



**COUNTY OF LOS ANGELES
SHERIFF CIVILIAN OVERSIGHT COMMISSION**

World Trade Center
350 South Figueroa Street, Suite 288, Los Angeles California 90071

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August 8, 2019

To: Lt.
Los Angeles County Sheriff Department (LASD)

From: Ingrid Williams
Sheriff Civilian Oversight Commission

REQUEST FOR ADDITIONAL INFORMATION:

Current LASD policies and/or procedures on strip searches in jail facilities.
The COC is requesting policies and procedures on strip searches conducted in jail facilities. If revisions to the policies or procedures were made, please provide a copy of the changes (e.g., policies from 2010 to present).

REASON FOR REQUEST:

The Commission would like to further understand the policies and procedures related to strip searches conducted in LA County jail facilities.

WHEN SPECIFIC INFORMATION IS NEEDED:

Please forward information to the contact person listed below by **August 20, 2019**.

CONTACT PERSON:

Feel free to contact Daniel Delgadillo at _____ should you have
any questions in regards to the request. Please cc Ingrid Williams at
on all correspondence.

Department E-Mail Response

From: Monday, August 19, 2019 3:17 PM
Sent: Williams, Ingrid
To: Wilson, Michele
Cc:
Subject: FW: COC Request: Strip Search Policies
Attachments: CDM 5.08.010.00 SEARCHES 04.11.19.pdf; CDM 5.08.010.00 SEARCHES 05.20.13.pdf; CDM 5.08.010.00 SEARCHES 05.23.12.pdf; CDM 5.08.010.00 Searches 06.08.09.pdf; CDM 5.08.010.00 Searches 06.15.11.pdf; CDM 5.08.010.00 SEARCHES 07.29.16.pdf; CDM 5.08.010.00 SEARCHES 09.03.12.pdf; CDM 5.08.010.00 Searches 09.08.11.pdf; CDM 5.08.010.00 SEARCHES 11.21.14.pdf; CDM 5.08.020.00 CUSTODY SAFETY SCREENING PROGRAM (B-SCAN) 11.17.15.pdf; CDM 5.08.060.00 VISUAL INSPECTION DURING BATH PROCESS 12.10.01.pdf; CDM 5.01.045.00 INMATE HANDLING - SPECIFIC CLASSIFICATIONS 11.01.18.pdf; CDM 5.07.000.05 CONTRABAND WATCH PROCEDURES 04.11.19.pdf; CDM 5.08.010.00 SEARCHES 02.20.15.pdf; CDM 5.08.010.00 SEARCHES 03.20.14.pdf; CDM 5.08.010.00 SEARCHES 03.30.18.pdf; LASD Request__strip searches policies 8.8.docx

Ingrid,

Please see the attached information per the COC's request.

Lieutenant

*Office of the Undersheriff
211 W. Temple St., 8th Floor
Los Angeles, CA 90012*

5-01/045.00 INMATE HANDLING - SPECIFIC CLASSIFICATIONS

RESTRICTIVE HOUSING:

Restrictive Housing is designated for inmates that are segregated when their out-of-cell time is limited to less than two (2) hours per day. Housing areas that may meet this criterion include disciplinary housing and those inmates with the following classifications K-10 or K-17 - K-20.

Short-term restricted housing - locations where inmates are housed for a short amount of time (less than 30 days) such as disciplinary housing.

Long-term restricted housing - locations where inmates are housed for more than 30 days.

Restricted Housing locations shall be visited by the facility captain or designee (minimum rank of sergeant) on a daily basis. Inmate requests, problems or concerns received by the designee may be addressed or forwarded to the Custody Investigative Services (CIS) - Jail Liaison Unit. Emergent requests, problems or concerns shall be addressed and noticed to the CIS - Jail Liaison Unit.

CIS - Jail Liaison staff shall visit Restricted Housing locations on a weekly basis. CIS - Jail Liaison staff shall report or handle any requests, problems or concerns promptly.

Staff working within those modules shall be properly trained, have suitable experience and receive specialized training. The criteria for placement into these restrictive housing locations is to be determined by the unit commanders and shall conform to the local unit's training and rotation policies and procedures.

Staff assigned to restrictive housing locations shall have a good working knowledge of the Custody Division Secure Notes Portal, Inmate Record Tracking System (IRTS) and the Automated Jail Information System (AJIS). Staff assigned to Restricted Housing shall also have access to the on-line profile book of Restricted Housing inmates. The on-line book of inmates shall be updated and maintained by the CIS - Jail Liaison Unit.

When an inmate in long-term Restrictive Housing is deprived of any commonly authorized items or activity, a report of the action shall be made within the electronic Uniform Daily Activity Log (e-UDAL) system and a message shall be forwarded to the floor Sergeant or designee (noted above). Also, a report shall be comprised of the notation in the e-UDAL system and either a verbal or e-mail notification to the designee.

It shall be the responsibility of the facility unit commander (or their designee, i.e., module officers or floor sergeants) to inform mental health care and the medical unit upon placement of an inmate into restricted housing (example: K-17, K-18, K-19 or K-20).

Access to Programs:

Access to programs shall not be curtailed simply due to the classification of inmates within restricted housing. Programs and offerings shall be made available depending on availability, accessibility and facility security.

Indoor and Outdoor Recreation:

Title-15 minimums shall be maintained and any additional out of cell time (indoor and outdoor recreation) shall be afforded to inmates in restricted housing as facility availability, accessibility and security allow.

Behavior Based Reintegration "STEP" Program

Jail Liaison personnel monitors the facilities' Behavior Based Reintegration "STEP" Program and makes recommendations to the facility Captains for placement of inmates into the program.

SPECIFIC HANDLING:

K-20 - Highly Dangerous Inmates

The following procedures shall be adhered to when specifically handling K-20 inmates:

- K-20 inmates shall be the only inmates allowed in a recreation area at any one time.
- A supervisor should be assigned to the K-20 housing location (floor, module or dorm) or shall be immediately available at all times due to the high-security level of these inmates.
- K-20 inmates shall be waist chained when escorted outside of their cell. They shall remain isolated from the general population and other K-20 inmates when housed in temporary holding areas such as visiting, medical facilities, court facilities, and during transportation.
- K-20 inmates shall be waist chained while being transported.
- K-20 inmates shall be housed in single person cells and kept away from all other inmates.
- No housing movements without approval by CIS-Jail Liaison Unit, unless emergent circumstances exist and the facility watch commander approves the move.

K-19 – Highly Disruptive (Active) Inmates

The following procedures shall be adhered to when specifically handling K-19 inmates:

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- A supervisor should be assigned to the K-19 housing location (floor, module or dorm) designated for cohabitating inmates or shall be immediately available at all times due to the high-security level of these inmates.
- K-19 inmates housed together shall be handcuffed and escorted while outside of their cell. They shall remain isolated from the general population and other inmates when housed in temporary holding areas such as visiting, medical facilities, court facilities, and during transportation.
- K-19 inmates shall be waist chained while being transported.
- K-19 inmates may be housed or recreate with **compatible** inmates as approved by CIS-Jail Liaison Unit.
- K-19 inmates shall be kept away from all inmates, other than their designated **compatible** inmates.
- No housing movements may be made without approval by CIS-Jail Liaison Unit, unless emergent circumstances exist and the facility watch commander approves the move.

K-18 - Highly Disruptive (Protective Custody) Inmates

The following procedures shall be adhered to when specifically handling K-18 inmates housed together:

- A supervisor should be assigned to the K-18 housing location (floor, module or dorm) designated for cohabitating inmates or shall be immediately available at all times due to the high-security level of these inmates.
- K-18 inmates housed together are not required to be waist chained when escorted outside of their cell unless circumstances require it. They shall remain isolated from the general population and other inmates when housed in temporary holding areas such as visiting, medical facilities, court facilities, and during transportation.
- K-18 inmates shall be waist chained while being transported.
- K-18 inmates may be housed with **compatible** inmates as approved by CIS-Jail Liaison Unit.
- K-18 inmates shall be kept away from all other inmates other than their designated **compatible** inmates or others within their classification.
- **Compatible** K-18 inmates shall be the only inmates allowed in a recreation area at any one time.
- No housing movements or reassignments may be made without approval by CIS-Jail Liaison Unit, unless exigent circumstances exist and the facility watch commander approves the move.

K-17 - Disruptive and receiving additional medical or mental health services

The following procedures shall be adhered to when specifically handling K-17 inmates:

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- A supervisor should be assigned to the K-17 housing location (floor, module, dorm) designated for cohabitating inmates or shall be immediately available at all times due to the high-security level of these inmates.
- K-17 inmates housed together are not required to be waist chained when escorted outside of their cell unless other circumstances require it. They shall remain isolated from the general population and other inmates when housed in temporary holding areas such as visiting, medical facilities, court facilities, and during transportation.
- K-17 inmates shall be waist chained while being transported.
- K-17 inmates may be housed with **compatible** inmates as approved by CIS - Jail Liaison Unit.
- K-17 inmates shall be kept away from all other inmates other than their designated **compatible** inmates.
- No housing movements or reassignments may be made without approval by CIS-Jail Liaison Unit, unless exigent circumstances exist and the facility watch commander approves the move.
- K-17 inmates require consultation with mental health and/or health care staff for reassignments.

K-20 through K-17 inmates:

	K-20	K-19 & K-18	K-17
Intra-module movement (within module)	Waist chained	Handcuffed	Handcuffed
Intra-Jail movement (between modules)	Waist chained	Handcuffed	Handcuffed
Major movements	Handcuffed and/or waist chained	Handcuffed	Handcuffed
Internal Escort (Deputy: Inmate)	2:1	1:1 minimum	1:1 minimum
Video Escort	As mandated	As mandated	As mandated
Sgt. Escort	As mandated	As mandated	As mandated
Leg Chains	As mandated	As mandated	As mandated
Black Box	As mandated	As mandated	As mandated

K-8 - Pregnant Female Inmates

- Receive Orange wristband loop
- Shall not be housed in Extended Restricted Housing or isolation cells.
- See CDM section 7-02/010.00, "Pregnant Inmates" for additional handling and restraint guidance.
- Specific handling and guidance per Penal Code 3407
 - (a) An inmate known to be pregnant or in recovery after delivery shall not be restrained by the use of leg irons, waist chains, or handcuffs behind the body.
 - (b) A pregnant inmate in labor, during delivery, or in recovery after delivery, shall not be restrained by the wrists, ankles, or both, unless deemed necessary for the safety and security of the inmate, the staff, or the public.
 - (c) Restraints shall be removed when a professional who is currently responsible for the medical care of a pregnant inmate during a medical emergency, labor, delivery, or recovery after delivery determines that the removal of restraints is medically necessary.

K-7 - Administrative Segregation for pre-arraigned inmates

Case law stipulates that administratively segregated pre-arraigned inmates cannot be subjected to a strip search. A strip search of K-7 inmates may be done with watch commander approval if "individualized suspicion and articulable facts" exist. The watch commander shall complete and sign a "Strip Search Authorization Record" (SH-R-399), which shall be forwarded to the unit commander for review.

SUB-CLASSIFICATIONS – SPECIFIC HANDLING INSTRUCTIONS

"G" - Lesbian Gay Bisexual Transgender Intersex LGBTI

- Shall not to be housed in Restricted Housing based on gender identity alone.
- Must be escorted at all times.
- If space is not available to segregate an inmate in a court lockup, the escorting officers may be required to remain with the prisoner until he is returned to the Inmate Reception Center.
- Depending on their keep away classification, they require segregation during transportation and at the court lockup.
- Inmates so classified, particularly K-20, K-19, K-18, K-17, and K-10, may, at the discretion of the IRC watch commander, be transported to court by the arresting/investigating unit or agency.
- If an inmate is classified with a reserve code, appropriate security should be provided regarding housing and transporting this individual.
- See CDM for additional handling procedures.

"S" – (Suicidal)

- See CDM section 5-01/050.00, "Handling of Suicidal Inmates" and other sections for handling guidelines and procedures.

"C" (court ordered keep-away)

"E" (escape risk)

"F" (fragile)

"H" (highly dangerous)

"I" (visually impaired)

"P" (psychotropic Medication)

"T" (contempt of court)

"V" (noteworthy)

"Z" (condemned)

- Must be escorted at all times.
- If space is not available to segregate an inmate in a court lockup, the escorting officers may be required to remain with the prisoner until he is returned to the Inmate Reception Center.
- Depending on their keep away classification, they require segregation during transportation and at the court lockup.
- Inmates so classified, particularly K-20, K-19, K-18, K-17, and K-10, may, at the discretion of the IRC watch commander, be transported to court by the arresting/investigating unit or agency.
- If an inmate is classified with a reserve code, appropriate security should be provided regarding housing and transporting this individual.
- See CDM for additional handling procedures for these sub-classifications.

09/28/18 CDM (Effective 11/01/18)

5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the facility is maintained. Objectives of searches include:

- Control the intake of contraband into the facility
- Recover missing or stolen property
- Preserve internal order, and the security and safety of both inmates and Department personnel
- Ensure that inmates identified as potentially suicidal or are at risk of self-harm do not possess items that would enable them to harm themselves
- Ensure the integrity of the facility and its perimeter.

Searches are tools intended to maintain the safety and security of inmates and employees, and to control the accumulation of contraband and narcotics by inmates. Searches shall be conducted in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be damaged or destroyed. Searches shall not be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

Department personnel are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis in a staggered rotation. All housing areas should be searched at least twice a month and all other common areas should be searched at least once a month for any contraband and weapons. Common areas include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, dayrooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The line sergeant shall be notified prior to the start of the search, and the line sergeant or supervising line deputy must be present during the entire search. There shall be a sufficient number of Department personnel to conduct the search. The amount of personnel needed shall be determined by the number of inmates and size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner.

Department personnel shall search in an orderly, professional, and respectful manner which preserves the dignity of the inmate. All searches shall be conducted in the least disruptive manner possible while still being thorough.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing, or contraband shall be removed from cells and housing

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areas. All contraband items shall be documented, and the inmates responsible for the contraband should be disciplined accordingly.

Any reusable items recovered during a search which are in good condition shall be reused. Such items include, but are not limited to, religious items issued by chaplains (e.g. religious texts, religious head coverings, prayer beads, etc.) and forms issued by the Department.

When it is determined an inmate is hoarding medication, Department personnel shall do the following:

- Return the found medication to medical staff
- Provide medical staff with the name and booking number of the inmate in possession of the hoarded medication.

Hoarding medication is defined as an inmate retaining in his or her possession any medication in any quantity or form, for which retention on his or her person is not allowed by the prescriber as self-medication ("self-med"), **or** when the medication is intended for another inmate. Prescriptions labeled as self-medication shall not be considered contraband.

Department personnel shall obtain authorization for searches from a supervisor of the rank of sergeant or above. All searches shall be logged and signed in the electronic Uniform Daily Activity Log (e-UDAL) by the line sergeant or supervising line deputy. The line sergeant or supervising line deputy shall ensure a search report (SH-J-434) is generated and submitted to the watch commander.

All search reports shall be processed through the Custody Automated Reporting and Tracking System (CARTS). The deputy or custody assistant designated to complete the search report shall be responsible for generating a reference number and submitting the form to the line sergeant for approval as specified through the [CARTS Home Page](#). In addition, all search reports shall be completed and approved by the watch commander by the end of shift.

All search reports pending approval by sergeants may be accessed through the following link:

[CARTS Sergeant Approval](#)

All search reports pending approval by lieutenants may be accessed through the following link:

[CARTS Lieutenant Approval](#)

The line sergeant or supervising line deputy who supervised the search shall remain at the location until the conclusion of the search and shall ensure all complaints have been noted and/or handled (refer to Custody Division Manual [CDM] section [8-03/005.00](#), "Inmate Grievances").

PERIMETER SEARCHES (SECURITY CHECK)

Each unit shall implement a procedure or checklist for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage, or vandalism. Also, all exterior gates, doors, and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main Control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

CARE AND CONTROL OF INMATE PROPERTY

Department personnel conducting searches shall take all reasonable measures to ensure the inmates' property is handled with care.

- If inmates are temporarily removed from their housing area and their property was left behind, the property will be searched and all contraband items removed (refer to CDM section [5-07/010.00](#), "Contraband Defined"). The property shall be left on top of the inmates' bunks
- If inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate
- All bunks shall be searched whether the inmate is present or not
- All personal property listed in CDM sections [5-06/010.05](#), "Allowable Inmate Property - Male Inmates" and [5-06/010.10](#), "Allowable Inmate Property - Female Inmates" (including commissary) and county issued property (with the exception of an inmate's sheet and blanket), which does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation (this is due to health reasons). Refer to CDM sections [5-06/050.00](#), "Individual Inmate Storage of Personal Property," and [5-07/020.00](#), "Contraband Disposal"
- In order to ensure clean and sanitary housing for all inmates, perishable foods served with inmate meals not consumed within a four hour period after the meal service will be considered contraband and shall be destroyed
- Pictures, drawings, etc., determined to be lewd or inappropriate shall be properly disposed of in the designated contraband disposal container.

SEARCHES IN HIGH OBSERVATION HOUSING (HOH) CELLS

Department personnel shall visually inspect all High Observation Housing (HOH) cells prior to initially housing a mentally ill inmate, and document the inspection in the e-UDAL.

PRISON RAPE ELIMINATION ACT OF 2003

In accordance with the Prison Rape Elimination Act of 2003 (PREA), each custody facility shall implement unit orders enabling inmates to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine safety checks. Department personnel shall announce their presence whenever they enter areas where inmates of the opposite gender are showering, performing bodily functions, or changing clothing.

INMATE SEARCHES

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks, or genitalia
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities)
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing. Absent exigent circumstances, all pat down/cursory searches of female inmates shall be performed by female Department personnel.

Note: If there is prior knowledge an inmate is transgender, or intersex and a pat down search is required, the search should be conducted by staff of the same gender as the one with which the inmate identifies.

Strip Searches and Visual Body Cavity Searches

Department personnel conducting strip or visual body cavity searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment.

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Every effort shall be made to conduct these searches in a location equipped with privacy screens or partitions, as specified in facility unit orders, or, if unavailable, in an area of privacy where the inmate cannot be observed by persons not participating in the search.

All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions with duties which may include strip searching inmates of the opposite gender. In the event exigent circumstances require that a person of the opposite gender participate in a strip search, all reasonable actions shall be taken to prevent the person of the opposite gender from viewing the body cavities, breasts, buttocks, or genitalia of the person being searched. All cross-gender strip searches shall be documented in an incident report.

Absent exigent circumstances, Department personnel shall not conduct a strip search or visual body cavity search of an inmate alone.

Personnel shall not deliberately touch the breasts, buttocks, or genitalia of the person being searched.

Arrestees/Inmates Eligible to be Strip Searched

In accordance with the United States Supreme Court's decision in *Florence v. Board of Chosen Freeholders of County of Burlington* (2012) 132 S. Ct. 1510, and Penal Code section 4030, all arrestees/inmates are subject to being strip searched immediately before or during their jail housing unless they are being held pre-arraignment for misdemeanor/infraction offenses that do not involve weapons, controlled substances, or violence. All inmates held post-arraignment are subject to being strip searched regardless of the nature of their criminal charges or detention.

Department personnel may conduct a strip search or visual body cavity search of any pre-arraigned inmate charged with a felony offense.

If a strip search or visual body cavity search is necessary for any pre-arraigned misdemeanor inmate and Department personnel reasonably suspect, based on specific and articulable facts, that a pre-arraigned inmate charged with a misdemeanor offense is concealing a weapon or contraband, and that a strip search would likely result in the discovery of the weapon or contraband, the watch commander shall complete and sign a Strip Search Authorization Record ([SH-R-399](#)) which shall be forwarded to the unit commander for review.

All inmates may be strip searched after they have had direct contact with third parties. Such third party contacts include inmate contact visits with friends, families, or outside professionals, such as chaplains and volunteers; inmates returning from court without a

release order; inmates returning from an out-of-facility activity such as a medical appointment, temporary release, or transfer between facilities.

Reasonable Suspicion Factors

Reasonable suspicion to conduct a strip search must be based on specific and articulable facts, which may include:

- The arrestee's criminal history, arrest history, parole/probation history, and/or in-custody history (involving violence, weapons, drugs, serious types or significant numbers of disciplinary violations), and/or other factors which would indicate the possibility that the arrestee might carry or attempt to conceal weapons or other contraband into the facility.
- The particular appearance of the arrestee/inmate, including conduct prior to, during, or following arrest; conduct at the jail during the booking process; or general actions indicating that the arrestee/inmate is possibly concealing weapons or other contraband.

Department personnel's reasonable suspicion that an arrestee/inmate is concealing a weapon or contraband, and that a strip search would result in the discovery of the weapon/contraband, may also be based on reliable information provided by persons who are not Department personnel.

Strip and Visual Body Cavity Searches of Civil Commitment Inmates

Civil commitment inmates, including sexually violent predator (SVPs) detainees, who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil commitment inmate or SVP detainee is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility)
- There is reasonable suspicion to believe the civil commitment inmate or SVP detainee is in possession of drugs, weapons, or other contraband
- Whenever any SVP detainee is received at a county jail facility from a state prison or psychiatric facility.

Transgender and Intersex Inmate Searches

- In all cases, a transgender or intersex person shall have their identity respected and be treated with dignity. Under no circumstances shall Department personnel search any person for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender or intersex individuals

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- If the inmate's genital status is unknown, it may be determined during conversations with the inmate, by reviewing medical records, or, by referring the inmate to the Gender Identity Review Board. Under no circumstances should this information be shared with other Department personnel unless directly pertinent to ensure an inmate's safety
- Under no circumstance shall transgender or intersex individuals be subject to more invasive search procedures than non-transgender or cisgender individuals
- Absent exigent circumstances, a pat-down/cursory search on a transgender or intersex inmate shall be conducted by a staff member of the same gender as that with which the inmate identifies
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in all circumstances, conducted by officers of the gender requested by the transgender or intersex person. No Department personnel may be present who are not directly relevant to the search, and the search shall be conducted in private
- If any deviation occurs regarding the policy for transgender and intersex searches, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL.

Initiation of Contraband Watch

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, or by use of the B-SCAN system ("body scanner"), Department personnel shall immediately notify a supervisor (sergeant or higher). Department personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband. Sound officer safety tactics should be employed in case the secreted contraband is a weapon. If the inmate does not comply, Department personnel shall initiate contraband watch procedures in accordance with CDM section [5-07/000.05](#), "Contraband Watch Procedures."

Physical Body Cavity Searches

- Except in an imminent health emergency, no inmate shall be subjected to a physical body cavity search absent a search warrant or court order specifically authorizing such a search
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search, or their official duties, relative to the search, require them to be present at the time of the search (i.e. collection of evidence). All deputies present during the search shall be of the same gender as the inmate
- Except in an imminent health emergency, a physical body cavity search shall be conducted by medical personnel who are not involved in the primary care of the inmate. If the secreted object affects the inmate's condition, medical personnel will arrange for the inmate to be sent to a medical facility for treatment

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- Physical body cavity searches shall only be conducted in a clinical setting.

Custody Safety Screening Program (B-SCAN) Searches

- Department personnel are encouraged to use the B-SCAN on a routine basis or when personnel suspect an inmate may be concealing any form of contraband per CDM section [5-08/020.00](#), "Custody Safety Screening Program (B-SCAN)"
- When the B-SCAN is used on transgender or intersex inmates, the operator shall be of the same gender as the one with which the inmate identifies.

Inmates Returning From Court

Inmates who have been ordered released by the Court (and have no holds) but remain in temporary custody pending release within a 24 hour period shall not be strip searched unless there is reasonable suspicion to believe the inmate is concealing a weapon or contraband, and that a strip search would result in the discovery of the weapon/contraband. Such reasonable suspicion shall be documented by the watch commander on a Strip Search Authorization Record ([SH-R-399](#)) which shall be forwarded to the unit commander for review.

Suicidal and/or Self-Harm Inmates

While conducting any of the searches described above as a risk precaution, Department personnel should try to identify inmates who may be at risk of suicide or self-harm. Signs of suicidal and/or self-harm behavior can include, but are not limited to, verbal statements, visible superficial "hesitation marks," excess medication, and bizarre behavior. If Department personnel believe they have identified a potentially suicidal inmate they should immediately refer the inmate to Correctional Health Services (CHS) mental health personnel for an evaluation. While conducting any of the searches described above on inmates who have already been identified as a suicide risk, Department personnel shall ensure those inmates do not possess items they can use to harm themselves or others (refer to CDM section [5-01/050.00](#), "Handling of Suicidal Inmates").

Revised 04/11/19 (PREA 115.15)

Revised 03/30/18 (PREA 115.15)

Revised 07/29/16 (DOJ 68)

Revised 02/20/15

Revised 11/21/14

Revised 03/20/14

Revised 05/20/13

Revised 09/03/12

Revised 05/23/12

Revised 09/08/11

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**Revised 06/15/11
Revised 06/08/09
Revised 01/16/07
Revised 06/26/02
12/10/01 CDM**

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CUSTODY DIVISION MANUAL****5-08/010.00 SEARCHES**

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility,
- Recover missing or stolen property,
- Preserve internal order, and the security and safety of both inmates and custodial personnel,
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed.

Searches are tools intended to maintain the safety and security of inmates, employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, day rooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The line sergeant shall be notified prior to the start of the search, and the line sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search. The amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner.

All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing and contraband should be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

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Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

Custody personnel shall obtain authorization for searches from a supervisor of the rank of sergeant or above. All searches shall be logged and signed in the Electronic Uniform Daily Activity Log (e-UDAL) by the line sergeant or senior. The line sergeant or senior shall ensure that a search report (SH-J-434) is generated and submitted to the watch commander.

All search reports shall be processed through the "Custody Automated Reporting and Tracking System" (CARTS). The deputy or custody assistant designated to complete the search report shall be responsible for generating a reference number and submitting the form to the line sergeant for approval as specified through the CARTS (refer to <http://lasdweb/sites/carts/SitePages/Home.aspx>. "CARTS Home Page"). In addition all search reports shall be completed and approved by the watch commander by the end of shift.

All search reports pending approval by sergeants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=1>

All search reports pending approval by lieutenants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=2>

The line sergeant or senior who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section [5-12/000.00](#), "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search."

- Specific area searches,
- Housing areas and cell searches,
- Facility perimeter searches,
- Random searches,
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches,
- Contraband searches,

- Narcotic searches.

Inmate Searches

Prison Rape Elimination Act of 2003

In accordance with the Prison Rape Elimination Act of 2003 (PREA), revised on 2012, any cross-gender search, other than a pat down search, described below shall be documented in the electronic Uniform Daily Activity Log (e-UDAL).

Each custody facility shall implement unit orders that enable inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Custody personnel of the opposite gender entering these areas shall announce their presence.

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing.
- Split Search: A search conducted by both male and female officers. This type of search is generally requested by transgender inmates.
 - Example: If a female officer is requested she will search the breast area of this individual and a male officer will search the male genital of the individual.
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia.
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities).
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity.

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, by any custodial personnel in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing.

Strip Searches and Visual Body Cavity Searches

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Personnel conducting searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," and federal appellate court decisions, *Ackerman v. Giles* 746 F.2d 614, and *Kennedy v. City of Los Angeles* 901 F. 2d 702, once an inmate has been arraigned he may be subject to a strip or visual body cavity search for jail security or safety.

Pursuant to the federal appellate court decision in *Way v. County of Ventura* 445 F. 3d 1157, all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for any pre-arraigned inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility),
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.

Transgender Inmate Searches

- In all cases, a transgender person shall have their identity respected and be accorded their dignity. Under no circumstances shall officers search any person

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for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender individuals.

- Under no circumstance shall transgender individuals be subject to more invasive search procedures than non-transgender individuals.
- Immediate cursory searches of transgender individuals may be conducted by an officer of either sex.
- Split Searches may be conducted by the officer of the sex requested by the transgender person (if available) to search those parts of the body that are anatomically the same as the officer who is requested to do the search.
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in all circumstances, conducted by officers of the sex requested by the transgender person. No personnel may be present who are not directly relevant to the search, and the search shall be conducted in private.
- If any deviation from the policy for transgender searches occurs, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL.

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband.

Personnel shall isolate the inmate from all other inmates, and allow the inmate to have reasonable access to a toilet. Personnel shall ensure the toilet has been checked and the water shut-off prior to giving the inmate access. If necessary, for the purpose of evidence preservation, the toilet may be lined with a plastic bag.

If the inmate does not remove the contraband voluntarily after a reasonable period of time, no more than six hours, the on duty watch commander shall ensure an incident report and a search warrant is obtained. Custody Investigative Services Unit (CISU) shall be notified during the investigation process for guidance and/or assistance.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Once the object is recovered, personnel from the concerned custody facility shall book the object into evidence and prepare a supplemental report.

Physical Body Cavity Searches

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- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,
- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.

- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section [7-02/000.00](#) and [7-03/000.00](#) (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation, due to health reasons.
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and SHALL be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any

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security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

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5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility,
- Recover missing or stolen property,
- Preserve internal order, and the security and safety of both inmates and custodial personnel,
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed.

Searches are tools intended to maintain the safety and security of inmates, employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, day rooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The module/floor sergeant shall be notified prior to the start of the search, and the module/floor sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search. The amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner. All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing and contraband should be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

All searches shall be logged and signed in the Electronic Uniform Daily Activity Log (e-UDAL) by the module/floor sergeant or senior. The module/floor sergeant or senior shall ensure that a search report (SH-J-434) is completed and submitted to the watch commander.

The module/floor sergeant or senior who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section 5-12/000.00, "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search."

- Specific area searches,
- Housing areas and cell searches,
- Facility perimeter searches,
- Random searches,
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches,
- Contraband searches,
- Narcotic searches.

Inmate Searches

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing.
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia.
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities).
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity.

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, by any custodial personnel in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing.

Strip Searches and Visual Body Cavity Searches

Personnel conducting searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," and federal appellate court decisions, *Ackerman v. Giles* 746 F.2d 614, and *Kennedy v. City of Los Angeles* 901 F. 2d 702, once an inmate has been arraigned he may be subject to a strip or visual body cavity search for jail security or safety.

Pursuant to the federal appellate court decision in *Way v. County of Ventura* 445 F. 3d 1157, all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for any pre-arraigned inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility),
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,

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- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.

Transgender Inmate Searches

- In all cases, a transgender person shall have their identity respected and be accorded their dignity. Under no circumstances shall officers search any person for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender individuals.
- Under no circumstance shall transgender individuals be subject to more invasive search procedures than non-transgender individuals.
- Immediate cursory searches of transgender individuals may be conducted by an officer of either sex.
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in all circumstances, conducted by officers of the sex requested by the transgender person. No personnel may be present who are not directly relevant to the search, and the search shall be conducted in private.
- If any deviation from the policy for transgender searches occurs, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL.

Identification of Contraband

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband.

Personnel shall isolate the inmate from all other inmates, and allow the inmate to have reasonable access to a toilet. Personnel shall ensure the toilet has been checked and the water shut-off prior to giving the inmate access. If necessary, for the purpose of evidence preservation, the toilet may be lined with a plastic bag.

If the inmate does not remove the contraband voluntarily after a reasonable period of time, no more than six hours, the on duty watch commander shall ensure an incident report and a search warrant is obtained. Custody Investigative Services Unit (CISU) shall be notified during the investigation process for guidance and/or assistance.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Once the object is recovered, personnel from the concerned custody facility shall book the object into evidence and prepare a supplemental report.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,
- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.

- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section 7-02/000.00 and 7-03/000.00 (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation, due to health reasons.
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and SHALL be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once

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per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

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Prior to any search, the area should be cleared of inmates. The module/floor sergeant shall be notified prior to the start of the search, and the module/floor sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search, the amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner. All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

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Pursuant to the federal appellate court decision in Way v. County of Ventura 445 F. 3d 1157, **all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless** there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for **any** pre-arraigned inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

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Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

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- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,
- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.

- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section 7-02/000.00 and 7-03/000.00 (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation, due to health reasons.

- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and **SHALL** be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility,
- Recover missing or stolen property,
- Preserve internal order, and the security and safety of both inmates and custodial personnel,
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed.

Searches are tools intended to maintain the safety and security of inmates and employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, day rooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The module/floor sergeant shall be notified prior to the start of the search, and the module/floor sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search, the amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner. All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing and contraband should be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

All searches shall be logged and signed in the Uniform Daily Activity Log by the module/floor sergeant or senior. The module/floor sergeant or senior shall ensure that a search report (SH-J-434) is completed and submitted to the watch commander.

The module/floor sergeant or senior who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section 5-12/000.00, "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search."

- Specific area searches,
- Housing areas and cell searches,
- Facility perimeter searches,
- Random searches,
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches,
- Contraband searches,
- Narcotic searches.

Inmate Searches

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing.
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia.
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities).
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity.

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, by any custodial personnel

in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmates clothing.

Strip Searches and Visual Body Cavity Searches

Personnel conducting searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," and federal appellate court decisions, Ackerman v. Giles 746 F.2d 614, and Kennedy v. City of Los Angeles 901 F. 2d 702, once an inmate has been arraigned he may be subject to a strip or visual body cavity search for jail security or safety.

Pursuant to the federal appellate court decision in Way v. County of Ventura 445 F. 3d 1157, **all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless** there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for **any** pre-arraigned inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility),
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.
-

Identification of Contraband

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall neither force nor verbally encourage the inmate to remove the secreted contraband. Personnel shall immediately notify a supervisor (sergeant or higher).

Personnel shall isolate the inmate from all other inmates, away from any toilet or sink, and provide constant supervision of the inmate.

If the inmate does not remove the contraband voluntarily and without prompting, personnel shall notify the Custody Investigative Unit/Operation Safe Jail (CISU/OSJ). CISU/OSJ shall then be responsible for obtaining a search warrant in a timely manner.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,
- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.

- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section 7-02/000.00 and 7-03/000.00 (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation, due to health reasons.
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and **SHALL** be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility
- Recover missing or stolen property
- Preserve internal order, and the security and safety of both inmates and Department personnel
- Ensure that inmates identified as potentially suicidal or are at risk of self-harm do not possess items that would enable them to harm themselves
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed

Searches are tools intended to maintain the safety and security of inmates, employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis in a staggered rotation. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, dayrooms, and indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The line sergeant shall be notified prior to the start of the search, and the line sergeant or supervising line deputy must be present during the entire search. There shall be a sufficient number of custody personnel to conduct the search. The amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner.

All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing, and contraband shall be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

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Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

When it is determined an inmate is hoarding medication, custody personnel shall do the following:

- Return the found medication to medical staff
- Provide medical staff with the name and booking number of the inmate in possession of the hoarded medication

Hoarding medication is defined as an inmate retaining in his or her possession any medication in any quantity or form, that is intended for immediate consumption and for which retention on his or her person is not allowed by the prescriber as self-medication ("self med"), **or** when the medication is intended for another inmate. Prescriptions labeled as self-medication shall not be considered contraband.

Custody personnel shall obtain authorization for searches from a supervisor of the rank of sergeant or above. All searches shall be logged and signed in the Electronic Uniform Daily Activity Log (e-UDAL) by the line sergeant or supervising line deputy. The line sergeant or supervising line deputy shall ensure that a search report (SH-J-434) is generated and submitted to the watch commander.

All search reports shall be processed through the "Custody Automated Reporting and Tracking System" (CARTS). The deputy or custody assistant designated to complete the search report shall be responsible for generating a reference number and submitting the form to the line sergeant for approval as specified through the CARTS (refer to <http://lasdweb/sites/carts/SitePages/Home.aspx> "CARTS Home Page"). In addition all search reports shall be completed and approved by the watch commander by the end of shift.

All search reports pending approval by sergeants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=1>

All search reports pending approval by lieutenants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=2>

The line sergeant or supervising line deputy who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section [5-12/000.00](#), "Inmate Complaint/Service Request").

Searches in Mentally Ill Inmate Housing

Custody personnel shall visually inspect all High Observation Housing (HOH) cells prior to initially housing a mentally ill inmate, and document the inspection on the e-UDAL.

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search" :

- Specific area searches
- Housing areas and cell searches
- Facility perimeter searches
- Random searches
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches
- Contraband searches
- Narcotic searches

Inmate Searches

Prison Rape Elimination Act of 2003

In accordance with the Prison Rape Elimination Act of 2003 (PREA), any cross-gender search described below shall be documented in the electronic Uniform Daily Activity Log (e-UDAL).

Each custody facility shall implement unit orders that enable inmates to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Custody personnel of the opposite gender entering these areas shall announce their presence.

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing
- Unclothed Body/Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities)
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing. Absent exigent circumstances, all pat down/cursory searches of female inmates shall be performed by female custody personnel.

Strip Searches and Visual Body Cavity Searches

Personnel conducting strip and/or visual body cavity searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender. Absent extenuating circumstances, Department personnel shall not conduct a strip search and/or visual body cavity search of an inmate alone.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," pre-arraigned **misdemeanor** inmates shall not be subjected to a visual body cavity search. If a strip and/or visual body cavity search is necessary for any pre-arraigned **misdemeanor** inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Pursuant to the Supreme Court of the United States' decision in *Florence v. County of Burlington*, 132 S.Ct. 1510 (2012), all persons being processed into the Los Angeles County Jail system to be housed with inmates who have already been arraigned may be visually body cavity searched. However, 4030 PC does not allow visual body cavity searches of pre-arraigned **misdemeanor** inmates.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and **only** under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility)

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- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons, or other contraband
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility

Transgender and Intersex Inmate Searches

- In all cases, a transgender or intersex person shall have their identity respected and be accorded their dignity. Under no circumstances shall officers search any person for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender or intersex individuals
- Under no circumstance shall transgender or intersex individuals be subject to more invasive search procedures than non-transgender or intersex individuals
- Immediate cursory searches of transgender or intersex individuals may be conducted by an officer of either sex
- Split Searches may be conducted by the officer of the sex requested by the transgender person (if available) to search those parts of the body that are anatomically the same as the officer who is requested to do the search
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in **all** circumstances, conducted by officers of the sex requested by the transgender or intersex person. No personnel may be present who are not directly relevant to the search, and the search shall be conducted in private
- If any deviation occurs regarding the policy for transgender and intersex searches, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband. Custody personnel shall follow the procedures outlined in Custody Division Directive 16-001.

Physical Body Cavity Searches

- Except in an imminent health emergency, no inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate
- Except in an imminent health emergency, a physical body cavity search shall be conducted by medical personnel who are not involved in the primary care of the

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inmate. If the secreted object affects the inmate's condition, medical personnel will arrange for the inmate to be sent to a medical facility for treatment

- Physical body cavity searches shall only be conducted in a clinical setting

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure the inmates' property is handled with care.

- If inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk
- If inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate
- All bunks shall be searched whether the inmate is present or not
- All personal property listed in Custody Division Manual, sections [5-06/010.05](#) and [5-06/010.10](#) (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation (this is due to health reasons)
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and SHALL be destroyed
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container

Suicidal and/or Self-Harm Inmates

While conducting any of the searches described above as a risk precaution, custody personnel should try to identify inmates who may be at risk of suicide or self-harm. Signs of suicidal and/or self-harm behavior can include, but are not limited to, verbal statements, visible superficial "hesitation marks", excess medication, and bizarre behavior. If custody personnel believe they have identified a potentially suicidal inmate they should immediately refer the inmate to Medical Services Bureau and Mental Health personnel for an evaluation. While conducting any of the searches described above on an inmate who has already been identified as a suicide risk, personnel shall ensure that those inmates do not possess items which the inmate can use to harm themselves or

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others, (refer to Custody Division Manual (CDM) section 5-01/050.00 "Handling of Suicidal Inmates").

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage, or vandalism. Also, all exterior gates, doors, and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main Control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action

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5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility,
- Recover missing or stolen property,
- Preserve internal order, and the security and safety of both inmates and custodial personnel,
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed.

Searches are tools intended to maintain the safety and security of inmates, employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, day rooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The module/floor sergeant shall be notified prior to the start of the search, and the module/floor sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search. The amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner.

All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing and contraband should be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

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Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

All searches shall be logged and signed in the Electronic Uniform Daily Activity Log (e-UDAL) by the module/floor sergeant or senior. The module/floor sergeant or senior shall ensure that a search report (SH-J-434) is completed and submitted to the watch commander.

The module/floor sergeant or senior who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section 5-12/000.00, "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search."

- Specific area searches,
- Housing areas and cell searches,
- Facility perimeter searches,
- Random searches,
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches,
- Contraband searches,
- Narcotic searches.

Inmate Searches

Prison Rape Elimination Act of 2003

In accordance with the Prison Rape Elimination Act of 2003 (PREA), revised on 2012, any cross-gender search, other than a pat down search, described below shall be documented in the electronic Uniform Daily Activity Log (e-UDAL).

Each custody facility shall implement unit orders that enable inmates to shower, perform bodily functions, and change clothing without nonmedical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Custody personnel of the opposite gender entering these areas shall announce their presence.

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing.

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- Split Search: A search conducted by both male and female officers. This type of search is generally requested by transgender inmates.
 - Example: If a female officer is requested she will search the breast area of this individual and a male officer will search the male genital of the individual.
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia.
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities).
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity.

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, by any custodial personnel in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing.

Strip Searches and Visual Body Cavity Searches

Personnel conducting searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," and federal appellate court decisions, Ackerman v. Giles 746 F.2d 614, and Kennedy v. City of Los Angeles 901 F. 2d 702, once an inmate has been arraigned he may be subject to a strip or visual body cavity search for jail security or safety.

Pursuant to the federal appellate court decision in Way v. County of Ventura 445 F. 3d 1157, all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for any pre-arraigned inmate, the

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watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility),
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.

Transgender Inmate Searches

- In all cases, a transgender person shall have their identity respected and be accorded their dignity. Under no circumstances shall officers search any person for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender individuals.
- Under no circumstance shall transgender individuals be subject to more invasive search procedures than non-transgender individuals.
- Immediate cursory searches of transgender individuals may be conducted by an officer of either sex.
- Split Searches may be conducted by the officer of the sex requested by the transgender person (if available) to search those parts of the body that are anatomically the same as the officer who is requested to do the search.
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in all circumstances, conducted by officers of the sex requested by the transgender person. No personnel may be present who are not directly relevant to the search, and the search shall be conducted in private.
- If any deviation from the policy for transgender searches occurs, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL.

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband.

Personnel shall isolate the inmate from all other inmates, and allow the inmate to have reasonable access to a toilet. Personnel shall ensure the toilet has been checked and the water shut-off prior to giving the inmate access. If necessary, for the purpose of evidence preservation, the toilet may be lined with a plastic bag.

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If the inmate does not remove the contraband voluntarily after a reasonable period of time, no more than six hours, the on duty watch commander shall ensure an incident report and a search warrant is obtained. Custody Investigative Services Unit (CISU) shall be notified during the investigation process for guidance and/or assistance.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Once the object is recovered, personnel from the concerned custody facility shall book the object into evidence and prepare a supplemental report.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,
- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.

- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section [7-02/000.00](#) and [7-03/000.00](#) (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be

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considered contraband and will be confiscated and disposed of without compensation, due to health reasons.

- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and SHALL be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

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5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility,
- Recover missing or stolen property,
- Preserve internal order, and the security and safety of both inmates and custodial personnel,
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed.

Searches are tools intended to maintain the safety and security of inmates and employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, day rooms, indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The module/floor sergeant shall be notified prior to the start of the search, and the module/floor sergeant or senior must be present during the entire search. There shall be a sufficient number of custodial personnel to conduct the search, the amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner. All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing and contraband should be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

All searches shall be logged and signed in the Uniform Daily Activity Log by the module/floor sergeant or senior. The module/floor sergeant or senior shall ensure that a search report (SH-J-434) is completed and submitted to the watch commander.

The module/floor sergeant or senior who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section 5-12/000.00, "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search."

- Specific area searches,
- Housing areas and cell searches,
- Facility perimeter searches,
- Random searches,
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches,
- Contraband searches,
- Narcotic searches.

Inmate Searches

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing.
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia.
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities).
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity.

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, by any custodial personnel in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing.

Strip Searches and Visual Body Cavity Searches

Personnel conducting searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," and federal appellate court decisions, *Ackerman v. Giles* 746 F.2d 614, and *Kennedy v. City of Los Angeles* 901 F. 2d 702, once an inmate has been arraigned he may be subject to a strip or visual body cavity search for jail security or safety.

Pursuant to the federal appellate court decision in *Way v. County of Ventura* 445 F. 3d 1157, **all pre-arraigned inmates charged with an infraction, misdemeanor or felony, shall not be subjected to a strip or visual body cavity search before arraignment unless** there is an individualized suspicion and articulable facts that the inmate is concealing a weapon, drugs or contraband and the search will reveal such. The fact that an inmate is arrested for a misdemeanor or felony offense involving drugs, weapons or violence shall not act as the sole basis for conducting a strip or visual body cavity search.

If a strip and/or visual body cavity search is necessary for any pre-arraigned inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and only under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility),
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons or other contraband,
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility.

Identification of Contraband

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband.

Personnel shall isolate the inmate from all other inmates, and allow the inmate to have reasonable access to a toilet. Personnel shall ensure the toilet has been checked and the water shut-off prior to giving the inmate access. If necessary, for the purpose of evidence preservation, the toilet may be lined with a plastic bag. If the inmate does not remove the contraband voluntarily after a reasonable period of time, no more than six hours, the on duty watch commander shall ensure an incident report and a search warrant is obtained. Custody Investigative Services Unit (CISU) shall be notified during the investigation process for guidance and/or assistance.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Once the object is recovered, personnel from the concerned custody facility shall book the object into evidence and prepare a supplemental report.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search,
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection of evidence). The deputy present during the search shall be of the same gender as the inmate,

- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel.

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless so authorized by the unit commander.

Care and Control of Inmate Property

- Personnel conducting searches shall take all reasonable measures to ensure that the inmates' property is handled with care.
- If the inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk.
- If the inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate.
- All bunks shall be searched whether the inmate is present or not.
- All personal property listed in Custody Division Manual, section 7-02/000.00 and 7-03/000.00 (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation, due to health reasons.
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and **SHALL** be destroyed.
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container.

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage or vandalism. Also, all exterior gates, doors and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

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5-08/010.00 SEARCHES

Each custody facility shall implement procedures governing searches in strict accordance with this policy to ensure that the security and safety of the unit is maintained. Objectives of searches include:

- Control the intake of contraband into the facility
- Recover missing or stolen property
- Preserve internal order, and the security and safety of both inmates and Department personnel
- Ensure that inmates identified as potentially suicidal or are at risk of self-harm do not possess items that would enable them to harm themselves
- Conduct searches in a way that minimizes the likelihood that inmates' legitimately owned or obtained property will be destroyed

Searches are tools intended to maintain the safety and security of inmates, employees, and to control the accumulation of contraband and narcotics by inmates. Searches are not to be used to inflict physical stress or punishment on inmates. Inmates shall not be required to remain in any search position for more time than is reasonable and necessary to complete a search.

All deputies and custody assistants are encouraged to conduct random searches whenever possible. Inmate housing areas and areas commonly accessed by inmates should be searched on a regular basis. All housing areas should be searched at least twice a month, if possible, and all other common areas should be searched at least once a month for any contraband and weapons. Common areas would include, but are not limited to, the kitchen, clinic, visiting, elevators, holding cells, dayrooms, and indoor/outdoor recreation areas, etc.

Prior to any search, the area should be cleared of inmates. The line sergeant shall be notified prior to the start of the search, and the line sergeant or supervising line deputy must be present during the entire search. There shall be a sufficient number of custody personnel to conduct the search. The amount of personnel needed shall be determined by the size of the area to be searched. Deputies and custody assistants shall search in an orderly and professional manner.

All searches shall be performed in a respectful manner that preserves the dignity of the inmates' personal property. Deputies and custody assistants shall conduct a search in the least disruptive manner possible while still conducting a thorough search.

Housing areas should be searched thoroughly, paying close attention to any crevices or areas where contraband may be hidden. When searching clothing, bedding, and mattresses, custody personnel should inspect for any lumps and/or any irregular seams. Any excess food, clothing, and contraband shall be removed from cells and housing areas. All contraband items shall be documented and the inmates should be disciplined accordingly.

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Any items in good useable condition shall be recycled. Such items to be recycled include, but are not limited to, religious items issued by chaplains and forms issued by the Department.

Custody personnel shall obtain authorization for searches from a supervisor of the rank of sergeant or above. All searches shall be logged and signed in the Electronic Uniform Daily Activity Log (e-UDAL) by the line sergeant or supervising line deputy. The line sergeant or supervising line deputy shall ensure that a search report (SH-J-434) is generated and submitted to the watch commander.

All search reports shall be processed through the "Custody Automated Reporting and Tracking System" (CARTS). The deputy or custody assistant designated to complete the search report shall be responsible for generating a reference number and submitting the form to the line sergeant for approval as specified through the CARTS (refer to <http://lasdweb/sites/carts/SitePages/Home.aspx>. "CARTS Home Page"). In addition all search reports shall be completed and approved by the watch commander by the end of shift.

All search reports pending approval by sergeants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=1>

All search reports pending approval by lieutenants may be accessed through:

<http://lasdweb/sites/carts/forms/custodyforms/facilitysearchshj434/SitePages/approvalneeded.aspx?level=2>

The line sergeant or supervising line deputy who supervised the search shall remain at the location until the conclusion of the search and shall ensure that all complaints have been noted and/or handled (refer to Custody Division Manual, section [5-12/000.00](#), "Inmate Complaint/Service Request").

Types of Searches

Each unit shall implement procedures for the following types of searches in accordance with this policy and legal requirements as stated in Penal Code section 4030, "Strip or Body Cavity Search" :

- Specific area searches
- Housing areas and cell searches
- Facility perimeter searches
- Random searches
- Pat down/cursory searches, strip searches, visual body cavity searches, and physical body cavity searches

- Contraband searches
- Narcotic searches

Inmate Searches

Prison Rape Elimination Act of 2003

In accordance with the Prison Rape Elimination Act of 2003 (PREA), any cross-gender search described below shall be documented in the electronic Uniform Daily Activity Log (e-UDAL).

Each custody facility shall implement unit orders that enable inmates to shower, perform bodily functions, and change clothing without non-medical staff of the opposite gender viewing their breasts, buttocks, or genitalia, except in exigent circumstances or when such viewing is incidental to routine cell checks. Custody personnel of the opposite gender entering these areas shall announce their presence.

Definitions

- Pat Down/Cursory Search: A search which requires the physical "patting" of a person over their clothing
- Split Search: A search conducted by both male and female officers. This type of search is generally requested by transgender inmates
 - Example: If a female officer is requested she will search the breast area of this individual and a male officer will search the male genitalia of the individual
- Strip Search: A search which requires a person to remove or re-arrange some or all of their clothing to permit a visual inspection of the underclothing, breasts, buttocks or genitalia
- Visual Body Cavity Search: This search is the visual inspection of a person's body cavities (i.e., skin folds, rectal and vaginal cavities)
- Physical Body Cavity Search: This search is the intrusion into a person's body cavity for the purpose of discovering and/or retrieving any object concealed within the cavity

Pat Down/Cursory Search

A pat down/cursory search shall be conducted on all new bookings before accepting them from any arresting agency.

This search may be conducted at any time, on any inmate, in order to discover and retrieve concealed weapons and/or contraband which may be hidden under an inmate's clothing. Absent exigent circumstances, all pat down/cursory searches of female inmates shall be performed by female custody personnel.

Strip Searches and Visual Body Cavity Searches

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Personnel conducting strip and/or visual body cavity searches shall take all reasonable measures to protect the inmate from undue distress or embarrassment. Every effort shall be made to conduct these searches in an area of privacy so that the inmate cannot be observed by persons not participating in the search. All strip and visual body cavity searches shall be conducted by personnel of the same gender as the inmate being searched, unless exigent or emergency circumstances exist. This provision shall not preclude personnel, based on gender, from employment opportunities or positions that duties may include strip searching inmates of the opposite gender.

In accordance with state law, Penal Code section 4030, "Strip or Body Cavity Search," pre-arraigned **misdemeanor** inmates shall not be subjected to a visual body cavity search. If a strip and/or visual body cavity search is necessary for any pre-arraigned **misdemeanor** inmate, the watch commander shall complete and sign a Strip Search Authorization Record (SH-R-399) which shall be forwarded to the unit commander for review.

Pursuant to the Supreme Court of the United States' decision in *Florence v. County of Burlington*, 132 S.Ct. 1510 (2012), all persons being processed into the Los Angeles County Jail system to be housed with inmates who have already been arraigned may be visually body cavity searched. However, 4030 PC does not allow visual body cavity searches of pre-arraigned **misdemeanor** inmates.

Strip and Visual Body Cavity Searches of Civil Commitments

Civil commitment inmates, including sexually violent predators (SVP's), who must be housed separate and apart from all other inmates, are not subject to strip searches or visual body cavity searches unless, and **only** under, one or more of the following exceptions:

- The civil committee or SVP is returning to the jail for housing after a court appearance, or returning from another housing facility (i.e., any outside hospital or medical facility)
- There is reasonable suspicion to believe the civil committee or SVP is in possession of drugs, weapons, or other contraband
- Whenever any SVP is received at a county jail facility from a state prison or psychiatric facility

Transgender and Intersex Inmate Searches

- In all cases, a transgender or intersex person shall have their identity respected and be accorded their dignity. Under no circumstances shall officers search any person for the purpose of determining genital status or presence/absence of breasts or for the purpose of demeaning transgender or intersex individuals
- Under no circumstance shall transgender or intersex individuals be subject to more invasive search procedures than non-transgender or intersex individuals

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- Immediate cursory searches of transgender or intersex individuals may be conducted by an officer of either sex
- Split Searches may be conducted by the officer of the sex requested by the transgender person (if available) to search those parts of the body that are anatomically the same as the officer who is requested to do the search
- More invasive searches, including strip searches, visual body cavity searches, and physical body searches shall be, in **all** circumstances, conducted by officers of the sex requested by the transgender or intersex person. No personnel may be present who are not directly relevant to the search, and the search shall be conducted in private
- If any deviation occurs regarding the policy for transgender and intersex searches, to include emergencies, an immediate supervisor shall be notified of the deviation and it shall be noted in the e-UDAL

If contraband is identified in a body cavity of an inmate during a strip search or visual body cavity search, personnel shall immediately notify a supervisor (sergeant or higher). Personnel shall verbally encourage the inmate to remove the secreted contraband, but shall not force the inmate to remove the secreted contraband.

Personnel shall isolate the inmate from all other inmates, and allow the inmate to have reasonable access to a toilet. Personnel shall ensure the toilet has been checked and the water shut-off prior to giving the inmate access. If necessary, for the purpose of evidence preservation, the toilet may be lined with a plastic bag.

If the inmate does not remove the contraband voluntarily after a reasonable period of time, no more than six hours, the on duty watch commander shall ensure an incident report and a search warrant is obtained. Custody Investigative Services Unit (CISU) shall be notified during the investigation process for guidance and/or assistance.

Upon receipt of a signed search warrant, the inmate shall be transported to Los Angeles County + University of Southern California Medical Center (LAC+USC) (or, if LAC+USC is unable to accept the inmate, to any County-owned/operated hospital/medical center) for removal of the contraband by a physician or other authorized licensed medical personnel.

Once the object is recovered, personnel from the concerned custody facility shall book the object into evidence and prepare a supplemental report.

Physical Body Cavity Searches

- No inmate shall be subjected to a physical body cavity search except under the authority of a search warrant or court order specifically authorizing such a search
- No person shall be present during a physical body cavity search unless such person is necessary for conducting the search or their official duties, relative to the search, require them to be present at the time of the search, (i.e., collection

of evidence). The deputy present during the search shall be of the same gender as the inmate

- A physical body cavity search shall only be conducted under sanitary conditions, and only by a physician or other authorized licensed medical personnel

Inmates Returning From Court

Personnel shall not conduct a strip search or body cavity search of any inmate scheduled to be released within a 24 hour period, unless authorized by the unit commander.

Care and Control of Inmate Property

Personnel conducting searches shall take all reasonable measures to ensure the inmates' property is handled with care.

- If inmates are removed from their housing area and their property was left behind, the property will be searched and all contraband items removed. The property shall be left on top of the inmates' bunk
- If inmates are removed from their housing area and they take their personal and county issued property (excluding mattress), the property should be searched in their presence. When all contraband items are removed, the remainder of the property will be returned to the inmate
- All bunks shall be searched whether the inmate is present or not
- All personal property listed in Custody Division Manual, sections [7-02/000.00](#) and [7-03/000.00](#) (including commissary) and county issued property (with the exception of their sheet and blanket), that does not fit properly inside the inmate property bag, will be considered contraband and will be confiscated and disposed of without compensation (this is due to health reasons)
- In order to ensure clean and sanitary housing for all inmates, perishable foods, served with inmate meals, not consumed within a four hour period will be considered contraband and SHALL be destroyed
- Pictures, drawings, etc., determined to be lewd or overly inappropriate shall be properly disposed of in the designated contraband disposal container

Suicidal and/or Self-Harm Inmates

While conducting any of the searches described above as a risk precaution, custody personnel should try to identify inmates who may be at risk of suicide or self-harm. Signs of suicidal and/or self-harm behavior can include, but are not limited to, verbal statements, visible superficial "hesitation marks", excess medication, and bizarre behavior. If custody personnel believe they have identified a potentially suicidal inmate they should immediately refer the inmate to Medical Services Bureau and Mental Health personnel for an evaluation. While conducting any of the searches described above on an inmate who has already been identified as a suicide risk, personnel shall ensure that those inmates do not possess items which the inmate can use to harm themselves or

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others, (refer to Custody Division Manual (CDM) section 5-01/050.00 "Handling of Suicidal Inmates").

Perimeter Searches (Security Check)

Each unit shall implement a procedure or check list for conducting perimeter searches (security check). A perimeter search shall be conducted at least once per shift by the facility watch commander or their designee. The perimeter shall be checked for any security risks, damage, or vandalism. Also, all exterior gates, doors, and razor wire shall be checked for integrity and to ensure all are secured. The perimeter search shall be noted in the Facility Log and the Watch Commander's Log. Main Control shall be notified immediately of any security concerns, problems, or situations requiring emergent response or action.

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**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT
CUSTODY DIVISION MANUAL****5-08/020.00 CUSTODY SAFETY SCREENING PROGRAM (B-SCAN)**

The B-SCAN is a pass-through safety screening system that is capable of revealing contraband secreted in clothing as well as inside body cavities without the need to remove an inmate's clothing, curtailing the supply of contraband entering custody facilities and providing additional privacy during intake and routine searches. Instituting this safety screening program in Custody Services Division facilities should reduce the amount of contraband that goes undetected.

The B-SCAN is intended to replace the need to perform routine visual body cavity searches of newly-booked inmates and court returnees. **Pre-arraigned inmates have no exemption from the safety screening process.**

B-SCAN searches shall be conducted on all new bookings, court returnees, or any other inmates that have already been through the booking process, arriving at facilities equipped with scanners.

In an effort to reduce contraband, inmates may also be screened on a routine basis or when personnel have a suspicion that an inmate may be concealing **any** form of contraband.

REFUSAL PROCEDURES

Inmates who refuse to be screened shall be separated and a sergeant shall be requested. The following procedures shall be adhered to:

Pre-arraigned felony inmates:

Once a sergeant is present, a visual body cavity search shall be conducted on pre-arraigned **felony** inmates who refuse to be screened. Inmates who refuse to submit to a visual body cavity search are subject to "major violation" disciplinary procedures per Custody Division Manual (CDM) section [5-09/030.00](#), "Disciplinary Guidelines." An inmate who becomes recalcitrant during any part of the screening or subsequent searching process shall be handled as described in CDM section [7-02/020.00](#), "Handling Insubordinate, Recalcitrant, Hostile, or Aggressive Inmates."

Pre-arraigned misdemeanor and infraction inmates:

Pre-arraigned **misdemeanor and infraction** inmates **shall not** be subjected to a visual body cavity search based upon refusal alone. The act of declining the screening option does not meet the "individualized suspicion and articulable facts" required to authorize the visual body cavity search of a pre-arraigned **misdemeanor or infraction** inmate. If "individualized suspicion and articulable facts" exist, custody personnel may only perform a visual body cavity

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search upon completion of a "Strip Search Authorization Record" ([SH-R-399](#)) with approval from the watch commander.

Inmates who have already been arraigned shall be handled the same as the pre-arraigned felony inmates described above.

Inmates confined to wheelchairs or with crutches who cannot physically stand for the screening process, as well as those inmates too physically large to pass through the machine or unable to stand still for the duration of the safety screening process, shall be searched as described in CDM section [5-08/010.00](#), "Searches." Medical personnel shall be consulted if there is any question as to whether or not an inmate can be screened.

Inmates who are known to be pregnant shall not be screened. Inmates who are unsure of their pregnancy status may request a pregnancy test from Medical Services Bureau personnel. Pregnant inmates shall be subject to visual body cavity searches in lieu of the B-SCAN safety screening process.

B-SCAN screening systems are for use on inmates only. No other persons shall be asked or ordered to submit to be scanned under any circumstances. Custody personnel may voluntarily submit to a screening in order to test the function of the machine, instruct in its use, and/or demonstrate if or how concealed items appear on the display.

B-SCAN safety screenings do not preclude custody personnel from continuing thorough and routine searches as needed to maintain a safe and secure jail environment. Custody personnel shall continue to conduct routine contraband searches of all inmates and their environments.

B-SCAN OPERATORS

All B-SCAN screening system operators shall be trained by Custody Training and Standards Bureau (CTSB), or their designee(s), in the operation of the system and how to identify contraband on the display screens. Custody assistants will be the primary operators of B-SCAN equipment. However, deputies may occasionally be requested to operate B-SCAN equipment. Deputies will primarily staff the B-SCAN security positions. Custody assistants may, on occasion, be placed in the security positions under the supervision of sworn personnel.

Personnel who have not been formally trained on the operation of the B-SCAN screening system or personnel who are pregnant, shall not operate the system. Any other exceptions shall be the decision of the on-duty watch commander. If a trained operator is not available, visual searching procedures shall be utilized.

B-SCAN screening operators, and any personnel in a position to directly observe the B-SCAN display, shall be of the same gender as the inmate being screened.

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A video camera shall be permanently stored at each B-SCAN screening system for use when an inmate becomes recalcitrant. At the beginning of each shift, the B-SCAN operator shall inspect the camera to make sure it functions, the battery is full, and recording media are available and have sufficient storage space.

RADIATION DETECTION BADGES (DOSIMETERS)

The amount of x-ray exposure from B-SCAN screening systems is extremely low. The x-ray exposure from a single pass through the system is equivalent to about three minutes of flying in an aircraft at 30,000 feet. In addition, no x-ray radiation reaches beyond the safety zones clearly marked around the base of the system or through the side panels to reach the operator(s).

In an effort to ensure operators are not exposed to radiation, dosimeters shall be issued by the custody facility's training unit and shall be worn at the neck/chest level. Dosimeters shall be regularly exchanged and evaluated as per manufacturer specifications. Personnel shall register their dosimeter with Mirion Technology's "My Dosimeter Report" dosimeter monitoring site. This site provides the user with their current exposure readings as well as year to date and lifetime readings. Acceptable exposure limits established by the State of California are made available in this report. Any employee whose exposure exceeds the acceptable levels shall immediately notify their direct supervisor. Each facility unit commander shall designate a sergeant as their "Radiation Safety Officer" (RSO). The RSO shall review each quarterly report for their facility and immediately notify personnel of any excessive exposure.

Dosimeters shall be stored in the employee's locker when not in use. All dosimeter records shall be kept in compliance with the United States Nuclear Regulatory Commission requirements listed in Regulatory Guide 8.4.

EQUIPMENT REPAIR

Requests for service shall be made by the facilities by calling the B-SCAN vendor, Smith's Detection, at (800) 297-0955. When a request for service has been made to the vendor, notification shall be made to Custody Support Services via telephone or email.

FOUND CONTRABAND

Discovery of contraband found as a result of the B-SCAN screening shall be reported in a memorandum to the respective division chief.

UNIT ORDERS

Each facility utilizing screeners shall generate a unit order describing when and where inmates shall be screened, the staffing requirements to do so safely, and the logistical

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considerations pertaining to their facility. Unit orders shall be written with the understanding that the goal is to screen all inmates entering the custody facility where B-SCANS are installed.

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5-08/060.00 VISUAL INSPECTION DURING BATH PROCESS

When it has been determined that a prisoner will be permanently housed in the jail facility, the inmate shall be showered and issued jail clothing. An inmate may only be assigned to a permanent housing location in the general jail population if:

- The prisoner is not eligible for cite, own recognizance release (O.R.) or other type of release
- The prisoner is unable to post bail within a reasonable time. Subject to space limitations, this time frame may be expanded but shall in all cases be at least three hours

Prisoners may be housed in the general jail population at any time if there is a documented emergency and no reasonable alternative to such placement.

Deputy personnel shall observe inmates during the bath process to identify inmates who may require medical attention and to prevent inmate violence upon others, by inmates who may possess weapons, drugs or other contraband. Inmates having symptoms of infection or disease shall be immediately removed from the bathing process and transported to medical services for evaluation.

Inmates who are suspected of concealing weapons, drugs or other contraband may be subjected to a strip search during the bathing process. There must exist a reasonable suspicion based upon articulable facts that the person to be searched is concealing a weapon or contraband and such search will result in the discovery of the contraband. Deputies may base reasonable suspicion on the inmate's conduct during the bathing process. All strip searches and visual body cavity searches authorized by this policy shall have the prior approval of the watch commander, who shall evaluate the need for the search as outlined by section [5-08/010.00](#).

Inmates suspected of impersonating a member of the opposite sex shall be immediately removed from the bath area and transported to medical services for evaluation. Inmates found to be impersonating a member of the opposite sex shall be immediately removed from the bath area and transported to a gender appropriate facility.