

MARIN COUNTY SHERIFF'S DEPARTMENT
CUSTODY DIVISION POLICY AND PROCEDURES MANUAL

CHAPTER 2 - BOOKING
CUS - 2 - 24
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DATE: 3-13-00

NOTIFICATION OF AN UNCOOPERATIVE INDIVIDUAL'S ARRIVAL / SGT.'S RESPONSIBILITIES

POLICY

Upon notification by a booking agency that they are bringing a combative or otherwise uncooperative individual into the jail's sallyport, Central Control personnel shall immediately notify both the Booking Staff and the Booking Sergeant of that individual's arrival. The Booking Sergeant will immediately respond to the Booking Area to directly supervise the arrestee's arrival.

The direct supervision of combative or otherwise uncooperative individuals is a priority and all other non-emergency duties should become subordinate to that event.

PROCEDURE

All agencies bringing individuals into the jail's sallyport shall utilize the intercom located outside the secured area to notify Central Control of their arrival. Included in that notification will be the number of individuals they intend to book, the type of charges they are being held on, and the level of cooperation they've encountered to that point.

In the event a booking agency notifies Central Control they have a combative or otherwise uncooperative individual in their custody, Central Control personnel shall immediately notify both the Booking Staff and the Booking Sergeant of that individual's arrival. Notification may be made by intercom, telephone, or radio.

Upon notification that an arresting agency is bringing a combative or otherwise uncooperative individual into the jail's sallyport, the Booking Sergeant will respond to the booking area and directly supervise the arrival of that individual. The response will be immediate, unless other duties reasonably and appropriately delay it.

Should the Booking Sergeant be unable to respond, Central Control will notify the Housing Sergeant of the arrestee's arrival. Upon receipt of that notification, the Housing Sergeant will respond to the booking area and directly supervise the arrival of that individual. That response too will be immediate, unless other duties reasonably and appropriately delay it.

The direct supervision of combative or otherwise uncooperative individuals is a priority and all other non-emergency duties should become subordinate to that event.

RELATED STANDARDS

None

OTHER AFFECTED DIVISIONS

Communications

By order of

2-24

DENNIS M. FINNEGAN
UNDERSHERIFF