

TITLE IN-PERSON SURVEILLANCE		POLICY NUMBER 3.8	
DISTRIBUTION JAIL OPERATIONS DIVISION		EFFECTIVE DATE 11-1-01	PAGE OF 1 2
<input checked="" type="checkbox"/> NEW AMEND RESCINDS	NUMBER N/A	SOURCE Georgia Jail Standards	APPLICABLE STANDARD NUMBER 23.22,23.23,23.24,23.29
APPROVED BY Sheriff Benny Deloach			DATE

I. POLICY

To ensure the safety and security of inmates and the facility, inmates in the Appling County Detention facility are provided direct in-person surveillance on a routine basis.

II. PROCEDURES

- A. Detention staff shall not rely solely on closed circuit television to supervise inmates. Direct in-person surveillance is to be made of every inmate in the general population at staggered intervals at least every 60 minutes.
- B. Inmates confined to special housing or housing and day rooms which contain potentially incompatible inmates, multiple occupancy holding areas, padded/rubbered rooms/cells are to receive in-person surveillance at staggered intervals of at least every 30 minutes.
- C. Inmates who are suicidal, assaultive, escape risks, mentally/ emotionally disordered, or recovering from intoxicants shall receive in-person surveillance of at least every 15 minutes.
- D. Each in-person surveillance check is to be documented in the daily log to include the detention officer, name, date, and time.
- E. Surveillance/Supervision of Inmates
 - 1. Detention officers are to be attentive to rule infractions, escape attempts, or other potential disturbances. A detention officer shall not enter a high security area by himself.

2. When conducting surveillance checks, Deputy's are not to fraternize, gossip, or show favoritism to inmates. When interacting with inmates, staff members are to treat each inmate in a firm, and fair manner. Staff members should not downgrade or intimidate inmates.
3. Facility staff shall not make loans to or accept loans from inmates, or enter into any business arrangements, furnish any outside supplies, or accept any payment from inmates.
4. In the event an inmate asks the advice of a staff member, the employee is to ensure he fully understands the inmate's situation before giving advice. If the employee feels he is unable to provide the proper guidance, he should refer the inmate to or notify the appropriate persons. Staff members are to recognize their limitations and not promise something they do not have authority to provide. Legitimate requests should be honored.
5. If during a surveillance check a detention officer notes any circumstances that may adversely affect the safety of an inmate or staff member, or the safety and security of the facility, he is to institute the steps necessary to correct the problem.
6. The detention officer is to notify the Shift Supervisor of the problem, the corrective action taken, and the results of his actions. This information is also to be recorded in the daily log.