

07-000/00 Administrative Segregation

Los Angeles County Sheriff's Department

CUSTODY SERVICES DIVISION	Unit Order: #07-000/00
GENERAL POPULATION	Effective Date: 01-01-1998
NORTH COUNTY CORRECTIONAL FACILITY	Reviewed Date: 05-06-2024
Subject: Administrative Segregation	
Reference: CCR Title 15, Section 1053; CDM 5-02/040.00, 5-08/010.00; UO 07-000/05	
Unit Commander Signature:	Date:

PURPOSE OF ORDER:

The purpose of this unit order is to establish procedures regarding administrative segregation (Ad-Seg).

SCOPE OF ORDER:

This order applies to all personnel assigned to and/or working at the North County Correctional Facility (NCCF).

ORDER:

Ad-Seg is used to provide maximum security housing for inmates who are incompatible with general population inmates and/or are considered to be escape risks, danger to staff, other inmates, or themselves.

Unless specifically stated otherwise, inmates housed in the Ad-Seg Unit are entitled to the same services and programs as inmates housed in the general population (with exception to those services that would obviously

violate the intent of this order). The use of this type of security housing shall not be used as discipline or used to circumvent the disciplinary review process.

BUILDING [REDACTED TEXT]

The Ad-Seg Unit is located in the [REDACTED TEXT] building. Building [REDACTED TEXT] contains four (4) separate housing pods and is capable of housing the following inmate classifications:

A. HIGH POWER

- Prison gangs
- Highly dangerous inmates
- Condemned/lifer inmates
- Street gangs
- Biker gangs
- Murder suspects

B. PROTECTIVE CUSTODY

- Noteworthy inmates
- Protective custody inmates [REDACTED TEXT]
- High security risk inmates [REDACTED TEXT]
- "In-house" protective custody (Ad-Seg), such as inmates charged with sex crimes with minors, rape, spousal abuse (273.5 PC), certain specified gang members, and inmates who cross ethnic lines and align themselves with opposite-race gang members.

C. DISCIPLINE AND PRE-DISCIPLINE INMATES

Inmates assigned to the [REDACTED TEXT] building must fit the above outlined criteria. Some classifications are allowed for only temporary housing (i.e., emergency removal from general population) until review can be made by the [REDACTED TEXT]-classification officer. If an inmate is transferred from general population or from another facility to Ad-Seg, the report authorizing the movement shall accompany the inmate.

Following the established compatibility format, CISU Jail Liaison and PMB Classification shall be notified daily regarding bed space availability for high power and protective custody inmates.

NEW ARRIVALS

New arrivals to the [REDACTED TEXT] building shall be handcuffed before they are allowed to pass through the inner gate of the unit. The escorting rovers and the [REDACTED TEXT] building rovers shall conduct a search of the inmate in the [REDACTED TEXT] dayroom, which shall be supervised by the supervising line deputy (SLD) or the sergeant. All property shall be searched, and any found contraband shall be confiscated.

All searches shall be conducted in accordance with Custody Division Manual (CDM) section 5-08/010.00, "Searches."

HOUSING

All inmates housed in the [REDACTED TEXT] building shall be segregated and housed according to compatibility as established by PMB Classification. If the inmate has been transported via CST, prior arrangements should have already been established and the assigned staff station advised. If the housing location has not been previously assigned and the [REDACTED TEXT] classification officer is unavailable, the SLD shall assign a temporary housing location.

Upon arrival of the newly assigned inmate, the staff station officer shall initiate a new file for the inmate, which shall contain copies of the inmate's special handling card. Any special handling criteria that may differ from the normal operating procedures shall be logged into the e-UDAL and be noted on a memo and placed in the module's pass-on book.

Those cells housing administrative segregation or discipline inmates shall be searched and thoroughly cleaned whenever the inmate is reassigned to another housing location.

PROTECTIVE CUSTODY

If the need arises to segregate an inmate from the general population, they shall be placed in the specified area of the [REDACTED TEXT] building and identified as "Administrative Segregation" or "Ad Seg." The [REDACTED TEXT] classification officer shall review each case daily to determine the final housing status. Watch commander approval is required for this placement (*refer to UO 07.000/05 for Ad-Seg procedures*).

INMATE REVIEW

All new "High Power" inmates shall be interviewed by Jail Liaison personnel. The information received during the interview process along with facts already acquired through intelligence shall determine final housing status. All "High Power" files shall be monitored by the facility's OSJ unit. These records, along with all "Protective Custody and Discipline" files, shall be maintained at each individual staff station.

BUILDING [REDACTED TEXT] - INMATE MOVEMENT

All "High Power" inmates housed in building 900 shall be escorted by at least one (1) deputy. The only movement outside the housing pods shall be for visitation, yard time, medical examinations, or court.

Court

Court line movement is accomplished utilizing the [REDACTED TEXT] building. The [REDACTED TEXT] building SLD shall arrange for transportation of "High Power" inmates to the IPA "Single Cell" housing area. All "High Power" movement shall be performed individually and shall be accompanied by two (2) deputies and a supervisor.

INMATE SERVICES

All inmate services, medical services, and meals shall be individually delivered to each inmate. Procedures for each service have been established. Due to the nature of the high security environment, group gathering services (i.e., church, library, etc.) shall not be provided.

INMATE PROPERTY

Inmate property allowed in building [REDACTED TEXT] is dictated by the "Approved Property List" for Ad-Seg. This list shall be clearly displayed at all staff stations except the pre-discipline or discipline modules. Pre-discipline inmates may retain all property that meets the requirements for general population.

When inmates are transferred out of the facility (e.g., court, release, medical, etc.) all property shall go with them. This procedure shall be followed even though the inmate is expected to return to NCCF.

PROHIBITED READING MATERIALS

Refer to CDM section 5-06/030.00 "Inmate Reading Material".

SAFETY CHECKS

Safety checks shall be completed at established intervals and in accordance with CDM section 4-11/030.00, "Inmate Safety Checks" by building [REDACTED TEXT] Title 15 deputies. If an inmate is missing from their cell, the personnel conducting the check shall verify the missing inmate's location from the staff station officer before logging that particular check.
