



Ohio Administrative Code

Rule 5120:1-8-03 Security.

Effective: January 1, 2025

(A) Each minimum security full service jail shall maintain the following minimum standards in regard to security of the jail.

(1) (Essential) An established security perimeter.

(2) (Essential) A secure booking and release area.

(3) (Essential) Temporary weapons storage lockers or other secure storage at each point of entrance to the jail's security perimeter.

(4) (Essential) If installed, closed circuit televisions that are operational and preclude the monitoring of shower, toilet and clothing exchange areas.

(5) (Essential) A two-way communications system between central control, staffed posts and inmate occupied areas.

(6) (Essential) 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 jail will have written policies and procedures, and practices which evidence, that the following minimum standards are maintained.

(1) (Important) Procedures govern availability, control inventory, storage, and use of firearms, less than lethal devices, and related security devices, and specify the level of authority required for their access and use. Chemical agents and electrical disablers are used only with the authorization of the jail administrator or designee. Access to storage areas is restricted to authorized persons and the storage space is located in an area separate and apart from inmate housing or activity areas.



- (2) (Important) All inmates are searched whenever entering or leaving the jail's security perimeter to control contraband.
- (3) (Important) Procedures and practices governing strip and body cavity searches following reception will 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) (Essential) There is a plan that guides the jail's response to emergencies. All jail personnel are annually trained in the implementation of the emergency plan. The emergency plan should include procedures to be followed in situations that threaten jail security.
- (5) (Essential) The maintenance by staff of a log to record routine information, emergency situations and unusual incidents.
- (6) (Essential) An official count will be conducted to verify inmates' physical presence and identification. At least three official counts will occur daily, not to exceed nine hours in duration from the previous official count. The official counts will be reconciled. Jail staff conducting the count will record the count.
- (7) (Essential) Personal observation checks of inmates will be conducted every sixty minutes on an irregular schedule. Observation checks will be conducted at varying times and will be documented after completion by the staff person performing the check.
- (8) (Important) Jails will develop their own policy to address the management of those inmates with special needs.
- (9) (Essential) Inmates in physical restraints will be personally checked by staff every ten minutes. The report of the use of physical restraints will be reviewed and signed off by a non involved supervisor or higher ranking personnel. The use of physical restraints will be reviewed for policy compliance by the jail administrator or designee.
- (10) In regard to the use of force:



(a) (Essential) Use of force will be limited to instances of justifiable self-defense, prevention of self-inflicted harm, protection of others, prevention of riot, discharge of firearm or other weapon, escape or other crime and controlling or subduing an inmate who refuses to obey a staff command or order.

(b) (Essential) Use of force will be limited to the amount of force necessary to control a given situation. In no event is physical force used as punishment.

(c) (Essential) An examination and/or treatment by qualified health care personnel will be provided to inmates 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) (Essential) Use of force incidents shall be recorded and reviewed by the jail administrator or designee.

(11) Procedures guide searches of jails and inmates to control contraband.

(a) (Important) Inmate accessible areas will be inspected in a manner that ensures all areas are inspected each month.

(b) (Essential) A security inspection of the jail will be conducted once per month.

(c) (Essential) The jail administrator or designee will be notified of any discovered contraband or physical security deficiencies.

(d) (Essential) The appropriate disposition of contraband and the remediation of physical security deficiencies will be documented.

(12) (Important) Inmate movement from one area to another is controlled by staff.

(13) (Important) Policies and procedures guide the staff supervision and searching of inmate workers.



(14) (Important) No inmate will be given control of or authority over any other inmate, security function or service activity.

(15) (Important) Same gender and cross gender supervision guidelines will be provided in policy and procedure.

(16) (Essential) Keys, tools, culinary equipment and medical or dental instruments and supplies, such as syringes, needles, and other sharp objects, are inventoried and use is controlled.

(17) (Essential) Toxic, corrosive and flammable substances and tools will be:

stored in a secure area and used by inmates only under direct supervision and used only in accordance with manufacturer's instruction. The substances are only accessible to authorized persons.

(18) (Important) Jail personnel who provide transportation will be trained in transportation policies and procedures. Only trained jail personnel implement transport.

(19) (Important) The jail will have policy and procedure that guides prevention, detection, and response to sexual activity and sexual harassment of inmates confined in the facility, to include the following:

(a) Inmates receive information about their rights to be free from sexual harassment and sexual abuse, including how to make a report at reception.

(b) Inmate-on-inmate sexual harassment and sexual abuse is prohibited and subject to administrative, disciplinary and criminal sanctions.

(c) Sexual conduct by staff, contractors, and volunteers upon inmates is prohibited and subject to administrative and/or criminal sanctions.

(d) An investigation is conducted and documented whenever a sexual harassment or sexual abuse report is made.