

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

CHAPTER 5 - DISCIPLINARY/RULES
CUS -5 - 4
PAGE 1 of 2

DATE
08/03/94

DISCIPLINARY SEGREGATION

POLICY

Inmates who violate a major rule or repetitive minor acts of non-conformance may be housed in Disciplinary Segregation. No inmate shall be held in Disciplinary Segregation for a period of time longer than thirty consecutive days without being reviewed by the Operations Lieutenant before the disciplinary status is continued.

DEFINITIONS:

DISCIPLINARY SEGREGATION – Isolation cells where inmates are denied all privileges, such as non legal visits, telephone access and television access. Inmates are to remain in lockdown status for 47 hours before being allowed 1 hour out of their cells. The one hour of unlock time can be used for the shower and/or the recreation yard.

PROCEDURE

When an inmate has been sanctioned to be housed in Disciplinary Segregation they will be immediately handcuffed and re-housed. Two MRD's will move the inmate to the Disciplinary Segregation Pod and will give the inmate a red colored uniform. Female inmates will be housed in the lockdown cell within their Pod. All of the above policy applies to females within their unit.

The Pod Deputy will bag all of the inmate's commissary and personal items except their toothbrush, toothpaste, comb, cup, envelopes, and writing material. The items not bagged will go with the inmate to Disciplinary Segregation. If the inmate does not have these items they will be issued at the time of housing by the MRD. The bag of all other personal property will be sealed and tagged with the inmate's name and jail identification number. The bag will be placed in the Lockdown storage room. The inmate is not to receive any personal items or commissary from the bag while on Disciplinary Segregation status. Inmates will be issued 2 sheets, 1 blanket, 2 pair socks, 2 T-shirts and 2 underwear. Clothing exchange will be done twice a week.

Inmates in Disciplinary Segregation will be allowed one hour every other day for recreation and/or showers. The Pod Deputy will document in the Beat Book screen in CMS the time the inmate is released from their cell and the time they return to lockdown status. If an inmate refuses their hour it is documented as a refusal in the Beat Book and the Time Out Pod log.

If an inmate is on Disciplinary Segregation status for 30 consecutive days there shall be a review by the Operations Lieutenant before the Disciplinary Segregation status is continued. This review will include a consultation with medical and mental health staff. Consideration will be given to changing the inmate's classification to Administrative Segregation if the behavior is deemed a threat to the facility. Such reviews shall continue at least every 15 days thereafter until disciplinary status has ended.

All inmates will be interviewed by the Classification / ISU Unit and have their classification reviewed prior to being re-housed in a Pod. Any classification changes are documented and updated into the CMS classification screen. The inmate is re-housed and all commissary and personal items taken from their cell will be returned to the inmate.

RELATED STANDARDS

Title 15, Article 7, Section 1083

Title 15, Article 12, Section 1265

DATE REVISED

08-11-08

By order of

DAVID AUGUSTUS

BUREAU COMMANDER