

**Lower Providence Township Police Department
Eagleville, Pennsylvania**

General Order ☒
Special Order ☐
Personnel Order ☐

ORDER NUMBER

902

Subject

Transporting of Prisoners

Date of Issue

February 4, 2020

Effective Date

February 4, 2020

Expiration Date

**Until Amended or
Rescinded**

Issued by:

Michael Jackson, Chief of Police

Amends

Rescinds

Standard Number:

2.5.1 / 2.5.3 / 2.5.4 / 2.5.5 / 2.5.6 / 2.5.7 / 3.1.15 / 3.1.16

Distribution

- 1. General Order Manuals**
- 2. Records Manual**
- 3. Reading Verification to all Personnel**

I PURPOSE

It shall be the purpose of this policy to establish guidelines for the safe transportation of prisoners to and from holding facilities and court procedures. To ensure the safety of officers and prisoners and to prevent the escape of prisoners in police custody.

II POLICY

The Police Department is responsible for the welfare and safety of its employees, persons in its custody and innocent citizens. Officers will be alert and adhere to precautionary measures to reduce the probability of injury to employees and citizens and injury or escape of prisoners.

III REGULATION

A. General

1. Prisoners shall be secured using proper restraining devices, handcuffs, leg irons or transport belt.
2. Prisoners will be searched each time they come into a transporting officer's custody.
 - a. Searches should be conducted by members of the same sex when feasible.
3. Officers should exercise caution during searches to avoid contracting communicable diseases, parasites, or injury from hidden items such as needles, etc.
4. If an officer suspects that he may have been infected or is injured from contact with a prisoner, he shall report it immediately to his supervisor and seek medical attention.
5. Mental patients, sick, injured or disabled prisoners should be restrained when necessary. The use of soft restraints may be used instead of handcuffs. Soft restraints are available.

B. Transport Operation:

1. Transporting officers will not lose sight of the prisoners under their control.
2. Before transporting prisoners, the officer shall provide the dispatch center with the following information:
 - a. Arrest location and destination of transport.
 - b. Vehicle starting mileage.
 - c. Number and sex of prisoners.
 - d. Ending mileage when transport is complete. The dispatcher will provide the beginning and ending times of the transport. This information will be entered into the notes of the call.
3. Transporting officers may not engage in a pursuit, high speed, or erratic driving while transporting prisoners.
4. Transporting officers shall not stop or cause a delay in the transportation of prisoners, and should only respond to an unrelated law enforcement incident of a life-threatening nature.
5. Requests by the prisoner to communicate with family, attorney, or use of a restroom while being transported will be denied until the destination has been reached.
6. In the event of a need to transport a prisoner for an extended time period, such as in an extradition, the officer should:
 - a. Allow prisoners reasonable time to use toilet facilities without compromising security.
 1. If the prisoner is of the opposite sex the toilet facility will be checked prior to the prisoner using it to ensure there are no escape routes, potential weapons and/or no other individual is inside.
 - b. Select meal facilities, if required, at random.
7. Restraining devices will remain on the prisoner until transfer has been made and the receiving facility has control over the prisoner.

C. Prisoner Escape:

1. Should an escape occur during transport, officers will:
 - a. Notify the communications center and request immediate broadcast over the police radio.
 - b. Notify the jurisdiction in which the escape occurred.
 - c. Notify the State Police, if within a jurisdiction in which the State Police provide primary services
 - d. Broadcast a physical and clothing description of the escapee, advising the last known direction of travel and charges against the escapee.
 - e. Attempt, when possible, to recapture the escapee.
 - f. Notify shift supervisor directly.
 - g. Have all the information regarding the escapee reported to CLEAN/NCIC as may be appropriate.
 - h. Submit a written report explaining the details of the escape to the Chief of Police through the chain of command.

D. Identification and Documentation:

1. Officers transporting a prisoner from a detention facility or other police department should verify the identity of the prisoner. Booking records, photographs or fingerprint records of the prisoner should be used to confirm the persons to be transported.
2. The transporting officer shall be made aware of security issues, medical issues, escape issues or suicidal tendencies and this information shall be relayed upon delivering the prisoner to the proper security personnel or judge by the transporting officer.
3. When transporting a prisoner from one facility to another the officer shall, at the destination:
 - a. Secure his firearm and other weapons.
 - b. Transfer custody to the receiving officer.
 - c. Deliver all documents and prisoner property to the receiving officer.
 - d. Document the transfer of custody, the delivery of documents and any notifications concerning the medical or security issues that were made to the receiving officer in the Incident Report or on any form prescribed by this agency.
4. All rules in effect for security, at any facility, shall be adhered to by the transporting officer.

Michael Jackson

Michael Jackson
Chief of Police