

Section 5: Security
Subject: Two-Way Communications
Minimum Standard: 5120:1-8-03(A)(6)
Revised: 8/2015, 9/2015

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

POLICY

The Erie County Jail shall have a two-way communication system between staffed control boards and inmate occupied areas that allows inmates to verbally contact corrections staff by speaking at a normal conversational level. All cells and entrance/exit ways in the Erie County Jail will have two-way communication that can be answered by Main Control, E Control, and/or B Control Rooms. At least one of these control rooms is to be manned by a Corrections Officer at all times.

PROCEDURE

1. Any cell that an inmate is placed into will have an intercom.
 - a. Inmates will have access to initiate communication with a Corrections Officer via the intercom.
2. Every entrance/exit order in the Erie County Jail will have an intercom on either side of the door.
3. Each Control Room (Main, A, and B) will have a Control Board that allows the Corrections Officer to initiate communication with an inmate via the intercom.
4. It will be the responsibility of the Corrections Officer assigned to the Board to monitor the intercom system.
 - a. Main Control Board will be an assigned post 24 hours a day
 - b. E Control Board will be an assigned post from 0600-1900 hours
 - c. B Control Board will be an assigned post as needed or as staff levels allow
5. Any malfunctioning parts of the intercom system will be immediately reported.
 - a. The Board Operator will advise the Shift Supervisor of the issue
 - b. The Board Operator will submit a Work Order to the Erie County Jail Facilities and Maintenance Department.