2-06/030.30 Handling Inmates in Waist Chains and/or with the Handcuff Cover Restraint System Installed

The handcuff cover consists of a pair of standard handcuffs (stamped "Custody Div"), a "Master" brand padlock, a length of chain, and a black plastic handcuff cover. These units are numbered and assigned to specific inmates. The handcuff cover components are to stay intact at all times, and when not in use, the device shall be locked together as one unit.

Single-man Waist Chains

Certain inmates require a heightened level of security during movement in order to provide for the safety and security of the concerned inmate, other inmates, and custodial personnel. In cases where additional control measures are required, inmates may have a handcuff cover installed over the handcuffs to prevent tampering.

When using the restraint units, the following shall apply:

- Personnel shall not apply handcuff cover restraints unless they have received the appropriate training.
- An inmate being transported to court wearing a handcuff cover restraint shall be classified as an ***A*** Special Handling Code and have this Special Handling Code visible on the wristband prior to arriving at IRC/CRDF court line.
- Court Services Transportation Bureau (CST) personnel shall be responsible for applying the leg chains on each inmate classified as an ***A*** Special Handling Code prior to transporting the inmate. All ***A*** Special Handling Code inmates shall be transported with leg chains. Any exception from this section shall be approved by the CST Watch Sergeant or Watch Commander and documented on the transmittal, Special Handling Loading Instructions.
- CST Deputies shall be responsible for removing the leg chain at IRC/CRDF when the inmate returns from his/her court appearance.
- CST special handling Deputy shall ensure the special handling transportation code is updated in the computer to include leg chains for all ***A*** special handling code inmates.
- An ***A*** special handling code is not required for internal movement or other facilities.
- The use of a handcuff cover restraint shall be based upon articulable facts justifying the need for additional security. Court Services personnel can submit an Inmate Special Handling Request (SH-J-181) form and if approved, the handcuff cover can be obtained from IRC/CRDF for the inmate's movement from a court facility.
- Inmates brought to a court facility in a handcuff cover restraint should remain in those restraints while in the lockup, if possible. Inmates who remain in the handcuff cover restraint should also remain in the leg chains while in the lockup.
- One hand may be un-cuffed to allow the inmate the use of toilet facilities. If the inmate demonstrates a propensity to abuse this privilege, both hands will be cuffed.
- The use of a handcuff cover restraint does not eliminate Title 15 requirements. Inmates must be given reasonable opportunities to use toilet facilities, access to drinking fountains, and provisions must be made for the consumption of meals.
- Use of a handcuff cover restraint does not fall under the category of a restraint device as listed in

CSDM 3-14/020.15 - Court Restraint Device Record Form. Use of a waist chain in a jury attended courtroom, however, still falls under CSDM 3-14/020.15 for reporting purposes.

Documentation is required in the facility lockup control log of any inmates held in waist chains or arriving with a handcuff cover installed.

- Inmate's name, booking number, handcuff cover serial number, cell location and court location will be posted in the Facility Lockup Control Log along with:

  - Deputy's name and employee number

  - Copy of inmate classification card attached to transmittal

  - The time inmate comes into and out of the facility

  - Any medical problems

- Lockup personnel are responsible for making the 15 minute cell checks and a supervisor is to initial inspection report twice per shift, refer to CSDM, 2-06/020.00 - Routine Safety Checks and 2-06/020.05 - Recording Inspection.
- Branch Supervisors shall be notified of the inmate's status upon arrival at the court facility.
- A supervisor is required to be present any time a ‘special handle’ ‘Sergeant escort’ inmate is either cuffed or un-cuffed, unless handcuff removal is necessary to administer emergent medical treatment. (Exception: A supervisor does not have to be present for the leg chains to be removed or applied.)

Additionally, these devices shall be counted on a daily basis and entered into the Uniform Daily Activity (UDAL)/Title 15 Log Book. If a device is missing, notification must be made to the Branch Supervisor and there must be written documentation (memorandum) listing any information that might account for the loss of the device.

Segregation of Chained Inmates and Security Cell Checks

Under no circumstances shall a handcuffed inmate be placed in a cell with un-cuffed inmates. The handcuff cover restraint shall not be used as a disciplinary device under any circumstances.

Door placards must be placed on the cell door identifying the inmate as being chained and identified as having a handcuff cover installed. This is critical because the handcuff cover is locked with a padlock that may be of a different type lock, requiring a special key.

Interview cells housing inmates, not in the interview cell for a visit, require a Cell Inspection Log to be posted on the door and completed as required.

Removal and/or Damage to the Restraint Units

Occasionally, it may be necessary to remove the waist chains and handcuff cover; when this occurs, a Branch Supervisor shall be notified and be present. The component's integrity must be maintained and all parts kept together. If inmates are to be re-cuffed at a later time, the components must be identified as belonging to a

specific inmate so they receive the same cuffs they arrived in.

When inmates are released in court, all components shall be sent to IRC/CRDF via CST. The handcuff case number shall be noted on the release papers or transmittals.

Should it be necessary to forcibly remove one of the devices without the use of the padlock key by means likely to cause damage (such as bolt cutters, etc.), the Branch Supervisor shall be notified and be present during the process. A written account of the incident will be needed as listed in CSDM, 2-06/030.25, Handling of Damaged Waist and Leg Chains.