

**Section 2: Reception and Release**

**Subject: Separation by Gender During Booking**

**Minimum Standard: 5120:1-8-01(A)(11)**

**Revised: 06/2004, 01/2008, 12/2011**

**Authorized:** \_\_\_\_\_ **Effective date:** \_\_\_\_\_  
**Sheriff Paul A. Sigsworth**

**POLICY**

The Erie County Jail shall implement policies and procedures and produce documentation that evidences compliance showing that during booking, and at all times in jail, male and female inmates shall not be placed in the same cell or unsupervised area together. Jail staff is responsible to prevent physical and verbal contact between male and female inmates at all times.

**PROCEDURE**

In the event that a male and female booking are brought to the jail at the same time, or are waiting to be processed into jail at the same time, the shift supervisor will determine who is to be processed first. If a female is to be processed first the male inmate will be placed into a holding cell in the holding area or a place separate from female inmates. If the male is to be processed first the female inmate will be placed into the Congregate Holding Cell or a place separate from male inmates.

- A.** At no time shall a male or female be processed at the same time.
- B.** Male and female inmates must be housed completely separated by sight, touch, and out of range of normal conversation.