

Greer Police Department

General Order 810.1 Detainee Transport

This order consists of the following numbered sections:

- I. GENERAL DETAINEE TRANSPORTATION PROCEDURES
- II. TRANSPORTING MULTIPLE DETAINEES
- III. SPECIAL TRANSPORT SITUATIONS
- IV. TRANSPORT TO OTHER DETENTION FACILITIES
- V. ESCAPES DURING TRANSPORT

By Order of: *Matt Hamby*
Chief of Police

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70.4.2; 70.5.1

I. GENERAL DETAINEE TRANSPORT PROCEDURES

- A. Every detainee transported in a police vehicle, regardless of destination, shall be searched and handcuffed by the transporting officer prior to being transported, unless specifically exempted under provisions of this procedure.
- B. To reduce the presence of weapons and contraband, every police vehicle shall be searched by the assigned officer:
 - 1. At the beginning of that officer's shift.
 - 2. Prior to and after transporting detainees.
 - 3. At the end of the officer's shift.
- C. At the beginning of each shift, the assigned officer shall examine the police vehicle to ensure that it is in good operating condition and equipped with the proper required safety items such as first aid kit, bloodborne pathogen kit, spare tire and jack.
- D. Detainee(s) transported by police officers shall be secured in handcuffs that are checked for fit and double locked with their hands behind their back. For detainee(s) just arrested, the arresting officer will document this practice in the incident report. Every detainee shall be, unless extenuating circumstances exist, secured with seat belts.
- E. Exemptions to handcuffing behind the back may be made in limited circumstances at the discretion of the transporting officer, keeping in mind the safety of the officer and others. These persons should, when possible, handcuffed in the front. Examples are:
 - 1. Persons with obvious or stated disabilities incapable of placing their hands behind the back.
 - 2. Very young, elderly, or ill persons arrested for minor offenses.
 - 3. Pregnant women shall not be handcuffed behind their backs. Officers shall handcuff pregnant women with their hands in front of their body, unless handcuffing creates further injury or harm to the detainee.
- F. Additional transporting considerations:
 - 1. Detainees may be restrained with a restraining belt, leg shackles and/or hobble restraint, when deemed appropriate.
 - 2. All property of the detainee and identifying arrest/booking information shall be transported with same. All detainee property shall be removed from his person and placed in the appropriate container prior to entering the Greer Detention Facility or any other detention facility.
 - 3. Upon arrival at any detention facility, the transporting officer will not remove the detainees handcuffs until searched by the facility detention officer and approval is given.

4. No person shall be handcuffed to any stationary object or to any part of the transporting vehicle except in emergency situations where no alternative exists. If such a situation arises, proper documentation of the incident shall be required.
- G. If a detainee becomes disorderly during transport:
1. The transporting officer should continue to his destination if the detainee does not pose a threat to the safe operation of the vehicle. The Communications Section should be informed that there is a disorderly subject in the vehicle, and assistance will be required when the subject is removed from the vehicle. The detainee must be kept in the vehicle until help arrives.
 2. If the detainee poses a threat to safe operation of the vehicle, the officer should pull to the side of the road, notify the Communications Section of his/her location and the nature of the problem, exit the vehicle and wait for help to arrive.
- H. A detainee shall not be allowed to communicate with others while being transported.
- I. Whenever there is an indication that a detainee may be a potential hazard to the safety and security of others or themselves, while undergoing transportation, confinement, or trial, this fact shall be brought to the attention of the transporting officer, judge or clerk of court and holding facility.
1. Specific reasons (escape risk, suicidal, mentally disturbed, medical issues) shall be detailed.
 2. The intake officer at the holding/detention facility or the judge of the court shall be notified so that additional personnel, precautions or restraining devices may be used if necessary.
- J. Prior to being transported to or from a detention facility, the transporting officer will ensure that a positive identification of the detainee has been made and that all required paperwork has been completed and accompanies the detainee.
1. Identification verification may be accomplished by comparing the detainee's physical appearance with jail records, comparing fingerprints, comparing signatures, interviewing the detainee, or any other method which will assure the officer of the correct identity of the detainee.
 2. Commitment papers or the general sessions warrant, and when required, tickets, and all personal property shall be transported with the detainee. Pre-detention forms for County Detention Facilities will be completed here or at the Facility. For interstate transports, a properly executed governor's warrant, extradition warrant or waiver shall be obtained in advance and transported with the detainee.
 3. All transporting officers will complete a Pre-Detention Questionnaire for every detainee brought into the Greer Detention Facility. This questionnaire will be available in the booking area and solicits detainee background information regarding known medical, mental, and behavioral histories, or escape tendencies. The questionnaire must be completed by the transporting officer prior to acceptance of the detainee by detention personnel. Every question will be answered individually by circling yes or no. The completed Pre-Detention Questionnaire will then be kept with the inmates booking packet. This procedure does not apply to detainees returned to our facility from another for the purposes of court or arraignment.

K. Incidents During Transport

The primary duty of the transporting officer is the safe delivery of the detainee. Diversionary incidents, whether or not instigated by the detainee or others, may enhance the chances for an escape or potential danger to the safety of the detainee being transported.

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1. An officer transporting a detainee shall stop to render assistance only when there is a clear, immediate and grave risk of physical harm to a third party, and no police unit is readily available to render the assistance.
 2. Prior to assisting, the dispatcher will be notified of the identity of the unit, the fact that the officer is transporting a detainee, and the location and nature of the incident.
 3. The officer shall only remain until the arrival of emergency assistance.
 4. Officers who are transporting detainees shall not become involved in a pursuit, road block or other situation which might potentially cause harm to the detainee.
- L. Transporting officers will be able to visually observe detainees in their custody at all times. If a detainee is not viewed while using toilet facilities, they will be searched immediately after leaving the rest room. On trips of extended length, whenever possible, a female officer should accompany female detainees, and a male officer should accompany male detainees.
- M. Vehicles used primarily for transporting detainees will have a safety barrier present that separates the driver from the detainee and will be modified to minimize opportunities for the detainee to exit from the rear compartment without the aid of the transporting officer. This will be accomplished by making the windows inoperative from the rear seat and disconnecting the door handles from the inside compartment.

II. TRANSPORTING MULTIPLE DETAINEES

- A. A single officer transporting a single detainee in a screened vehicle will transport the detainee in the rear seat, passenger side, handcuffed and, unless extenuating circumstances exist, with the seat belt fastened. As a general rule, one officer should transport one detainee unless extenuating circumstances exist. A single officer should not transport a detainee in an unscreened vehicle, unless approved by a supervisor or under emergency circumstances. When transporting a detainee in an unscreened vehicle, the detainee will be handcuffed behind the back, seat belted and sit on the rear passenger side.
- B. Two officers transporting a single detainee, or two or three detainees, in a screened vehicle may transport with both officers in the front seat and the detainee(s) secured in the rear seat, handcuffed, with the seat belt(s) fastened.
- C. Two officers transporting a single detainee in an unscreened vehicle shall place the detainee in the rear seat, handcuffed and with the seat belt fastened. The second officer will ride in the rear seat with weapon on the opposite side from the detainee.
- D. In any situation with a number of persons to be transported such as picking up detainees at the Detention Center for transport to City Court, the Transport Van will be utilized.
- E. All vehicles used to transport detainees will have the rear windows and locks disabled.

III. SPECIAL TRANSPORT SITUATIONS

- A. When a meal is required during the transport of a detainee (when transportation is to or from a long distance which takes several hours), the eating place will be selected at random so that predicted patterns of behavior by transporting officers may be avoided.
- B. When a detainee is transported to a local hospital for any reason, the following shall apply:
 - 1. Extreme caution will be taken to ensure the detainee is isolated from any other patients and is not left unattended or permitted to escape the immediate control of the transporting officer.
 - 2. The transporting officer will not leave the medical facility until relieved by another officer or instructed to do otherwise by a supervisor. Should a detainee need to be admitted to the hospital, the transporting officer must notify the on-duty supervisor of the circumstances. The on-duty supervisor shall make a decision on whether or not the detainee must be guarded.
 - 3. The transporting officer will remove the restraints only when it is deemed necessary, and is requested to do so by the medical staff.
- C. When transporting a juvenile detainee or a detainee of the opposite sex, the officer will notify the dispatcher (specifying w/f, juv w/f, b/f, etc) advising the current mileage and destination. Upon arrival, the officer will go out of service and again announce the exact location and mileage. These items will be recorded on the audio tape logging system for future reference if needed.
- D. Physically and mentally handicapped detainees present conditions for their transportation that dictate special care and attention. For example, the type of vehicle used would be a consideration when transporting non-ambulatory detainees or those requiring wheelchairs, crutches or prosthetic appliances.
 - 1. Detainees in wheelchairs or who require walking aids should not normally require the use of restraining devices. The on-duty supervisor will be summoned whenever the officer is in doubt about the use of restraining devices in situations involving the physically or mentally handicapped. The safety of the detainee and the transporting officer requires care when transporting handicapped detainees. The degree of physical restraint to handicapped detainees will be applied within reason, upon approval of a supervisor, dependent upon such factors as the seriousness of the handicap, mobility of the detainee, and the circumstances of the arrest.
 - 2. Restraining devices such as handcuffs, leather restraints or hobble restraint may be used if the detainee's actions indicate a risk of physical harm to the detainee or others.
 - 3. Restraining devices should not be used if the officer determines their use would cause injury to the detainee.
 - 4. Detainees confined to wheelchairs, crutches, or prosthetic appliances may be transported in the Transport van.
- E. Any detainees who are sick or injured shall be examined by EMS personnel and offered treatment for their injury or illness prior to being transported to any jail or detention facility.
 - 1. If the detainee refuses treatment, a copy of the refusal form from the hospital or

EMS will be presented to the jailer upon admission to the detention facility.

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2. If the detainee was injured incidental to arrest, a Use of Control Techniques report be completed and forwarded to the supervisor for investigation. The on-duty supervisor will respond and document the incident as required in General Order
3. If necessary, EMS may be called to provide an ambulance for transportation to a medical facility. If the subject is under arrest or still in custody, a Greer police officer will accompany the EMT and the detainee will remain under guard by the officer.
4. General Order 820.1 II.I requires the following for detainees arriving at the Greer Detention Facility: Any detainee who is injured to the extent that treatment is required, who appears acutely ill, or who is in a stupor or coma, even though the apparent cause is intoxication, or has been administered Narcan in response to drug overdose shall be transported to the appropriate hospital and examined by a physician prior to admission into the Greer Detention Facility.
5. While being transported, a sick or injured detainee shall be restrained or handcuffed unless the handcuffs would compound the injuries. Sufficient personnel will be aboard the ambulance to assist in transporting an unrestrained detainee.
- 6 in Any equipment such as wheelchairs, prosthetic devices or crutches may be placed the ambulance or transported by cruiser at the officer's direction. Any medicine, insulin or other special needed by the detainee should be transported in the ambulance with the detainee.
- 7 Detainees remaining at the hospital of medical facility will be closely monitored by the officer to ensure the detainee is isolated from the other patients and is not left unattended or permitted to escape the immediate control of the transporting officer.
- 8 Hospital security should be notified upon the officer's arrival at the hospital.
- 9 The transporting officer shall not leave the medical facility until relieved by another officer or instructed to otherwise by a supervisor.
- 10 If the detainee is admitted to the hospital, the transporting officer must notify the supervisor of the circumstances.
- 11 The transporting officer shall remove any restraints only when it is deemed necessary and instructed to do so by medical staff.
- 12 In the event that an extended hospitalization of the detainee is necessary, the on-duty supervisor will coordinate with appropriate staff to ensure proper coverage.
- 13 Personnel assigned to guard the detainee are cautioned not to become too familiar with the detainee and remain vigilant in their duties at all times

F. Special Transport Situations

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As a non-holding facility, we may seldom, if ever, be called upon to transport detainees to funerals, hospital visits or reading of a will. If, however, we are called upon to do this, are considerations to be made:

1. Special details of this nature will only be performed by an order of the court.
 2. The detainee will remain handcuffed at all times unless the court order directs otherwise. If the handcuffs are to be removed, it will be done with all necessary precautions taken by the officers and only for the prescribed period of time as stated in the court order.
 3. These details will always be performed by two or more officers. Upon approval of a supervisor, leg restraints may be used, if appropriate.
- G. Mentally disturbed detainees may pose a significant threat to themselves and/or the transporting officers. Therefore, mentally disturbed detainees are to be restrained securely without causing injury.
1. If the detainee is violent, an EMS ambulance may be called for transport. In the absence of an available ambulance, the supervisor may authorize additional officer to assist in the transport in a police vehicle.
 2. When it appears that a detainee's violent or bizarre behavior may constitute a risk of harm to himself or others, the detainee may be transported on a stretcher in the ambulance, with handcuffs and/or body restraints applied. This method of transportation should only be utilized after other methods have been eliminated as infeasible.

IV. TRANSPORTATION TO OTHER DETENTION FACILITIES

The transporting officer will search the detainee prior to transport and will be aware of and follow the procedures at the different state and county institutions, forensic hospitals and mental units. The following procedure will apply to all detention facilities:

- A. The transporting officer will at no time enter a secure area or receiving area with his/her firearm. If the institution does not have the facilities for securing firearms, they are to be locked in the trunk of the vehicle.
- B. The restraints will only be removed on the instructions of the receiving officer.
- C. The transporting officer will be responsible for making sure all the necessary paperwork is properly exchanged with regard to the transfer and obtain a signature of the receiving officer.
- D. Ensure the detainee's property is properly transferred.
- E. Notify the receiving offices of any medical, mental, or security risks by way of that facility's pre-detention questionnaire. The Greer Detention Facility keeps copies of the pre-detention questionnaire for both Greenville and Spartanburg County Detention Facilities.

V. ESCAPES IN TRANSPORT

Following the escape of a detainee during transport, the transporting officer must take action which includes the following:

- A. Persons to be notified:
 - 1. Communications, with a location and description of the escapee.
 - 2. Supervisor
 - 3. All surrounding jurisdictions.
 - 4. Police jurisdictions of the escapee's residence and jurisdictions of known associates.
- B. Reports to be prepared:
 - 1. Offense report (escape from custody) including the circumstances of the escape and listing any and all equipment lost (the restraints, etc.).
 - 2. Supervisory memorandum detailing his investigation of the circumstances surrounding the escape to be forwarded via the chain of command to the Chief of Police.
- C. Other actions to be taken:
 - 1. A teletype will be sent, with additional messages directed to any agencies with the likelihood of coming into contact with the escapee.
 - 2. Sign additional charges and ensure additional wants and warrants are entered into the computer.
- D. Should an escape occur outside the jurisdiction of the Greer Police Department, the transporting officer will:
 - 1. Notify local authorities of:
 - a. His/her identity.
 - b. Current status.
 - c. Location.
 - d. Description of escapee.
 - e. Direction of flight.
 - f. Description of vehicle, if any.
 - g. Charges against escapee.
 - 2. Have the local authorities notify the on-duty Greer supervisor of the situation.
 - 3. Prepare reports in section B on previous page.

