



## Ohio Administrative Code Rule 5120:1-12-03 Security - eight-hour facility.

Effective: January 1, 2003

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(A) Each twelve-hour facility shall maintain the following minimum standards in regard to security of the facility.

- (1) An established security perimeter.
- (2) A secure booking and release area.
- (3) Temporary weapons storage lockers or other secure storage at each point of entrance to the jail's security perimeter.
- (4) If installed, closed circuit televisions that are operational and preclude the monitoring of shower, toilet and clothing exchange areas.
- (5) A two-way communications system between central control, staffed posts and prisoner occupied areas. Prisoners shall be able to initiate communication with staffed posts.
- (6) Equipment necessary to maintain utilities, communications, security and fire protection in an emergency. Documentation supports that such equipment is tested quarterly and repaired or replaced as needed.

(B) Each twelve-hour facility shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained.

- (1) In regard to jail security control equipment and devices:
  - (a) The jail administrator or designee authorizes the types, use, implementation or installation of security control equipment and devices.



- (b) The jail administrator or designee supervises and documents the training of those authorized to use security control equipment and devices.
  
- (c) Staff members authorized to access security and control devices, and their storage areas shall be documented.
  
- (d) Storage areas for security and control devices shall be secured.
  
- (2) All prisoners shall be searched whenever entering or leaving the jail's security perimeter.
  
- (3) Procedures and practices governing strip and body cavity searches following reception shall be developed and implemented in consultation with the county prosecutor, city attorney or law director consistent with section 2933.32 of the Revised Code.
  
- (4) A written emergency operations plan.
  
- (5) The maintenance by staff of a log to record routine information, emergency situations and unusual incidents.
  
- (6) An official count shall be conducted every shift to verify prisoners physical presence and identification. Jail staff conducting the count shall record the count.
  
- (7) Personal observation checks of prisoners shall be conducted every sixty minutes. Observation checks shall be conducted at varying times and shall be documented after completion by the staff person performing the check.
  
- (8) Prisoners in physical restraints shall be personally checked by staff every ten minutes.
  
- (9) In regard to the use of force:
  - (a) Use of force shall be limited to instances of justifiable self-defense, prevention of self-inflicted harm, protection of others, prevention of riot, escape or other crime and controlling or subduing a prisoner who refuses to obey a staff command or order.



(b) Use of force shall be limited to the amount of force necessary to control a given situation and shall include a continuum of escalating force levels.

(c) An examination and/or treatment by qualified health care personnel shall be provided to prisoners or staff involved in a use of force incident when there is obvious physical injury or there is a complaint of injury or request for medical attention.

(d) Use of force incidents shall be recorded and reviewed by the jail administrator or designee.

(10) Contraband shall be defined in rules available to prisoners. All prisoner accessible areas of the jail shall be inspected for contraband and physical security deficiencies.

(a) Prisoner housing areas shall be inspected once a week in a manner that ensures all areas are inspected each month.

(b) Prisoner accessible areas shall be inspected in a manner that ensures all areas are inspected each month.

(c) A security inspection of the jail shall be conducted once a month.

(d) The jail administrator or designee shall be notified of any discovered contraband or physical security deficiencies.

(e) The appropriate disposition of contraband and the remediation of physical security deficiencies shall be documented.

(11) No prisoner shall be given control of or authority over any other prisoner, security function or service activity.

(12) In regard to a key control system:

(a) A key control center for storing working and/or daily issue keys that is inaccessible to



unauthorized persons shall be maintained.

(b) There shall be an accounting system for issuing and returning keys.

(c) There shall be a reporting system for documenting and repairing broken or malfunctioning keys or locks.

(d) There shall be a complete set of duplicate keys maintained outside the jail's security perimeter inaccessible to unauthorized persons but accessible for jail needs.

(e) Prisoners shall be prohibited from handling jail security keys.

(f) Perimeter keys shall be prohibited from entering the jail's security perimeter except in an emergency.

(g) Emergency keys shall be marked or color-coded.

(h) The key control system shall include provisions for access and authority to operate non-key operated locking devices (i.e., electrical controls, remote release levers.)

(13) Toxic, corrosive and flammable substances and tools shall be:

(a) Stored in a secure area;

(b) Used by prisoners only under direct staff supervision;

(c) Used only in accordance with manufacturer's instruction;

(d) Accessible only to authorized persons;