



Chapter: Arrests, Use of Force, Care of Prisoners
Subject: 05-24 – Transporting Prisoners
Effective: November 1, 2024
Supersedes: Official Order 05-24, dated April 19, 2022
Distribution: Department Members

PURPOSE: This Order establishes department policy related to transporting prisoners.

05-24-1 POLICY

It is the department's policy that enforcement members transporting prisoners will take all necessary precautions to ensure the safety and security of law enforcement, arrested persons, and the public.

05-24-2 PRIOR TO TRANSPORTING

- A. At the beginning of each shift, and after transporting a prisoner, enforcement members shall:
- (1) Inspect the passenger compartment of the patrol vehicle for unauthorized items (e.g., weapons, property, contraband).
 - a. Enforcement members shall document unauthorized items that have been found or seized in their incident report.
 - b. If an unauthorized item is not clearly attributable to a suspect or incident, it shall be documented under a new incident number.
 - (2) Ensure the patrol vehicle is equipped with at least one seatbelt lock cover. If the seatbelt lock cover is missing from the patrol vehicle the enforcement member shall immediately notify a supervisor and note the missing lock cover on their daily until it is replaced. If a shift supervisor is not immediately available, an email may be used for notification purposes.
- B. Enforcement members shall verify the identity of the person being transported in accordance with OO 07-11 – Identification of Suspects.
- (1) The following items shall accompany a prisoner being transported from one law enforcement agency to another:
 - a. Personal property currently in the prisoner's possession.
 - b. Any documentation concerning a prisoner's risk of suicide, escape, or other potential security risks.

- C. The prisoner shall be handcuffed and searched according to department directives. Universal precautions and personal protective equipment should be considered when in contact with all prisoners, particularly those known to have communicable diseases.

05-24-3 TRANSPORTING

- A. Prisoners shall be handcuffed in accordance with OO 05-23 – Handcuffing and secured so that they cannot escape, cause an accident, or harm the enforcement member in any way while being transported. Whenever possible, prisoners should be transported in an upright position and be closely monitored during transport. See Section 05-24-3 B (9) for information on positional asphyxia.
- (1) Seatbelts and the seatbelt auto locking retractor shall be used to further secure and provide safety for the prisoner during transport.
 - (2) If transporting a sick, injured, or disabled prisoner, consideration should be given to the type of restraint used without compromising safety and security.
- B. Motor Vehicle Transportation
- (1) Whenever a prisoner is placed in a patrol vehicle equipped with a seatbelt lock cover, the prisoner shall be secured by using the seatbelt auto locking retractor and the seatbelt lock cover. If there is not a seatbelt lock cover, the prisoner shall be secured by using the seatbelt auto locking retractor. In both circumstances, the enforcement member shall make every attempt to maintain visual observation of the prisoner to ensure they do not disengage the seatbelt.
 - (2) When a prisoner's hands must be handcuffed in front, a "Flex-Cuff" or similar device shall be secured around the belt to further secure the individual by limiting the use of their hands. If the prisoner is not wearing a belt, the seat belt shall be placed across the connecting links of the handcuffs to secure the individual.
 - (3) One Enforcement Member and One Prisoner
 - a. The enforcement member shall place the prisoner in the front seat and use the seat belt and seatbelt auto locking retractor to further secure the individual during transportation.
 - b. When transporting a prisoner in the front seat, the enforcement member should consider securing the long guns in a different location, such as the trunk.
 - (4) One Enforcement Member and Two Prisoners
 - a. One enforcement member shall not attempt to transport two prisoners unless assistance is unavailable, and the enforcement member reasonably believes the transport may be completed safely.
 - i. The enforcement member shall take into account the circumstances of the arrest, the crime involved, and the character of the prisoners being transported, when determining whether the transport may be completed safely.
 - b. When one enforcement member transports two prisoners, one prisoner shall be placed in the front seat and the other in the right rear seat.
 - (5) One Enforcement Member and More Than Two Prisoners

- a. In vehicles other than those specifically equipped for transporting several prisoners, one enforcement member shall not attempt to transport more than two prisoners.

(6) Two Enforcement Members and One Prisoner

- a. When two enforcement members transport one prisoner, one enforcement member shall sit in the rear seat with the prisoner. The enforcement member shall sit behind the driver. Enforcement members should be aware, in most cases, that the service weapon is exposed and next to the prisoner. The prisoner shall be secured as indicated above.

(7) Two Enforcement Members and Two Prisoners

- a. When two enforcement members transport two prisoners, one of the enforcement members shall sit behind the driver, one prisoner in the front passenger seat and the second prisoner seated in the right rear passenger seat.

(8) Two Enforcement Members and Three or More Prisoners

- a. Two enforcement members may be able to transport three prisoners. However, consideration shall first be given to the circumstances of the arrest, the crime involved and the character of the prisoners. When transporting three prisoners, one prisoner shall be positioned in the front seat and two in the rear seat, secured as indicated above. The second enforcement member shall be seated behind the driver.
- b. Two enforcement members shall never attempt to transport more than three prisoners. If more than three prisoners need to be transported, assistance from other troopers or local police agencies shall be obtained.

(9) Prisoners of Another Sex

- a. When it is necessary to transport a person of another sex, the transporting enforcement member shall advise by radio the time of departure with the prisoner along with the odometer reading. At the destination, the enforcement member shall again advise the time and odometer reading. The enforcement member shall relay the required information at the beginning and end of the transport to their regional communications center.

(10) Positional Asphyxia

- a. Positional asphyxia can be defined as asphyxiation resulting from the position in which one is placed (i.e., lying face down with one's hands behind one's back) making breathing difficult.
- b. When securing and transporting violent and/or resistant subjects, enforcement members shall be aware of "positional asphyxia." Positional asphyxia may be responsible for some in-custody deaths while transporting prisoners. At risk are prisoners who are under the influence of drugs or alcohol, are obese, or who are reacting violently to the enforcement members. When secured with alternative methods and placed in a face down position, these subjects can become very quiet and subsequently stop breathing.
- c. Whenever possible, prisoners should be transported in the upright position.

d. If prisoners are being transported in an alternative position and/or have been sprayed with OC/CS chemical, the prisoners shall be closely monitored for "positional asphyxia" during transport.

(11) In the event an arrest situation should deteriorate to the point that the subject is spitting on enforcement members, it is permissible to cover the subject's mouth with the surgical mask provided in the first aid kits within the patrol vehicle. Under no circumstances shall members place tape or a similar airtight covering over a person's mouth.

C. Commercial Air Carrier and Other Public Transportation

(1) For commercial air or public transportation procedures, enforcement members shall reference written directives governing extradition procedures.

D. Interruptions During Transport

(1) The transporting enforcement member is responsible for the safe delivery of the prisoner. Enforcement members generally shall not stop to provide assistance to others during a transport. Enforcement members may stop and assist if they are first on the scene of an emergency and there is minimal danger from/to the prisoner. They shall notify their regional communications center and remain on location until other emergency assistance arrives.

(2) Enforcement members conducting extended transports may need to allow reasonable opportunity for the prisoner to use a bathroom facility. Enforcement members shall only use a secure facility such as a post, county or municipal jail, or other law enforcement facility.

a. If a prisoner needs to use a bathroom, enforcement members shall check the bathroom first for weapons and contraband and shall search the prisoner after the bathroom break.

E. Prisoner communication during transport

(1) A prisoner is not normally allowed to communicate with attorneys or other persons during transport due to security and safety concerns. Enforcement members may use their training, experience, and the totality of the circumstances to determine if an exception should be made.

F. Prisoner transport to a medical care facility or hospital

(1) If, while in department custody, a prisoner is transported to a medical care facility or hospital for treatment, examination, or admission, the transporting enforcement member shall:

b. Keep the prisoner under constant supervision to guard against escape or injury, except for exigent circumstances.

c. Use caution if restraints must be removed from the prisoner for treatment.

05-24-4 NOTIFICATION RESPONSIBILITIES FOR PRISONER TRANSPORTS

A. When an inter-district prisoner pickup is being made:

(1) The post calling for the prisoner shall notify their district headquarters (via the regional communications center) and Operations Section of the enforcement member's name, the vehicle number, the name of the prisoner to be picked up, and the type of warrant.

- (2) Any observed or suspected medical conditions or security risks shall be communicated to the location receiving the prisoner.
- (3) Enforcement members with prisoners shall maintain radio contact with their regional communications center for the duration of the prisoner transport.
- (4) The home post shall monitor the location of the enforcement member.
- (5) If a communication failure occurs with the enforcement member, the regional communications center shall notify the home post and the Operations Section.
- (6) When the enforcement member completes the prisoner pickup, the Operations Section and the regional communications center shall be notified.

05-24-5 TRANSPORT DESTINATION PROCEDURES

A. Enforcement members shall comply with the rules of the destination facility and shall:

- (1) Secure firearms and other weapons according to the policies, rules, and procedures for the facility.
- (2) Remove restraints or allow facility personnel to remove restraints according to their policies, rules, and procedures.
- (3) Provide all relevant documentation to facility personnel.
- (4) Advise facility personnel of any observed or suspected medical conditions or security risks.
- (5) Document the exchange of custody.

05-24-6 ESCAPE FROM CUSTODY DURING TRANSPORT

A. Should a prisoner escape during transport, the transporting enforcement member shall:

- (1) Immediately notify their regional communications center of the escape and relevant information such as description, charges, and direction of travel.
- (2) Attempt to capture the prisoner, if safe and practical to do so.
- (3) Notify their shift supervisor and other appropriate individuals.
- (4) Complete follow-up reports as appropriate.

DIRECTOR

Annual Review Responsibility: Training Division, Field Services Bureau

Accreditation Standards: CALEA 70.1.1 – 70.1.8, 70.2.1, 70.3.1, 70.3.2, 70.4.2, and 70.5.1