

### **Electronic Searches of Bureau of Prisons Staff**

1. All staff will be required to clear a metal detection device prior to gaining access to the secure confines of the institution. "Secure confines" for this purpose generally means entering the secured inner perimeter of the institution.

Electronic searches of all Bureau of Prisons staff will be conducted via walk-through or hand-held metal detectors by designated staff member(s). No inmates or inmate visitors will be allowed to remain in the area, or allowed to view screening procedures, when electronic searches of staff are being conducted.

It is the responsibility of the employee to clear the metal detector by either passing all items through the metal detector or by placing all items on an available x-ray machine for screening. If the staff member is unable to determine the origin of the item causing the metal detector activation, a designated supervisor will be consulted immediately to determine the next appropriate step to clear or deny the employee for entry. An adequate private screening area for staff will be made available for this purpose. Employees will be allowed to take any items not able to clear the metal detector or x-ray machine to their vehicles, unless doing so would jeopardize the safety, security, or good order to the institution. Existing limited secure storage for cell phones and other personal items (not otherwise prohibited) will be provided for staff who commute via public transportation.

Employees leaving the secure confines of the institution during their shifts are required to clear metal detection upon re-entering the institution.

2. During the initial six weeks of implementation of these procedures, management agrees to meet weekly, or at a mutually agreed upon time, with the Union President or designee to review institution policies and procedural changes due to the implementation of electronic searches.

3. Employees required to perform work in excess of their regularly scheduled hours will be compensated in accordance with applicable laws, rules, and regulations.

4. Employees with a non-paid duty-free lunch break will be afforded their full 30 minute lunch break. Employees who leave the institution for lunch will be allowed a reasonable amount of time to return to their post in the event of unusual and unforeseen delays in clearing the metal detection screening process.

5. During the initial six weeks of the implementation of electronic searches, a supervisor (excluding an employee serving in an acting capacity) or management official will be in the search area assisting with screening.

After the initial six weeks, management will ensure a second staff member is available to expedite the screening process during peak hours. A designated supervisor or management official will be available via radio or telephone for consultation on any issue that may occur. After the initial six week observation period, staff will contact a designated supervisor to address

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any concerns that may arise. Each Chief Executive Officer (CEO) will define peak periods for staff entering their institution either by issuing a memorandum to all staff, or posting the information by a method available to all staff, such as an electronic message board in the front lobby.

6. A radiation exposure badge will be in the immediate search area of each x-ray machine. Periodically these badges will be evaluated for exposure levels.

7. Staff required to utilize the x-ray/metal detectors will receive appropriate training prior to being assigned to any post requiring the operation of these devices.

8. Staff members who have medical conditions that will not allow them to clear or pass through electronic screening devices will be issued a pass by the Warden, upon receipt of administratively acceptable medical documentation (e.g., medical certificate, a physician issued medical ID card, etc.) indicating their medical condition and the extent of the restriction(s) regarding their ability to clear electronic screening. Management agrees to abide by all appropriate privacy laws and will make adjustments to this requirement as needed.

The medical pass does not exempt the employee and their property from clearing the electronic screening but will be tailored to the employee's specific medical issues.

9. Safety-toed footwear will be in accordance with the Master Agreement. Eligible employees will have the option of an equivalent composite safety-toed footwear during their next issuance.

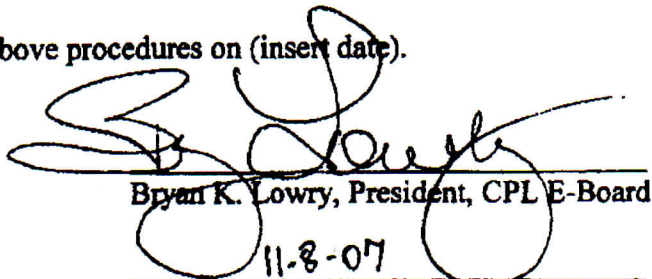
10. Random pat searches of staff persons, random visual searches of staff belongings, and random searches of staff vehicles are not permitted pursuant to these procedures.

11. Staff remain subject to the same reasonable suspicion searches, detention, and arrest, as provided in the Bureau policy on Searching, Detaining, or Arresting Visitors To Bureau Grounds and Facilities.

The union and management agree to the above procedures on (insert date).

  
L. Cristina Griffith, Chief, LMR

11/8/07  
Date

  
Bryan K. Lowry, President, CPL E-Board

11-8-07  
Date