

	BRIDGEPORT POLICE DEPARTMENT	Distribution ALL PERSONNEL	General Order Number 5.11
	POLICY AND PROCEDURE GENERAL ORDER	Original Issue Date 5/21/19	Reissue/Effective Date 9/27/19
Order Title: PRISONER TRANSPORTATION		Accreditation Standard: POSTC: 1.9.2;1.9.3; 1.9.4; 1.9.5; 1.9.13; 1.7.7; 1.9.14; 1.9.15;1.9.16; 2.7.1; 2.7.2, 2.7.3; 2.7.4	Section 5
		Section Title PATROL FUNCTIONS	
Rescinds: 3.7.3		Roderick Porter, Chief of Police	

This General Order is for departmental use only and does not apply in any criminal or civil proceeding. This General Order should not be construed as creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims. Violations of this General Order will only form the basis for departmental administrative sanctions. Violations of law will form the basis for civil and criminal sanctions in a recognized judicial setting

I. PURPOSE:

The purpose of this general order is to establish clear guidelines for Bridgeport Police Department Officers to follow prior to, during, and immediately after a prisoner transport, including procedures relating to the safety of officers, prisoners, and the general public during transport operations.

II. POLICY:

Transporting prisoners is an inherently dangerous responsibility. Ensuring the safety of officers, prisoners, and the general public requires that the transporting officer must not assume that someone else has searched a prisoner or a transport vehicle. All prisoners, regardless of sex, age, race, perceived threat, or the nature of the offense committed, shall at a minimum, be checked for weapons and contraband prior to being transported. In addition, all transport vehicles shall be searched by the transport officer prior to and immediately after a prisoner transport in order to mitigate the risk to officers of prisoners escaping, gaining access to dangerous items or having an opportunity to destroy potential evidence.

III. DEFINITIONS:

Arrest: To take a person into custody for violation of any law, ordinance, regulation, or bylaw of the State of any Town or City within the State of Connecticut.

Detainee: A person in the custody of agency personnel and whose freedom of movement is at the will of agency personnel.

Disabled Detainee: A detainee with an anatomical, physiological, or mental impairment that hinders mobility.

In Custody: Being under the full control of a law enforcement officer.

Prisoner: Any person, regardless of age or sex, who is either arrested or taken into custody for an alleged violation of any criminal or traffic law, or pursuant to a warrant or other court order or directive, whether for transfer to a detention facility, court proceeding, arranging for bond or pending release or one who is taken into protective custody for transport to a mental facility for evaluation and/or admission as a mental health patient.

Restraining Devices: Equipment that is used to restrain the movement of a person in custody, such as handcuffs, flexcuffs, waist chains, and tie-down stretchers.

Security Hazard: Any threat to the security of a prisoner, to the facility in which he is held, or to others with whom the prisoner may come into contact. Estimations of the degree of security hazard will govern the means of transport, the types of restraining devices to be used, and other actions to be taken by the transporting officer.

Special Transport: Transportation of an incarcerated person other than to court or another detention or correctional facility.

Transport Vehicle: The vehicle used for transporting a prisoner from one point to another. The transport vehicle may be the patrol vehicle, such as in the case of transporting a prisoner after an arrest, or a specially designed prisoner transport vehicle such as a bus or van. This term does not refer to commercial vehicles, such as buses, trains, or airplanes that may be used for prisoner transport.

Transporting Officer: A Bridgeport Police Officer who is responsible for transporting a prisoner from one point to another.

IV. PROCEDURE:

A. Search of Prisoner Transport Vehicles

1. In order to mitigate the opportunity for prisoners to use or destroy weapons or contraband, the rear passenger compartment of every transport vehicle shall be searched by the operating officer:
 - a. At the beginning of the officer's shift
 - b. Prior to placing any individual in the transport vehicle
 - c. Immediately after transporting an individual in the vehicle
 - d. At the end of the officer's shift
2. The officer will document in a written report whenever (s)he locates any items, including weapons and/or contraband during the vehicle search.

B. Search of Prisoner(s) by Transporting Officer

1. All persons taken into custody present a potential risk to the safety of the transporting officer. Therefore, all prisoners shall be searched for weapons and/or contraband prior to being transported.
2. An officer transporting an arrestee from the site of a field arrest shall conduct such search as is legal and feasible under the circumstances and shall exercise extraordinary caution.
3. When available, an officer of the same gender will conduct prisoner searches. The arresting officer will take into account the most appropriate gender to search a suspect where the suspect's gender and his/her gender identity or expression are different. When an officer of the same gender is unavailable, a second officer will witness the search and/or the search will be recorded on the vehicle video camera or building video camera when available and practicable. The search should be limited to the outer clothing unless exigent circumstances require a more inclusive search, such as when the officer reasonably believes the arrestee is concealing a weapon, is destroying evidence, etc.

C. Transport Responsibilities

1. The Transporting Officer shall be responsible for:
 - a. The Transport Vehicle operator will complete an Arrestee Transportation Log (form 1008A). A separate log will be maintained for each shift or special assignment.

- b. Searching the prisoner prior to transport, and preparing him/her for transport.
- c. Confirming the identity of each prisoner to be transported.
- d. Providing documentation to the receiving officer or employee of the facility to which the prisoner is being transferred.
- e. Obtaining the name of the receiving officer or employee of the facility to which the prisoner is being transferred and include the information in a report.
- f. Making any notifications to the facility that the prisoner/arrestee is being transported to if the prisoner poses a security hazard, medical risk or suicide risk.
- g. Securing the officer's firearm prior to entering the Detention Facility.

D. Prisoner Property

1. All hand carried personal property shall be taken from the prisoner prior to transport, as well as the contents of any pockets.
2. All property accompanying the prisoner shall be inventoried.
3. The transporting officer shall be responsible for all property and its correct disposition once he has taken custody of it.
4. All property shall be listed in the arrest report in the appropriate sections.

E. Prisoner Restraining Devices to be Used During Transport

1. All Bridgeport Police Department prisoners being transported for any reason shall be restrained with appropriate devices that provide for the safety and security of both prisoners and officers. As a rule, prisoners will be secured with handcuffs behind their back; however, officer discretion may be used when determining what type of restraint device may be appropriate for prisoners who may be the exception to the rule. Race and gender will not be considered as a factor in determining whether or not a prisoner will be restrained during transport. The determination of how a prisoner will be restrained will be based upon an assessment of the prisoner's flight risk or propensity for violence, based upon; the severity of the charges, the prisoners' physical condition (age, illness, injury, etc.), the distance to be transported, and the mode of transportation.

2. Prisoners will never:
 - a. Be handcuffed to any part of a vehicle.
 - b. Be handcuffed to a member of the opposite sex.
 - c. Be handcuffed to an adult, when they are a juvenile, unless they are related.
3. Officers will document the restraint technique used for each prisoner in their report.
4. When restraining a prisoner:
 - a. Restraints shall be applied so as not to cause injury or restrict circulation.
 - b. All restraints shall be double locked if they are so equipped.
 - c. Handcuffs and/or body chains shall be used on all prisoners transported by vehicle.
 - d. Leg irons may be used on high-risk prisoner transports.
 - e. Flex cuffs may be used when necessary.
 - f. Absent exigent circumstances, restraints shall not be removed until the prisoner has reached the final destination.
5. Ill, injured, mentally ill, and physically handicapped prisoners present unique conditions that may dictate special care and treatment during the transport process.
 - a. Such prisoners shall be transported in the most secure and safe manner possible.
 - b. If the mental illness or physical handicap prevents a safe and secure transportation in a police vehicle, an ambulance may be called to assist with transport. These circumstances still require an evaluation by the transporting officer of the violence/flight risk of the prisoner being transported.
 - c. Special attention shall be given to persons who are non-ambulatory, or those requiring wheelchairs, crutches, or prosthetic appliances, and those requiring medicine.
 - d. The Shift Supervisor shall make a decision on what, if any, restraining devices should be utilized and how they will be utilized. In those instances where an accused appears to be or may be in need of immediate medical treatment after being taken into custody, the Shift Supervisor may authorize the subject to be taken directly to a Health Care Facility.

- e. If a decision is made to take a prisoner directly to a healthcare facility, such an advisement will be made to the Dispatcher.
6. Should a prisoner be in such a mentally disturbed state so as to jeopardize his own safety or that of the transporting officer, an ambulance may be called at the discretion of the Shift Supervisor. In the event an ambulance is called, a sworn officer will accompany ambulance personnel.

F. Transport Vehicle Configuration/Safety Barriers

1. The safety and security of officers, prisoners, and the public is best achieved by utilizing appropriate equipment.
2. Any police vehicle that is likely to be used for prisoner transport shall be equipped with a protective safety barrier between the front and rear seats or rear compartment. The barrier shall be configured and constructed in such a way as to prevent prisoners from having access to the driver's compartment.
3. Vehicles not normally used for prisoner transport are not required to be equipped with safety barriers.
4. The following modifications will be made to Bridgeport police vehicles designed for prisoner transportation:
 - a. Manual door locks on rear doors shall be disabled.
 - b. Crank handles for manually operated windows will be removed.
 - c. Rear door handles will be deactivated.
 - d. Electric rear door and window controls will be driver controlled.
5. In the event the vehicle does not have such a partition or protective cage, a unit having such a partition should be called to the scene for the transportation.

G. Prisoner Transport

1. Male and female prisoners shall be transported separately, when possible.
2. Juveniles shall be transported separately.
3. When prisoner transports are scheduled in advance, the transporting officer shall be of the same sex as the prisoner; or two officers shall be assigned to the transport, or a matron can be utilized to assist during the transportation of a female.

4. When an officer transports a person of the opposite sex, the officer shall advise the Dispatch of the location from which the transport originates, the destination, and the vehicle mileage. Upon arrival at the destination, the officer shall advise dispatch of the ending mileage.
5. Prisoners will not be allowed to communicate with persons other than the transport officers during transport.

H. Prisoner Location During Transport

1. When transporting prisoners, officers will ensure the safety of the officer and the security and safety of the prisoner and the general public by following these guidelines:
 - a. Officers shall transport prisoners using a vehicle with a physical security screen.
 - b. Prisoners will be seated in the passenger side of the rear seat.
 - c. Officers shall place the safety belt on all prisoners, unless doing so may expose the officer to risk of injury from a violent prisoner
 - d. Transporting officers will take the most direct route to their destination unless circumstances dictate otherwise.
 - e. When a prisoner is transported in a vehicle without a physical security screen, a second officer will sit in the left rear seat with his/her weapon away from the prisoner.
 - f. Transport officers will notify the desk officer of their location and starting mileage prior to transport. The transport officer will notify the desk officer when they arrive at their destination.
 - g. At no time shall a transporting officer leave a prisoner unattended unless assistance must be rendered to a third party in a life-threatening situation. In no case shall a prisoner be left unattended if there is reason to believe he/she poses an immediate risk to any person.

I. Safety Belt Use for Any Person Transported

1. Transport officers are responsible for ensuring any person being transported in a municipal police vehicle is secure in such vehicle through the use of a seat safety belt.

2. Transport officers shall use the appropriate approved child safety seat designed for the child's age, size, or weight for which such devices are prescribed by Connecticut General Statute 14-100a as might be amended from time to time when a child is transported.
3. No officer shall transport any person in a vehicle in which any seat safety belt is inoperable barring any emergency situation.
4. No officer shall modify, remove, deactivate, or otherwise tamper with the vehicle seat safety belts except for service, maintenance, and repair, or with a factory approved seat belt extension.
5. Officers who discover an inoperable restraint system shall report it and the vehicle should not be used to transport any persons.
6. All persons being transported shall be secured in the vehicle by a seat safety belt.
7. Exceptions to the use of a safety belt
 - a. Persons with a physical or mental disability (e.g. autism, developmental issues, etc.) or impairment which limits mobility because of age, injury, or medical conditions that would prevent restraint in such seat safety belt.
 - b. If any person is combative or officer safety considerations make the use of a seat safety belt impractical. Officers shall obtain permission from a supervisor to transport the person without the use of a seat safety belt.
 - c. If an officer deviates from the requirement to secure any person being transported with a seat safety belt is required in this policy, they should include such information and reason(s) in their report or CAD entry of the incident/transport.

8. Policy Violations

- a. If it is determined that a violation has occurred, and 1) the conduct constitutes a violation of this policy, and 2) that such violation undermines the public confidence in the agency, the chief law enforcement officer shall report the violation to the Police Officer Standards and Training Council (POST-C).
- b. POST-C shall conduct a de novo review of the violation. Whenever the council believes there is a reasonable basis for suspension,

cancellation, or revocation of the certification of the police officer because of the reported violation, the Council shall give notice and an adequate opportunity for a hearing prior to such suspension, cancellation, or revocation. If the Council finds, by clear and convincing evidence, that a violation of this policy has occurred, the Council may suspend, cancel, or revoke the certification of the police officer in accordance with section 7-294d of the general statutes.

J. Transportation Information for Dispatcher

Immediately upon commencing any transport, adult or juvenile, the officer shall give the following information to the dispatcher.

1. Confirmation that the officer is engaged in a prisoner transport.
2. Number of prisoners
3. Sex of prisoner(s)
4. Whether prisoner is adult or juvenile
5. Destination
6. Officers transporting prisoners of the opposite sex or juveniles will give their beginning mileage and upon arrival at the intended destination, their ending mileage to the Communications Dispatcher

K. Interruptions of a Prisoner Transport

The primary duty of the transporting officer is to safely deliver the prisoner(s) in their care. Only when there is a clear risk of death or injury to a third party and with the specific approval of the shift supervisor may the transporting officer stop to render assistance to other parties during a prisoner transport. Certain circumstances may dictate the need to stop and render assistance.

1. Secondary calls
 - a. When the transporting officer encounters a non-emergency need for law enforcement service, the officer will not stop but will report the need to the dispatcher. Officers assigned to the incident will be directed to explain to citizens the reasons why the transporting officers did not stop.
 - b. When the transporting officer observes an emergency situation, they shall report it to the dispatcher and request permission from the shift supervisor to render assistance. Only after receiving approval, will they stop and render assistance. A backup officer will be immediately dispatched to handle the call so the transporting officer can resume the transport. Upon being relieved, the transporting officer will verify the security of the prisoner and advise dispatch when they resume.

2. Tending to prisoner needs

- a. Transport officers will not stop to address routine needs of prisoners being transported. However, if necessary, transport officers may stop to address medical needs of the prisoner being transported. Officers should be aware that prisoners may be employing a diversionary tactic designed to facilitate an escape or a physical attack on the transporting officer. Prior to stopping to render assistance, the transport officer will advise the shift supervisor of the situation and receive approval. A back-up officer will be immediately dispatched to assist.

3. Long distance transports

- a. Interruption of prisoner transports may be necessary when traveling more than three hours. When a transport of more than three hours is anticipated, a second officer will be assigned to assist during transport. At least one officer of the same sex as the prisoner will assist with a long-distance transport in anticipation of the required use of public rest room facilities.
- b. If transporting officers are in uniform than they shall have their duty belt with lethal and non-lethal options available. Plain clothes officers shall have available both lethal and non-lethal options like ECW or Chemical Agent.
- c. When refueling or stopping for a meal, the location will be chosen at random by the transport officer.
- d. If the prisoner requires the use of a restroom, two officers will escort the prisoner to the restroom. Private facilities should be used when available. One officer will inspect the facility prior to allowing the prisoner to enter. Handcuffs may be removed to allow the prisoner to use the restroom facility and to wash up. Unoccupied restrooms will be used whenever possible.
- e. Prisoners will never be permitted to communicate with anyone during transport. Family members, friends and attorneys will not be permitted to accompany a prisoner, nor shall the transport be interrupted to allow for communication by the prisoner with any other person.

L. Unusual Occurrences During Transports

1. In the event of an accident, mechanical breakdown, illness, death, or escape, transporting Officers shall use common sense applicable to the situation. Guidelines and procedures pertinent to each situation should be followed. The safety and security of the general public, Officers and prisoner(s) are paramount at all times.
2. In the event of a traffic accident involving the transport vehicle:
 - a. First attention shall be given to any injured persons in the vehicle.
 - b. The local jurisdiction shall be notified immediately, and medical assistance requested if necessary.
 - c. The transporting officer's immediate supervisor shall be notified and shall make alternative transportation arrangements if necessary.
 - d. If the accident occurs at a location within Bridgeport City limits, the on duty Patrol Sergeant shall be notified and shall respond.
 - e. All procedures for response to an accident involving a Bridgeport Police Department vehicle shall be followed.
3. In the event of a mechanical breakdown, the transporting officer's immediate supervisor shall be notified.
4. If a prisoner becomes seriously ill in transit, the transporting officer shall obtain medical assistance as soon as possible, and notify his immediate supervisor.
5. The death of a prisoner in transit shall first be treated as a medical emergency, and medical assistance obtained immediately. The transporting officer shall notify his immediate supervisor and shall be responsible for all applicable documentation.

M. Transporting Sick, Injured, or Disabled Prisoners

1. Transporting handicapped, sick, or injured prisoners presents additional problems. Prisoners with physical or mental handicaps often need special handling techniques with which officers may not be familiar. Such unfamiliarity should be addressed prior to initiating the transport.
2. Prior to transporting the prisoner, the transporting officer shall determine any special medical conditions for the transport which have been established by a physician, or medical control. Prisoners who require medical treatment during the transport, will not be transported in a standard police vehicle but in an ambulance, wheelchair van or other suitable vehicle staffed with personnel medically qualified to administer whatever care may be necessary.

3. Restraint devices will only be used when absolutely necessary to prevent escape of the prisoner, and only when a physician or medical control has stated that the use of a physical restraint will not injure the prisoner.

N. Prisoners Transported to a Medical Facility

1. Officers will ride in the ambulance when transporting a prisoner to a medical facility to prevent violent assaults on ambulance personnel, for evidentiary purposes, and to reduce the risk of escape. Officers shall follow the procedures set forth above in this General Order when prisoners are transported to a medical facility in a police cruiser.
2. Prisoners should be restrained during transport to and from medical facilities, and while at the medical facility, unless prevented by injury or when medical personnel request the restraints be removed to allow for examination and treatment.
3. The transporting officer will remain with the prisoner during examination and treatment, except when a doctor or medical staff requests the officer leave the treatment area. In that event, an officer shall take a position that prevents escape.
4. If the prisoner is violent or an escape risk, the transporting officer will request dispatch to notify hospital security, or the local police agency where the facility is located.
5. Officers will remain with prisoners who are admitted to a medical facility until they are discharged from the hospital, released on bond or PTA, or arraigned at the hospital. The on-duty Supervisor shall assign officers to provide security while the patient is admitted.

O. Documentation to Accompany Prisoners

1. Proper identification of prisoners being transported, and special concerns or risks presented by such prisoners is necessary to ensure the safety of officers and the public.
2. Prisoners being transported between facilities will be identified by reliable means, such as booking records, photograph, fingerprints, identifications, or personal knowledge of the transporting officer.
3. The transporting officer will carry all documentation relative to the prisoner's identification, destination, escape risk, suicidal tendencies, or unusual medical conditions, and shall advise receiving agency personnel of any potential medical or security hazards. Transporting officers should also carry a properly

executed governor's warrant or waiver for interstate transports. The transporting officer shall deliver all documentation to the receiving officer.

4. Transporting officers will obtain the signature of the receiving officer and document transfer of custody in their written report.

P. Prisoner Escape

1. In the event of a prisoner escape during transport, the primary objective is to recapture the prisoner, prevent injury to the public, property or to police officers. In the event of an escape, the transporting officer(s) shall:
 - a. Notify the dispatcher and the on-duty supervisor.
 - b. Make an immediate attempt to recapture the prisoner. If an immediate recapture is not possible, it is more prudent to await the assistance of other police officers.
 - c. Notify the nearest local police authority, when not in Bridgeport's city limits, and follow their directions.
 - d. Provide the identity and full description of the escapee(s), the circumstances of the escape, and any other information which may lead to the apprehension of the escapee(s).
 - e. If the escapee is not recaptured within the normal tour of duty of the transporting officer, that officer shall notify the Detective Bureau for an application for an arrest warrant on the charge of escape.
 - f. Document the circumstances surrounding the escape and efforts made to capture the escapee and complete all applicable reports.

Q. Prisoner Transport Vans

1. The Bridgeport Police Department maintains Prisoner Transport Vans to assist police personnel in prisoner transport activities. The Shift Commander will determine when staffing levels and activity levels result in the determination to staff the Prisoner Transport Vans.
2. When the Prisoner Transport Vans are used for prisoner transport, one (1) officer will be assigned to staff the van.
3. The operation of the Prisoner Transport vans does not require any additional qualifications or certifications.

4. Officers assigned to the Prisoner Transport van will be responsible for the welfare of all detainees transported by them and will assure that prisoners are transported in accordance with the guidelines stated in this directive paying particular attention to the security and medical needs of the prisoners.
5. All prisoners will be searched before they enter the van, and the van will be searched when the prisoners are removed from the van.
6. Male, female, and juvenile prisoners will be isolated from each other at all times during transport.
7. Officers will inspect the vehicle prior to the beginning of the shift to assure all equipment is in working order to include inspection of the first aid kit and a search of all compartments and prisoner areas.
8. The Bridgeport Police Department Fleet Manager is responsible for maintenance of the Prisoner Transport vans and officers will complete an inspection report in conformance with Directive 5.01. Any deficiencies will be immediately reported to the Patrol Supervisor.