

BLOOMINGTON POLICE DEPARTMENT**STANDARD OPERATING PROCEDURE****SECURING AND TRANSPORTING PERSONS IN CUSTODY**

Reviewed by: Sergeant William Wright	Effective Date: May 15, 1996
Authorized by: Chief Dan Donath	Revision Date: September 17, 2019

PURPOSE

The purpose of this SOP is to prescribe the methods to be used for securing arrestees or persons detained for an investigatory stop and their safe placement in vehicles for transport.

PROCEDURE**VEHICLE PREPARATION**

1. At the beginning of shift, the assigned squad should be searched by the officer. This search is intended to insure that no contraband has been left in the vehicle during a prior transport. Areas searched are those areas that an individual could have placed contraband. The rear seat should be removed in this process.
2. Prior to transport, the area around where the prisoner will sit should be searched to confirm no contraband is present.
3. Prior to placing the prisoner into the squad car for transport, the prisoner should be properly searched. This search should be completed by the transport officer even if the prisoner has already been searched.
4. Upon securing the prisoner at the end of transport, the vehicle should again be fully searched as it was at the beginning of the shift. Any contraband located can be documented for possible charges.

USE OF HANDCUFFS AND LEG RESTRAINTS

All prisoners should be handcuffed prior to being transported. Subjects should be handcuffed with the hands behind the back, unless there is an injury or handicap which would prevent this.

If, due to an injury or handicap, an arrestee needs to be handcuffed in front, extra precaution should be used and the subject's arms secured by placing the cuff through the subject's belt and/or placing the seat belt through his/her arms to restrain movement. In such cases, the subject must be transported in a squad with a protective cage and should be instructed to keep his/her hands on the cage screen in clear view of the transporting officer.

In all cases when handcuffs are applied, the double lock should be activated to prevent any injury to the arrestee, due to the handcuffs tightening down. The officer should verify the cuffs are not too tight by placing a finger between the locked cuff hasp and the wrist of the prisoner.

If the arrestee is trying to kick persons or property, one of the following methods may be used to secure custody with the use of leg restraints:

1. **Rear Seat Application:** the officer should stand to the side of the door with his/her hand extended in front of him/her in order to block any kick. The officer should then grasp the arrestee's legs and pull the subject off balance, causing him/her to virtually lie down on the seat. The officer should cross the subject's legs and apply a leg restraint snugly around the ankles. The end of the restraint should be passed from behind the legs all the way through the legs. The subject's legs should be placed back on the floor and slid under the seat. The loose end of the restraint should be pulled out of the bottom of the door and around to the front seat where it should be secured to the front seat belt. The officer should ensure that the restraint does not dangle outside the rear door in order to prevent it from catching on something as the squad pulls away. Upon reaching the intended destination, the restraint can be brought up to the knee and secured to the handcuff area on an unruly individual, thereby forcing him/her to pay more attention to his/her balance than to the officer. The officer should help the subject walk, especially when climbing or descending stairs; however, stairs should be avoided when possible.
2. **Front Seat Application:** once the restraints have been applied (as detailed above), the officer should properly affix and adjust the seat belt to the individual. The loose end of the restraint should be brought up and around the lap belt and back down to the ankles, where it should be snapped to the back of the clip on the restraint.

PRISONER TRANSPORT

1. **One prisoner**
 - a. In a "caged" car, the transported prisoner will be placed in the rear seat of the vehicle and properly secured with the seat belt.
 - b. In a one-officer squad (no "cage"), the prisoner should be placed in the front seat and properly secured with the seat belt.
 - c. In a two-officer squad, the prisoner should be placed in the back seat, on the passenger's side, with the second officer in the back seat on the driver's side. The arrestee should be properly secured with the seat belt.
2. **Two prisoners**
 - a. In the event that a one-officer squad has two prisoners, a second squad should be called to assist with transportation
 - b. In a two-officer squad, one prisoner should be placed in the front seat. The other prisoner should be placed in the passenger's rear seat with the second officer seated in the driver's side rear seat. Seat belts should be used.
 - c. When more than two prisoners are to be transported, additional squads should be called to assist with transportation. If time and manpower permit, the arresting officer may request that the prisoner transport vehicle be brought to the scene.
 - d. When transporting prisoners of the opposite gender as the officer or a juvenile, the officer should give the location from which the prisoner is to be transported and the odometer reading prior to departing the scene. The odometer reading should also be given immediately upon arrival at the intended destination.
 - e. In the event a prisoner is unruly and two officers are needed in the transporting vehicle, the second officer should advise the station that they are leaving a squad and should give the location. The squad should be secured and any equipment should be placed in the trunk. The squad should be picked up as soon as possible.

PRISONER ESCAPE

In the event of an in-custody escape, the following steps shall occur:

1. The transporting officer shall immediately notify Bloomington Dispatch, via the primary radio channel, of the situation.
2. Bloomington Dispatch will immediately notify the shift supervisor of the situation.
3. The transporting officer will put out description information (name of subject, clothing description, and last verified location of the subject) as well as possible charges over the primary radio channel.
4. All available officers will respond to the area and assist with setting up a perimeter.
5. Bloomington Dispatch will notify METCOM and Illinois State Police Dispatch to advise this information.
6. The shift supervisor will be responsible for determining whether any further actions or additional resources (assistance of other jurisdictions, establishing command center, switch to encrypted radio channel, etc) will be needed.
7. The Assistant Chief of Operations shall be notified.
8. The transporting officer shall prepare a written police report detailing the escape and any related offences.