of (cards, letters, notes, etc.) should be kept secure at the scene for investigators.

E. Reporting: All corrections officers involved are required to submit a detailed written report of the incident as soon as possible. The Shift Supervisor will place an ESC (Escape) Event, attaching the inmate, in the Shift Log of the Jail's Record Management System.

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F. Evaluation:

1. A complete evaluation of the escape, including circumstances that led up to the escape and action taken by corrections staff, will be conducted by the Jail Administrator.
2. The Jail Administrator will present all findings of the evaluation in writing to the corrections staff and the Sheriff.

G. Investigation:

1. In the event of an escape from inside the security perimeter, the Detective Bureau of the Erie County Sheriff's Office will conduct a criminal investigation.