

Unit Order: 2023-02 CLOSED CIRCUIT TELEVISION SYSTEMS (CCTV)

PURPOSE OF ORDER:

The purpose of this unit order is to establish Facilities Services Bureau (FSB) policies to align with the Federal Prison Rape Elimination Act (PREA) and its potential impact to the safety of inmates being held within Departmental custody.

SCOPE OF ORDER:

This order shall apply to all FSB personnel who are involved in the design, installation alteration, modification and replacement of Department operated Closed Circuit Television (CCTV) systems within the Department's custody facilities, station jail areas and other detainee holding areas.

ORDER:

To assist in the Department's compliance with the guidelines described in PREA, Facilities Services Bureau has implemented the following procedures.

This unit order requires the following steps to be initiated and followed.

- Prior to the start of work, FSB personnel shall contact the Department PREA coordinator, to perform an initial review of any requests, plans, concept drawings or construction documents to provide input for the suitability of the installation and its compliance with PREA Standard Section 115.18 Upgrades to Facilities and Technology.
- When new or additional CCTV systems are required within custody areas, consideration shall be given as to the location and placement of cameras, the total number of cameras required for the given area, and the proposed viewing angle, to ensure the installation provides ample coverage of the viewed area and efforts are made to address the need to make all areas viewable where inmates are present or in transit.
- When necessary for CCTV camera equipment to be placed adjacent to inmate restrooms, showers or changing areas, the cameras shall be installed to maintain the privacy and dignity of the inmates.
- The overall FSB goal shall be to install, maintain and modify CCTV systems in accordance with Federal PREA guidelines. When designing or acquiring any new facility and in planning any substantial expansion or modification of existing facilities, FSB staff shall consider the effect of the design, acquisition, expansion, or modification upon the ability to protect inmates.