

INCIDENT SCENE PROTOCOL

STANDARD NO(S):

NYSSA # 90

DATE:

December 7, 2009

REFER TO:

Thomas J. Mulheron
Roger O. Ward

I. OBJECTIVE:

To establish a protocol for when a Shift Supervisor is needed at an incident scene.

II. POLICY:

It is the policy of the Seneca County Correctional Facility that a Shift Supervisor will be present at serious incident scenes.

III. FACILITY SUPERVISORS:

A. Seneca County facility supervisors may include the:

1. Sheriff
2. Undersheriff
3. Chief Administrative Officer
4. Correction Lieutenant
5. Correction Sergeant

IV. INCIDENT SCENES:

A. Serious incidents in the facility may require the involvement of a supervisor at the scene of the incident. Incidents needing a supervisor will include, but not be limited to:

1. An inmate's death
2. Injuries to inmate(s) requiring medical care
3. An officer's death
4. Injuries to an officer requiring medical care
5. Medical emergencies
6. An inmate riot
7. An inmate take-over of a facility area
8. A facility fire
9. An inmate escape
10. A hostage situation
11. Facility electrical or mechanical failure

12. Missing facility keys

V. CHAIN OF COMMAND:

- A.** All chain of command procedures will be adhered to and followed as outlined in the policies entitled “Code of Conduct” and “Administrative Notification”.
- B.** The Shift Supervisor will notify the next highest level of supervision.
 - 1.** The upward level of notification may proceed to the Sheriff.
 - 2.** If the next level of the chain of command cannot be reached, the Shift Supervisor will automatically attempt to reach the next highest level.
 - 3.** Contacting the chain of command may be accomplished by, but not be limited to:
 - a.** Telephone
 - b.** E911 dispatch
 - c.** e-mail