



Peoria Police Department Policy and Procedure Manual

Policy 7.01

Prisoner Transportation



I. POLICY

It is the policy of this Department that all prisoners be transported in a manner that will provide for the secure movement of the prisoner while at the same time providing adequate safety measures for the transporting employee, other employees, the prisoner, and the public. Department size does not require any sworn employee to be assigned full-time to the transportation of prisoners. Any sworn employee or trained Police Services Officer may be assigned prisoner transportation duties.

II. PROCEDURE

A. Transport Operations (71.1.1)

1. Employees shall seatbelt all prisoners in patrol and detective vehicles. This requirement does not affect current jail van procedures.
2. The transporting employee, prior to moving from one location to another, shall systematically search all prisoners for concealed weapons and/or other contraband.
 - a. Employees will remove a prisoner's personal property to include but not limited to body hat, belt, wallet, money, watch, wristband and bracelets.
 - (1) Employees must safely secure and maintain control of the property prior to transport from one location to another location.
 - (2) It is recommended that employees carry at least one plastic and/or paper bag with them while on duty to secure small or loose items.
 - b. Employees should physically inspect all rings worn by the prisoner for the possibility of a concealed contraband. It is the discretion of the employee to remove the ring worn by the prisoner. However, if the ring poses an officer safety issue, it will be removed and placed in a plastic or paper bag for further disposition.
 - c. Employees will transport the prisoner and their personal property to a detention facility or booking/processing area.
 - (1) The prisoner's personal property will be inventoried while inside the above listed secured areas.
 - (2) This does not include evidence or contraband related to the offense, firearms, or any other instrument, which could be used to cause injury to an employee or another person.
 - d. Under no circumstances shall employees assume that another employee has searched a prisoner.
 - e. Independent Searches: Prior to accepting a prisoner for transport, employees will conduct an independent search of that prisoner. (71.1.1)
 - f. Opposite Sex Searches: Employee and public safety are of the utmost importance. The transporting employee must ensure that the prisoner is not in possession of a weapon. This consideration must not be compromised, even in those situations where the prisoner is of the opposite sex than that of the transporting employee.
 - (1) Officers must exercise prudence and good judgment in conducting a search incident to arrest of prisoners of the opposite sex. Every attempt should be made to find an officer or Police Services Officer of the same sex as the prisoner to conduct the search.

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- (2) If an Officer or Police Services Officer of the same sex as the prisoner is not available, a limited pat down outside of the clothing may be carefully conducted with the blade or back of the hand incident to arrest. This pat down is conducted to locate weapons and/or contraband.
 - (3) In cases where reasonable suspicion would exist when the employee, based upon their observations and knowledge obtained from witnesses, believes that the suspect may be armed or concealing contraband that if not recovered may be lost or lose its value as evidence, the search incident to arrest shall be as thorough as if the subject and the searching employee were of the same sex. The suspect should be secured in a manner to alleviate their access to a weapon or evidence. Areas of possible concealment, i.e. behind the ears, under the tongue, etc., should not be overlooked.
- g. Strip Searches: Strip searches shall not be conducted unless the employee has reasonable suspicion to believe that the suspect is concealing a weapon or contraband on their person and then only with the approval of a police lieutenant or higher ranking command staff member.
 - (1) If approved, strip searches shall be completed in the presence of two employees who are the same sex as the person who is being searched.
 - (2) When the strip search is to be conducted, it will be completed in a private and secure area.
 - (3) If a weapon or contraband is observed, i.e. taped to the body, the employee shall remove the item in a tactful manner maintaining the dignity of the suspect.
 - (4) If a possible weapon or contraband is observed inside a body cavity, the employee shall appropriately restrain the suspect and obtain a body cavity search warrant.
 - (a) Under no circumstances will the employees remove the item.
 - (b) The suspect shall be kept under constant and watchful supervision and shall be taken to a hospital facility where the search warrant shall be executed.
 - (5) All strip searches will be documented in the incident report with attention given to location, conditions, items located, etc.
 - (6) Additional officers involved with the strip search will complete a supplemental report. (1.2.8.a & b & c) (71.1.1)
- h. Under no circumstances shall any employee conduct a body cavity search on any person. A body cavity search requires a search warrant and must be conducted at a medical facility by a licensed and practicing medical physician.
 - (1) All body cavity searches will be thoroughly documented in the incident report.
 - (2) Additional officers present during the body cavity search will complete a supplemental report. (1.2.8.a & c) (71.1.1)
3. Vehicle Checks: Vehicles shall be checked for weapons and contraband prior to and immediately after the transporting of any prisoner. (71.1.2)
 - a. Patrol Vehicles: Patrol vehicles shall be checked by the assigned officer at the beginning of each shift and immediately after the transport of any prisoner. Special attention shall be given to areas including the front and rear floorboards and under the back seat, if it pulls out. (71.1.2)
 - b. CIB Vehicles: Criminal Investigations Bureau vehicles shall be checked prior to and immediately after transporting any prisoner(s) by the investigator driving the vehicle. Special attention shall be given to areas including the floorboards and under the back seat. Transportation in unshielded vehicles should only be done during exigent circumstances and with two employees present. (71.1.2)

- c. Vans: Any Department van used for transporting prisoners shall be checked before and immediately after the transportation of prisoners by the person driving the vehicle. Special attention shall be given to areas including the floorboards and under the back seat, if it pulls out. (71.1.2)
 - d. Found Weapons/Contraband:
 - (1) In the event that a weapon or other contraband is discovered after the transportation of a prisoner, a written supplemental report, detailing the discovery, shall be prepared by the employee making the discovery and attached to the original report of the incident.
 - (2) If the discovery leads to additional charges being filed, the arresting officer shall, at their discretion, either file the charges on the original report or initiate a new one.
 - (3) All discovered items shall be placed into evidence.
 - e. Equipment Safety: In addition to checking for weapons and contraband, any vehicle being used to transport a prisoner should also be checked to ensure that it is in safe operating condition and that necessary equipment (i.e., spare tire, lug wrench, jack, flares, and first-aid kits) are available and in good working condition. (41.1.4. f)
4. Seating Arrangements When Transporting Prisoners: To maximize safety, employees and prisoners shall be seated in specific locations within the vehicle depending upon the vehicle type, the number of prisoners and the number of employees involved. The seating arrangements have been developed to allow the employees to maintain visual contact of the prisoner(s) at all times to minimize the opportunity of escape. Also, it is important to ensure that the prisoner is made as comfortable as possible during the transport by having them appropriately restrained (handcuffed, etc.) and secured in their seat by a seat belt. (71.1.3)
5. Officers, Detectives and prisoners shall be seated in accordance with the following diagrams in a patrol or Detective vehicle (71.1.3):

Diagram A - One Officer/One Prisoner With Cage Diagram B - Two Detectives/One Prisoner No Cage (CIB ONLY)

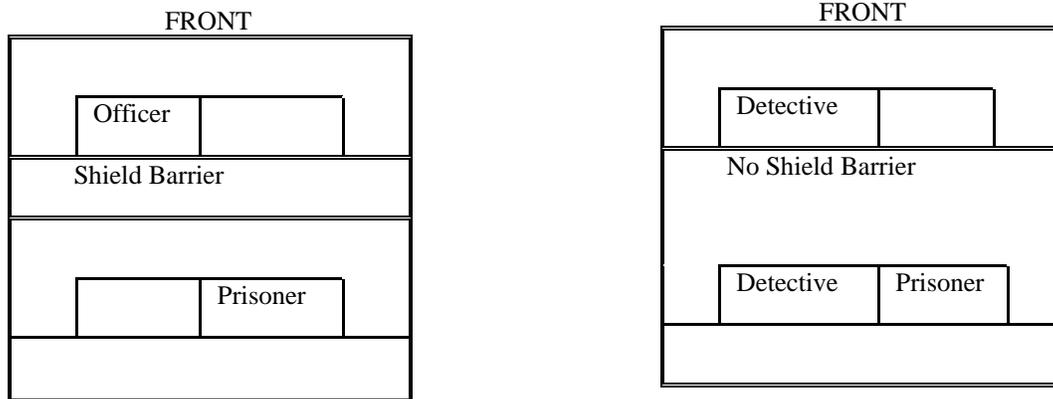


Diagram C - One Officer/Two Prisoners With Cage

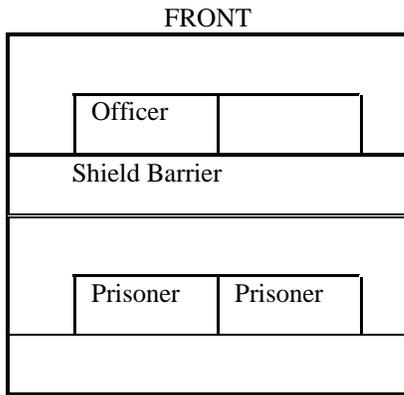


Diagram D - Two Officers/One Prisoner With Cage

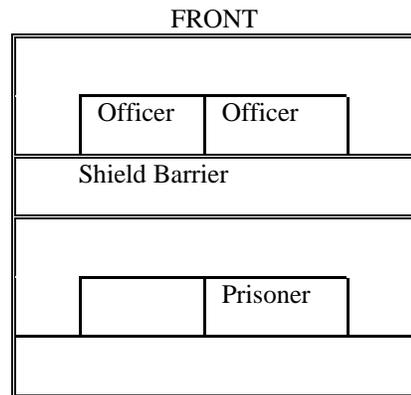


Diagram E - Two Officers/Two Prisoners With Cage

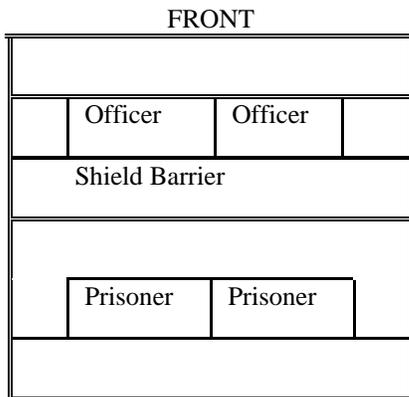
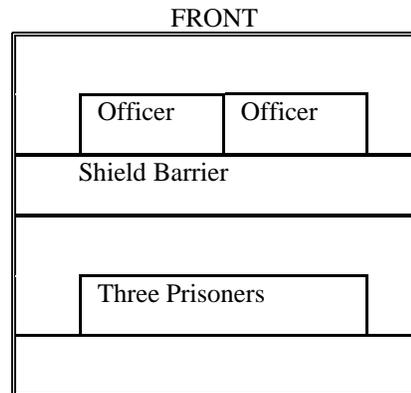
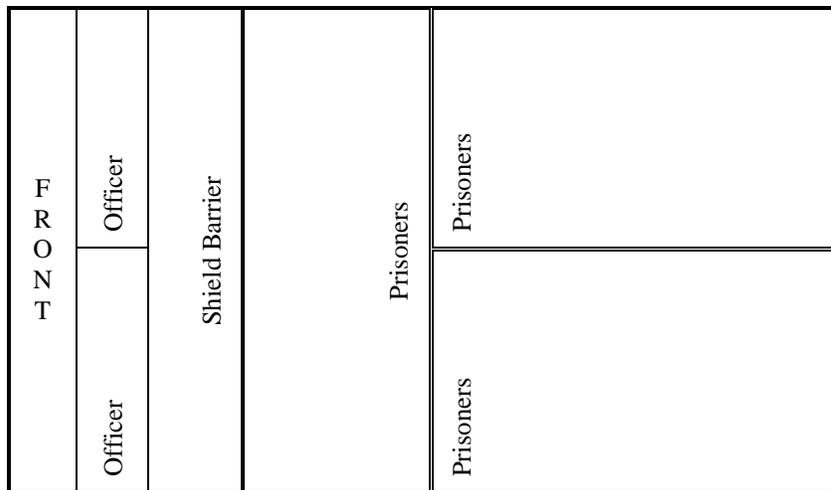


Diagram F - Two Officers/Three Prisoners With Cage



6. Department employees and prisoners shall be seated in the jail van in accordance with the following diagram.
 - a. Additional officers may be used if transporting several prisoners or high risk prisoners.
 - b. Males and females may be transported in the same vehicle however; they must be separated by a shielded barrier.

Diagram G – Jail Van



7. Restrictions

- a. A single patrol officer shall not transport an adult prisoner in a vehicle without a cage. This restriction does not apply to the transportation of one or more juveniles. The officer must, based upon age, size, and attitude of the offender(s), determine whether more than one (1) juvenile can be safely and securely transported in a vehicle without a cage.
 - b. Male and female prisoners shall not be transported together in the back seat.
 - c. Juveniles shall not be transported in the same vehicle with adult prisoners.
8. Biohazards: Transporting employees shall be responsible for cleaning up the vehicle after each prisoner transport. Incidents of biohazard shall be immediately reported to the supervisor. In the event a significant biohazard exists, the supervisor shall approve the vehicle to be placed "out of service" for the appropriate cleaning.
9. In Route Stops: During transport, employees shall not lose sight of the prisoner(s) for any reason. Restroom stops for prisoners shall not be made when the arrest is made within the jurisdiction of the City. Due to the short distance involved, restroom stops shall not be made when transporting prisoners. (71.1.4)
10. Emergency Stops: Employees transporting prisoners may respond to law enforcement services only when a life threatening condition(s) exist, such as (71.1.4):
- a. An employee is in a life-threatening situation and needs immediate assistance.
 - b. A life threatening offense is in progress and the transporting employee is closer to the scene than responding units. In cases of minor accidents or offenses, the employee should notify dispatch or other units of the nature of the incident and location.
11. Transport employees should be aware that some prisoners will use whatever means or tactics available to them to escape. Transport employees shall use caution when assisting in a life-threatening situation that the scene is not part of an elaborate plan to free the prisoner.
12. Escapes: If a prisoner should escape from custody while being transported, the following procedures shall be followed:
- a. Escapes occurring within the jurisdiction of the Peoria Police Department:
 - (1) The transporting employee shall make a broadcast to all units advising that a prisoner being transported has escaped. Broadcast shall include all known details of the escape such as:
 - (a) The location of the escape,
 - (b) Direction and mode of travel,
 - (c) Physical description,
 - (d) Charges subject was arrested on,
 - (e) Whether the subject is armed or unarmed.
 - (2) The transporting employee shall ensure that their supervisor has been notified of the escape and that an orderly search of the area has been initiated. The on-duty patrol supervisor shall ensure that the Bureau Lieutenant and/or Duty Commander has been notified of the escape and that an orderly search of the area has been initiated.
 - (3) If deemed necessary by the on-duty Bureau Lieutenant or Duty Commander, the Operations Division Deputy Chief shall be notified of the escape. The Bureau Lieutenant shall also monitor the progress of the search and, when appropriate, take charge of search operations.
 - (4) The Chief of Police shall be notified of the escape at the discretion of the Operations Deputy Chief.

- (5) The transporting employee shall provide the circumstances and details of the escape in an Incident Report.
- b. Escapes occurring outside the jurisdiction of the Peoria Police Department:
 - (1) The transporting employee shall attempt to notify the communications section who will provide the jurisdictional agency with details of the escape and request their assistance in locating and apprehending the suspect.
 - (2) Transporting employees unable to make radio contact with communications section shall attempt to notify the jurisdictional agency to contact the Department with details of the escape. The Department employee receiving the escape notification shall immediately advise the on-duty Bureau Lieutenant and/or Duty Commander of the situation.
 - (3) The transporting employee shall file an incident report with the agency having jurisdiction of the location of escape.
 - (4) Upon return to the Department the transporting employee shall provide an IR including the circumstances and details surrounding the escape.
 - (5) In the event of an escape, the MPI photograph will be used and be made readily available for identification of the escapee.
13. During transport, no stops shall be made to allow a prisoner to speak to anyone without prior approval from an on-duty patrol supervisor.
 - a. In the event of an emergency, the transporting employee may relay an emergency message for the prisoner by police radio or telephone.
 - b. Due to employee safety, employees are under no obligation to allow the prisoner to contact their attorney midway through a transport.
 - c. However, upon the arrival at the jail or hospital facility, the prisoner shall be afforded the opportunity to contact an attorney in accordance with their request during transport.
14. Prisoner Processing Area: When transporting prisoners to the Peoria Police Department's Prisoner Processing Area, the transporting employee shall, upon arrival at the facility:
 - a. Secure firearms for safekeeping in a place provided for that purpose along with the key to the patrol vehicle. If, for some reason, the firearm lockers are full or disabled, the firearm shall be secured in the trunk or locking console of the transporting vehicle.
 - b. Leave restraining devices on the prisoner until they are in the Prisoner Processing Area. Once the prisoner is inside the Processing Area and the entrance door is secured, the prisoner may have their restraining devices removed. If the prisoner is violent, self destructive, or emotionally disturbed, the transporting employee may elect not to remove the restraining devices.
15. Other Agency Facilities: When transporting prisoners to another agency's jail facility, the transporting employee shall, upon arrival at the facility:
 - a. Secure firearms for safekeeping in a place provided for that purpose, if so equipped, along with the key to the patrol vehicle. If the receiving agency does not provide a place for firearm storage, the firearm shall be secured in the trunk or locking console of the transporting vehicle.
 - b. Leave restraining devices on the prisoner until they are in an area of the receiving facility which is protected from escape, normally the booking area.
 - (1) When removing restraint devices from prisoners, the transporting employee shall comply with the receiving agency's procedures regarding the removal of such restraints.

- (2) Prior to the removal of restraint devices, the delivering employee shall advise the receiving officer if the prisoner is violent, self destructive, or emotionally disturbed.
 - c. Present all necessary prisoner documentation and paperwork (i.e., warrant copy, prisoner inventory, etc.) to the receiving officer.
 - d. Verify the change of custody of the prisoner by obtaining the signature of the receiving officer.
 - e. Advise the receiving personnel of any potential medical or security related matters regarding the prisoner.
16. Medical Facilities: Prisoners taken to a medical facility for treatment shall be restrained unless the removal of the restraints is necessary for medical treatment.
 - a. The employee shall maintain visual contact with the prisoner as much as possible. If the prisoner is taken to x-ray or some other specialized medical area for treatment or testing, an employee will follow and will remain outside the entrance to that area, if not permitted to enter.
 - b. The employee should be aware that a prisoner has access to several weapons within a medical facility (syringes, scalpels) and shall take whatever action is necessary to ensure the safety of all citizens, other employees and the prisoner.
 - c. If it is necessary to admit the prisoner into the hospital, if at all possible, this will be done at the Maricopa County Hospital where a hospital floor has been so designated and staffed for prisoners. The on-duty patrol supervisor shall be notified of the hospital admission prior to the employee leaving the facility.
 - d. If the prisoner is treated at the medical facility and not admitted, the transport employee shall obtain all release paperwork on the prisoner as well as written instructions for the future care of the prisoner relating to medication and treatment. This paperwork shall be signed by the attending physician. Before the prisoner is placed back into the transport vehicle, they shall be searched and restrained, if doing so will not aggravate their medical treatment.

B. Prisoner Court Detail

1. Court Detail Training: Training shall be provided to any Department personnel prior to them participating in the Prisoner Court Detail. This training shall be documented and may be completed through Roll Call or In-Service Training.
2. Each prisoner being transported to and from court as part of the Court Detail will be properly handcuffed and restrained with leg restraining devices. Both sets of restraining devices shall be double locked.
3. Peoria City Court: Tuesdays are set aside as the primary day for court appearances in the Peoria City Court.
 - a. Each Tuesday morning, the Peoria City Court will contact our Communications Center and provide them with an accurate number of all prisoners being detained in the Glendale Jail Facility and the Maricopa County Jail Facility that are scheduled to appear before the Peoria City Judge that day.
 - b. All court prisoner transportation details will require a minimum of two (2) transporting employees.
 - c. If the total prisoner count between the two holding facilities is ten (10) or less, the transporting employees shall pick up all of the prisoners in one trip and transport them back to the Prisoner Processing Area at the Peoria Police Department. If the total prisoner count between the two holding facilities is greater than ten, the Glendale Jail Facility prisoners will be picked up first, along with their property, and transported back to the Prisoner Processing Area at the Peoria Police Department. A second trip, if needed, will be conducted after the Judge meets with the first group.
 - d. Once inside and secured in the Prisoner Processing Area, each prisoner shall individually speak with the Peoria City Judge by means of the audio-visual equipment set up in the designated room of the Prisoner Processing Area.
 - (1) For Glendale Jail Facility prisoners, if the Judge releases the individual, the appropriate paperwork shall be brought to the Police Department by the court personnel.

- (a) Once the paperwork is completed, the prisoner shall be allowed to make one (1) telephone call for transportation purposes and then shall be released with their property.
 - (b) Under no circumstances is the released prisoner allowed to linger inside the Prisoner Processing Area (they may exit through the exterior Prisoner Processing Area door or be escorted to the Front Lobby).
 - (2) If the Glendale Jail Facility prisoner is not to be released, they shall remain in the custody of the transporting employees and again, the court personnel shall be responsible for bringing the appropriate paperwork to the Police Department.
 - (3) All Glendale Jail Facility prisoners held over by the Judge shall be returned to the Glendale Jail Facility with their property.
 - (4) All Maricopa County Jail Facility prisoners, regardless if the Judge has released them or is holding them over, shall be transported back to the facility where they are housed.
- e. All pleas and sentencing shall be done in the physical presence of the Peoria City Judge in the Peoria City Courtroom.
4. On all other days of the week, individuals arrested for ONLY misdemeanor charges shall be brought to the Prisoner Processing Area at the Peoria Police Department.
 - a. The Peoria City Court shall be contacted and either the Judge will see the prisoner using the audio-visual equipment or the Judge shall personally come to the Police Department and meet with the prisoner in the Prisoner Processing Area. It is the Judge's decision as to which manner he will use to see the prisoner(s).
 - b. If the Judge is unavailable, the prisoner shall be taken to the appropriate holding facility.
5. Maximum Occupancy: A maximum of ten (10) prisoners shall be transported for court detail per trip. In the event there are more than ten (10) prisoners to see the Judge, the employees assigned to this detail will make the necessary additional trips.
6. Escorts: Prisoners being transported from a holding cell to an appearance before the Peoria City Judge will require the escort of two (2) Department employees.
 - a. It shall be the responsibility of the employees assigned to the prisoner court detail to advise the on-duty Bureau Lieutenant or Duty Commander if more transporting employee assistance is needed to safely and successfully execute this detail.
 - b. The delivering employees shall:
 - (1) Escort and maintain close proximity with the prisoner(s) unless ordered otherwise by the Judge. In any case, the transporting employees shall maintain visual contact with the prisoner(s).
 - (2) Notify the Judge and the on-duty supervisor, in advance, if the prisoner is considered to be a security hazard (escapee, suicide risk, etc.). The Judge and the on-duty supervisor may then direct the use of additional restraining devices and/or request assignment of additional employees. (71.1.8) (73.3.2)
 - (3) A prisoner who is an escape risk (as identified/documented by MCSO, Glendale PD, etc.) shall be placed in leg restraints. Leg restraints are available in the leather case within the jail van cab area. (73.3.2)
7. Audio-visual Equipment: The audio-visual equipment is activated by a single switch located on the light switch panel in the Prisoner Processing Area. Once activated, the audio equipment is extremely sensitive and may pick up conversations outside of the Prisoner Processing Area.
 - a. Prior to the prisoner speaking with the Judge over the audio-visual equipment, a transporting employee shall first confirm with the Judge that the equipment is working properly by actually testing the equipment.
 - b. If the equipment is not working properly, the transporting employees shall:

- (1) Immediately advise the on-duty patrol supervisor who shall assume responsibility in making the proper notifications to have the equipment checked/repaired.
- (2) Take the prisoner(s) to the Peoria City Court, in person, to be seen by the Judge.

C. Special Transport Situations

1. All prisoners transported from any jail facility shall be searched prior to transport.
2. Transporting prisoners of the opposite sex and all juveniles.
 - a. When practical, two (2) employees shall be used to transport a prisoner of the opposite sex. While the use of two (2) employees may not be feasible for local transports, it shall be mandatory for all out of County transports.
 - b. The transporting employee shall advise Communications of the start location and vehicle mileage. Communications shall then acknowledge the employee and provide the start time.
 - c. Upon arrival at the destination, the transporting employee shall advise communications the ending vehicle mileage. Communications shall then acknowledge the employee and provide the end time.
 - d. If the transport begins out of radio range, the transporting employee will, if possible, telephone dispatch and give the beginning mileage and time of departure.
 - e. If the transport ends out of radio range, the transporting employee will, as soon as possible, telephone dispatch and give the ending mileage and time of arrival.
 - f. On lengthy trips where male and female prisoners are being transported, a male and female employee shall be assigned to transport when possible.
3. Transporting prisoners who are physically or mentally handicapped: (71.3.1)
 - a. The nature of the offense and the extent of the handicap shall be considered when determining the levels of restraint and the methods of transportation. (71.2.1)
 - b. Wheelchairs, crutches, canes, etc., shall be transported in the trunk of the vehicle or other storage compartment.
 - c. Any item required by the prisoner as a result of their handicap shall be transported with the prisoner.
 - d. The subject shall be assisted into and out of the transporting vehicle.
 - e. The transporting employee shall exercise reasonable care and good judgment to ensure employee and prisoner safety while taking into consideration the comfort of the prisoner.
4. Transporting sick or injured prisoners: (71.3.1)
 - a. If a prisoner becomes ill or is injured incidental to an arrest or transport, the arresting officer shall:
 - (1) Transport the prisoner to the Department's processing area if the illness or injury is of the nature that is apparently non-debilitating and not life threatening. The officer shall advise dispatch to respond paramedics to meet the officer and prisoner at the Department's processing area.
 - (2) Contact dispatch to request paramedics to the scene if the illness or injury is of a nature that is apparently life threatening or debilitating.
 - (3) Not transport the prisoner to a medical facility in a police vehicle unless they have reasonable cause to believe that waiting for an ambulance would immediately endanger the life of the prisoner.
 - (4) Document in the written report when the injury occurred, whether incidental to arrest, as a result of the criminal activity, or a pre-existing condition.

- b. If a prisoner has been exposed to the use of Capstun Punch II during arrest, the arresting officer shall, prior to transport:
 - (1) Advise dispatch to respond paramedics to meet the officer and prisoner at the scene of the arrest, for prisoner evaluation.
 - (2) Notify the On-duty Supervisor.
- 5. Transporting prisoners by CIB Personnel (71.1.3)
 - a. If a suspect has been arrested in the field by CIB personnel, that detective shall request a caged patrol unit or jail van to do the prisoner transport.
 - b. If a caged patrol unit or jail van is not available, the detective shall request a second detective to assist in the transport in the CIB vehicle.
 - (1) The prisoner shall be properly secured and seat belted in behind the passenger seat.
 - (2) The second detective shall be seated behind the driver's seat.
- D. Prisoner Restraint: The degree of restraint applied to a prisoner in transport may vary from the use of handcuffs, "flex cuffs" (plastic), ankle cuffs, to restraining belts, i.e. "Wolf-Strap" or "RIPP system".
 - 1. Employees will only use those restraining devices authorized, issued, and which they have received training from a Department approved course outline and instructor.
 - 2. Employees are permitted to carry additional handcuffs provided they are of the same style/type as issued by the Department.
 - 3. While the degree of restraint to be used on a prisoner shall be, in most cases, left to the transporting employee, consideration of the distance to be traveled by the prisoner, as well as common sense and good judgment shall be the basis for the determination. (71.2.1)
 - 4. Employees shall always take into consideration the physical and emotional state of the arrestee and the nature of the offense when determining the degree of restraint to be used.
 - 5. Employees will only use standard metal handcuffs during normal working conditions.
 - a. The use of plastic "flex cuffs" will be limited to exceptional incidents where numerous arrests are made or for SCU and SAU high-risk operations.
 - b. All prisoners being transported shall, at a minimum, be restrained with handcuffs.
 - 6. When handcuffs are used:
 - a. They shall always be double locked.
 - b. No prisoner shall be cuffed in front unless a valid medical or physical reason exists.
 - c. A prisoner shall never be cuffed to any part of the vehicle during transportation, except as approved when utilizing the "RIPP system". Officers must be trained by Department Defensive Tactics instructors on the proper application of the RIPP System.
 - d. No prisoners will be handcuffed together except during the transport in the jail van and to the city court for the prisoner's initial appearance, except in the event of emergency circumstances.
 - 7. Restraining Devices on Physically or Mentally Handicapped Prisoners - The fact that a person is physically or mentally handicapped does not exempt them from wearing restraining devices. The type of device used will depend upon the type and severity of the handicap. The selected device should restrain the prisoner securely without causing injury.

8. Restraining Devices on Ill or Injured Prisoners - The transporting employee shall use their discretion when determining the degree of restraint to be used. The employee shall take into consideration the nature of the offense, the person arrested, and the extent of the illness or injury involved.
9. Restraining Mentally Disturbed Persons:
 - a. Mentally disturbed prisoners may pose a significant threat to themselves and to the transporting employees.
 - b. The prisoner transportation vehicle shall be used in such cases.
 - c. A restraining belt should also be used to further secure the prisoner.
 - d. Handcuffs are authorized in emergency situations.
10. Restraint devices on combative subjects - Combative prisoners pose a significant danger to the general public, employees and the prisoners themselves. The care, custody, and control of these prisoners is inherently important and it may become necessary for employees to use an additional Department approved restraining device, such as a "Wolf-Strap" or "RIPP system", in order to maintain control of these types of prisoners. The following procedure will be adhered to when additional restraining devices are used:
 - a. The on-duty Supervisor will be notified and respond to the scene of the restrained prisoner.
 - b. The jail van should be used whenever possible to make the prisoner as comfortable as possible and prevent any possible damage to the prisoner or patrol vehicle.
 - c. Two employees will accompany the prisoner to the jail facility. One employee will maintain visual contact with the prisoner at all times and be in a position to monitor and check the prisoner's condition.
11. Implementation of the transport hood – The transport hood is designed to reduce the risks of exposure to communicable diseases by prohibiting prisoners from projecting saliva or other bodily fluids at officers, emergency personnel, and citizens.
 - a. The transport hood will only be used under the following circumstances:
 - (1) When prisoners are combative or threatening to assault officers.
 - (2) Have spit or are spitting toward officers, emergency personnel, or citizens.
 - (3) When the prisoner requires additional restraints such as "RIPP system" or "Wolf-strap".
 - (4) When the prisoner is known to have a Communicable Disease.
 - b. The transport hood will not be used on a prisoner who is vomiting, having difficulty breathing, or are bleeding profusely from the mouth or nose area.
 - c. Prisoners placed in a Transport Hood will not be left unattended and will be under constant visual supervision.
 - d. Prisoners must be under control and restrained.
 - e. The transport hood will only be used by those personnel who have received the Department approved training.
 - f. Use of the Transport Hood will be annotated in the IR or supplement.

E. Prisoner Transportation Vehicles

1. Patrol vehicles assigned to transport prisoners shall have the driver separated from the prisoner by a safety barrier. (71.4.1)
2. Department vehicles with four doors that are regularly used to transport prisoners in the rear seat shall have the door handles and power window buttons removed from the rear compartment. The door release locks should be operated from the front compartment or from the outside of the vehicle. (71.4.2)

F. Prisoner Documentation - Prisoner transportation from the Peoria Police processing area to a holding facility usually involves only the transportation of the prisoner to the Maricopa County Jail or the Glendale City Jail.

1. It shall be the responsibility of the transporting employee to confirm the identity of any prisoner being released from the holding facility for transport to the city court. Confirmation of identify may be achieved through the use of pictures, drivers license, ID cards, personal recognition by the releasing employee, etc. (71.5.1.a)
2. It shall be the responsibility of the transporting employee to ensure that all appropriate prisoner documentation, if any, is in their possession when transporting a prisoner from the Department processing area to the Maricopa County Jail or Glendale City Jail. Documentation, depending upon the circumstances, will vary. Documentation will normally include, but is not limited to: (71.5.1.b)
 - a. A copy of the arrest report.
 - b. Copy of the prisoner form.
 - c. Prisoner's property.
 - d. Copy of medical form.
3. It shall be the responsibility of the employee transporting warrant arrests to the jail facility to provide a copy of the warrant document to the intake personnel.
4. Written documentation regarding a prisoner's potential for escape, suicide, and/or other security risks shall accompany that prisoner during transport and will be provided to the receiving agency during the change over in custody. (71.5.1.c)

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