

MAGNETOMETER

STANDARD NO(S):

NYSSA #

DATE:

June 1, 2007

REVISED: 04/22/2011

REFER TO:

Roger O. Ward

I. POLICY:

It is the policy of the Seneca County Correctional Facility to subject persons entering the secure portion of the facility to magnetometer scanning.

II. DETAILS:

A. Guidelines -

1. All persons wishing to gain access to the secure portion of the facility for visitation will be instructed to secure all prohibited item either in a locker in the main lobby or in their vehicle.
2. Each person will then be instructed to remove any other objects from their person and place them in a designated container.
3. All objects in the container will be opened and searched by the Visitation Officer in the view of their owner.
4. The person being scanned may, at any time prior to the discovery of contraband, terminate the scan process and exit the facility, even if the result of the scan is a positive reading.
5. In the event dangerous contraband is found during the scan process, the Escort Officer will notify the Shift Supervisor and follow the procedure as outlined in the policy entitled "Facility Criminal Investigation".
6. Persons who advise an officer of the presence of a medical device that may be affected by electromagnetic interference will not be subjected to a magnetometer or hand scanning search. Such persons will be subjected to a pat-search by a staff member of the same sex. If the person chooses to not be pat-searched, further access into the facility will be denied and they will be allowed to exit the facility.

B. Magnetometer Procedures –

1. After the above procedures are completed, persons will be instructed to proceed through the opening of the magnetometer.

2. If there is a negative reading result, the person will be instructed to proceed through the opening and collect their property.
3. If there is a positive reading result, the person will be advised of the reading and given the opportunity to ascertain whether they have overlooked a metal object in their possession. The overlooked object will be removed and placed in the designated container or secured as outlined previously, and then the person will be instructed to pass through the system again.
4. If a positive reading results again, the person will be scanned using a hand scanner following the procedures as outlined below.
5. The assigned officer will confirm the unit has completed calibration and test the system to ensure the system is working properly.
6. A designated Escort Officer will ensure that weekly inspections are completed as outlined in the policy entitled "Key Control".

C. Hand Scanning Procedures –

1. A facility staff member will demonstrate to the person scanned how to stand for such a screening.
2. The staff member will avoid touching the individual with the scanner and will not place the scanner in contact with sensitive areas of the body.
3. If there is a negative reading result, the person will collect their property and be permitted to proceed.
4. If there is a positive reading result, further access into the facility will be denied.
5. The assigned officer will test the unit to ensure the system is working properly.

D. Location –

1. The walk through magnetometer is located in the main lobby of the facility.
2. Two hand held scanners will be located in reception near the walk through magnetometer, and two additional hand held scanners will be located in booking.

E. Persons Exempt from Scanning –

1. All members of the Seneca County Law Enforcement Center will be exempt.
2. Facility support staff members, to include but not limited to:
 1. Food service
 2. Medical
 3. Educational
 4. Mental health
 5. Pre-trial
3. Non-uniformed law enforcement members from another agency who produce an appropriate badge and photo identification.
4. Uniformed law enforcement agency members.
5. The Chief Administrative Officer reserves the right to waive or amplify the exemption status.