

WEBER COUNTY CORRECTIONAL FACILITY

Volume

SECURITY AND CONTROL

Chapter

JF 05 - USE OF LESS LETHAL FORCE AND RESTRAINTS

Effective Date:

11-01-94

Review Date:

08-15-05

Pages

36

Approved

JF 05/01.00 GENERAL

JF 05/01.01 Purpose

JF 05/01.02 Cross Reference

JF 05/01.03 Definitions

JF 05/02.00 BASIC GUIDELINES FOR USE OF FORCE

JF 05/02.01 Policy

JF 05/02.02 Rationale

JF 05/02.03 Procedure: Action Based on Reasonable Understanding of the Situation

JF 05/02.04 Procedure: Use of Force Continuum

JF 05/03.00 USE OF LESS LETHAL FORCE/TACTICS AND WEAPONS

JF 05/03.01 Policy

JF 05/03.02 Rationale

JF 05/03.03 Procedure: Strikes and Kicks

JF 05/03.04 Procedure: Use of OC Aerosol

JF 05/03.05 Procedure: Use of Taser

JF 05/03.06 Procedure: Use of Pepper Ball OC Launcher

JF 05/03.07 Procedure: Use of Batons

JF 05/03.08 Procedure: Use of Less-Lethal Impact Munitions

JF 05/03.09 Procedure: Use of Chemical Agents and Munitions CS/CN

JF 05/03.10 Procedure: Use of CS/CN Inside the WCCF

JF 05/03.11 Procedure: Misuse of Less Lethal Weapons/Use of Non Issued Weapons

JF 05/04.00 LESS LETHAL WEAPONS CERTIFICATION AND TRAINING

JF 05/04.01 Policy

JF 05/04.02 Rationale

JF 05/04.03 Procedure: OC Certification and Training

JF 05/04.04 Procedure: Baton Certification and Training

JF 05/04.05 Procedure: Chemical Munitions Certification and Training

JF 05/04.06 Procedure: Impact Munition Certification and Training

JF 05/05.00 FORCE CELL PROCEDURES/SAT

JF 05/05.01 Policy

JF 05/05.02 Rationale

JF 05/05.03 Procedure: Notification of SAT/Pre Planning

JF 05/05.04 Procedure: Immediate Staff Response

JF 05/05.05 Procedure: Forced Entry Briefing

JF 05/05.06 Procedure: Forced Cell Entry Tactics

JF 05/05.07 Procedure: After Entry Assessment and Inventory

JF 05/05.08 Procedure: Secure Area Medical Exam

JF 05/05.09 Procedure: Team Debriefing

JF 05/06.00 USE OF RESTRAINTS

JF 05/06.01 Policy

JF 05/06.02 Rationale

JF 05/06.03 Procedure: Use and Application of Restraints

JF 05/07.00 RESTRAINT CHAIR

JF 05/07.01 Policy

JF 05/07.02 Rationale

JF 05/07.03 Procedure: Use of Restraint Chair

JF 05/07.04 Procedure: Documentation of Restraint Chair Use

JF 05/08.00 USE OF FORCE/RESTRAINT DOCUMENTATION

JF 05/08.01 Policy

JF 05/08.02 Rationale

JF 05/08.03 Procedure: Written Reports

JF 05/08.04 Procedure: Reports for the Use of Less-Lethal Weapons

JF 05/08.05 Procedure: Reports Force Cell Entry

JF 05/08.06 Procedure: Distribution of Reports

JF 05/01.00 **GENERAL**

JF 05/01.01 **Purpose**

The purpose of this chapter is to provide policy, procedures, and requirements for the application of reactive and planned less-lethal force, to include diversion devices, low-lethality kinetic impact weapons, chemical, and aerosol munitions and sprays.

JF 05/01.02 **Cross References**

JB 05 - Dress and Uniform Standards
JB 17 - Blood Borne Pathogens
JD 02 - Inmate Classification
JD 06 - Inmate Disciplinary
JF 13 - Special Action Team
JF 14 - Special Intensive Management

WCSO 3-1-00.00 thru 3-1-06.02 - Use of Force

JF 05/01.03 **Definitions**

aerosol defensive products	Aerosol delivered Oleoresin Capsicum spray
ammunition	for the purpose of this policy, cartridges that when fired expel a low-lethality projectile
ASP	for the purpose of this policy, 21 / 26 -inch expandable baton
BATF	Bureau of Alcohol Tobacco and Firearms ¹
baton	for the purpose of this chapter, a 26" long straight, non-collapsing wooden police nightstick, without balled ends, which may be used as an impact tool
Body Guard Restraint	a restraint device which is intended to immobilize the lower body and prevent an offender from using his/her legs or feet to strike or kick, while allowing the offender to remain in a seated, upright or standing position
center of mass	the part of the human body that represents the largest target area for the application of force
Certified Instructor	for the purpose of this chapter, a "certified instructor" shall be

¹ Definitions- "ASP" changed from 21 inch to 21 / 26 -inch expandable baton.

	current WCSO, WCCF, or other law enforcement member(s) who have attended a formalized instructor training course through Law Enforcement and/or through a factory or manufacturer certification course, any Utah State POST-approved Instructors' Course, or any individual recognized as an "expert" in the course subject matter or content
chemical weapons	weapons that discharge a chemical aerosol, powder, or gas that is intended to distract and disable an individual without causing permanent injury
CN	Chloroacetophenone; a less-lethal chemical lacrimator and respiratory irritant; exposure causes uncontrollable tearing of the eyes difficulty breathing and a distinct painful stinging of the skin
contaminated area	any location which has bodily fluids or caustic chemicals present
correctional officer	an officer who has completed POST certified correctional officer training through the Corrections academy or who has been accredited through a "grandfather" provision, and who by Utah State Statute has peace officer authority while on duty
CS	Chlorobenzylidene malononitrile; a less-lethal chemical lacrimator commonly referred to as "tear gas"; exposure causes uncontrolled tearing of the eyes, irritation to the mucus membranes, persistent coughing, nausea and vomiting
department issued weapon	any weapon issued by an authorized WCCF representative to an officer to be routinely carried during a tour of duty or during emergent events
distraction device	any device used to cause a diversion through sound light or other means
exigent	for the purpose of this policy, the terms <i>exigent</i> , <i>exigence</i> , and <i>exigent circumstances</i> shall mean any event or circumstance in which an objective and reasonable officer in the same circumstances would believe that an action of force or violence is clearly necessary to resolve an immediate threat and also believes that any delay of this action would result in the serious bodily injury or death of another person
fighting inmate	an inmate who is either physically resisting, struggling, scuffling, hitting, or kicking

forced entry control officer	a jail staff member who, during a forced entry situation, acts as the spokesman, maintains team control, monitors and documents a forced cell entry, but normally does not physically participate in the application of force
less-lethal force	force that when applied has reduced or little probability of causing serious bodily injury or death
less-lethal weapon	projectiles or chemical agents designed to stun, control, temporarily incapacitate, or cause discomfort with little probability of causing serious bodily injury or death
necessary force	the least amount of force needed to accomplish a lawful and intended purpose
OC	Oleoresin Capsicum; a non-lethal agent that causes no permanent injury; usually a derivative of the cayenne pepper plant, most often contained in an aerosol spray, powdered capsule or grenade
OIC	Officer-In-Charge
OS	Operations Sergeant
planned use of force	force used after planning and organizing a set of tactical and strategic goals to accomplish a lawful and intended purpose
POST	Peace Officers Standards and Training; a state agency which oversees the training and certification of law enforcement and corrections officers
protective equipment	special clothing or equipment worn for protection from assault, infectious fluids, or caustic chemicals
reactionary force	force used as an immediate response to a threat in order to gain control, and accomplish a lawful and intended purpose
required	for the purpose of this policy, shall be a mandatory element in completing or resolving any act or action
SAT	Special Action Team
serious bodily injury	bodily injury that creates or causes the permanent disfigurement, protracted loss, or impairment of any body member or organ, or creates a substantial risk of death

show of force	a demonstrated effort with intent to use force by a directed movement or overt action, with or without weapons or tools, towards an inmate or suspect
significant exposure	contact of broken skin or mucous membrane with another's blood or bodily fluids, other than tears or perspiration, or a skin puncture with a needle, or other instrument
stingball grenade	a low-lethality explosive device, constructed of a thin rubber body, housing marble size soft rubber balls. Stingball grenades may also deploy a chemical irritant such as OC, CS, or CN upon detonation
strikes	blows administered with hands or fists
take down	for the purpose of this policy, take down indicates a controlled motion in which a staff member engaged in the use of force takes an offender off his/her feet and brings that offender to the floor or ground in a single, rapid movement
Taser	for the purpose of this policy, the M-26 Advanced Taser System
WCCF	Weber County Correctional Facility

JF 05/02.00 **BASIC GUIDELINES FOR USE OF FORCE**

JF 05/02.01 **Policy**

It is the policy of the Weber County Correctional Facility that:

- A. Jail staff, or other authorized members of law enforcement, may use *Reactionary Force*, if they reasonably believe that force is necessary to:
 - 1. prevent or *stop an immediate threat* of attacks by inmates on other inmates, jail staff, visitors, or other persons;
 - 2. prevent or *stop an immediate threat* of escapes or attempts to escape;
 - 3. prevent or *stop an immediate threat* of self-destructive behavior or self-inflicted inmate injuries;
 - 4. further any other lawful or legitimate correctional goal;
- B. Jail staff, or other authorized members of law enforcement, acting under the direction of the WCCF Chief Deputy/designee or as part of a multi-agency unified command during emergent events, may use *Planned Force*, if they reasonably believe that force is necessary to:
 - 1. prevent inmates from destroying County property;
 - 2. prevent or stop any event deemed to present a threat to the normal operating functions of the WCCF, such as:
 - a. barricaded cell/forced cell extraction;
 - b. forced movement of offenders;
 - c. barricaded common area, inmate disturbance/riot control;
 - d. preventing the persistent continuation of a health hazard or potential health hazard which may jeopardize the management of the jail;
- C. during events in which there is not a perceived “immediate” threat to the safety of inmates, staff, or the security of the facility, a Planned use of force is preferred;
- D. force shall be used to control and shall not be used to punish;

- E. only weapons issued or authorized by the WCCF shall be used in the application of force;
- F. all incidents involving the use of force shall be documented by the officers involved and the OIC for review and record keeping purposes.

JF 05/02.02 **Rationale**

- A. It is in the best interest of the public and the WCCF to establish guidelines which aid members in understanding and employing methods of force and to help standardize and make consistent optional responses.
- B. Because the WCCF recognizes and respects the value of human life, investing officers with the lawful authority to use force to maintain the security of the facility and protect the public requires a careful balancing of all human interests.
- C. Because a small outbreak of violence can rapidly spread within the confines of a jail, an authorized continuum of force to allow for a Reactionary Use of Force in which there is a perceived immediate threat to the safety of inmates and staff, or to the security of the WCCF, is required.
- D. Some events may require the application of force by staff in order to be resolved. However, due to the secure nature of the WCCF, it is assumed that jail staff have the ability to contain and isolate non-compliant or fighting offenders until such a time that a controlled and Planned Use of Force can be implemented.
- E. As part of balancing human interest, these responses are aimed at reducing, as much as possible, the risk to life and the damage to property.

JF 05/02.03 **Procedure: Action Based on Reasonable Understanding of the Situation**

- A. It is recognized that each situation has its own peculiarities, and therefore, when reacting to an incident, a reasoned response, fitted to the unique requirements of the situation, shall be required.
- B. Members shall assess each situation in order to determine what level of force is required to effectively resolve the situation.
- C. In all situations, members shall use only that level of force that is reasonable and necessary to quickly and effectively resolve an incident.

JF 05/02.04 **Procedure: Use of Force Continuum**

- A. The Corrections Division Chief Deputy/ Designee shall determine the weapons and tactics authorized for use by the Corrections division, to include but not limited to:
1. officers mere presence/Show of Force;
 2. verbal direction (i.e., disruptive or non-compliant inmates shall be given a warning and the opportunity to cooperate prior to the use of force);
 3. hands on, soft response to include but not limited to:
 - a. ACT control holds;
 - b. hand cuffing/speed cuffing tactics;
 4. hands on, hard response to include but not limited to:
 - a. open and closed hand strikes;
 - b. kicks;
 - c. take downs;
 5. less-lethal weapons, soft response to include but not limited to:
 - a. chemical devices – oleoresin capsicum aerosol O.C.;
 - b. O.C. capsule launching devices – Pepper Ball Guns;
 - c. electronic Taser/stun guns;
 6. less-lethal weapons, hard response to include but not limited to:
 - a. straight, ASP, or PR-24 type batons;
 - b. impact munitions:
 - 1) 12 ga 37/40mm beanbag/sting bag;
 - 2) 12 ga 37/40mm rubber pellet munitions;
 - c. pyrotechnic diversionary/stun devices:
 - 1) flash bang grenades;

- 2) sting ball grenades;
 - 3) chemical releasing munitions/grenades;
 - d. K-9; and
- 8. Lethal Force (WCSO 3-1-00.00)
- B. Once compliance of an offender starts, the escalation of force used by staff shall stop.

JF 05/03.00 **USE OF LESS-LETHAL FORCE/ TACTICS AND WEAPONS**

JF 05/03.01 **Policy**

It is the policy of the WCCF that:

- A. less-lethal munitions and devices shall be deployed for approved purposes by certified staff members at the direction of the Chief Deputy/designee;
- B. offenders within the secure perimeter of the WCCF who have been placed into properly applied restraints, as defined in this policy, present a significantly reduced threat to the immediate safety of staff or others, and that an assumption of control of a properly restrained individual would be made by an objective and reasonable officer;
- C. when time permits, inmates shall be given verbal warning and instruction prior to the use of force;
- D. whenever possible, medical personnel should be called on site prior to the use of non-lethal weapons, chemical agents, or other planned use of force;
- E. use of less-lethal force or weapons should be video filmed when video equipment is available; and
- F. staff authorized to use less-lethal weapons shall use a two-man system when issuing and receiving less-lethal weapons; and both the issuing and receiving officer shall physically inspect and verify that the weapon is in fact the intended less-lethal weapon or round, in which both officers shall be required to verbalize their findings to each other;
- G. jail staff authorized to use less-lethal weapons shall be limited to those who are trained in their use; and
- H. all offenders directly involved in a use of force shall be assessed by the on-duty medical staff member or other EMS staff member as soon as staff can reasonably provide medical services.

JF 05/03.02 **Rationale**

- A. Due to the potentially violent nature of prisoners, situations may arise in which WCCF staff members must use force to protect the safety of an individual or maintain the security of the facility.
- B. Providing a variety of force options enable staff to respond to emergent situations in a more efficient and safe manner using the least amount of force necessary.

JF 05/03.03 **Procedure: Strikes and Kicks**

- A. Strikes may be used in order to assist officers in bringing a fighting inmate under control when:
 - 1. a subject is threatening to himself, an officer, or another person with physical force, and other means of controlling the subject are unreasonable or would cause injury to the officer(s), the subject(s), or others; or
 - 2. when other means of lesser or equal force have been ineffective and the threat still exists to the officer(s), the subject(s), or others.
- B. Only the type and number of strikes or kicks intended to distract, temporarily disable and allow the offender to be brought under control shall be used.
- C. Strikes or kicks shall not be used to intentionally inflict wanton and unnecessary pain or injury.
- D. Staff shall not intentionally strike a properly restrained offender, except as required by exigent circumstances.
- E. Staff shall not intentionally strike or kick, except as required by exigent circumstances, the:
 - 1. head, throat/neck;
 - 2. back/spine; or
 - 3. genital area.

JF 05/03.04 **Procedure: Use of O.C. Aerosol**

- A. The use of O.C. aerosol may be authorized when:
 - 1. a subject is threatening himself, an officer, or another person with physical force and other means of controlling the subject are unreasonable or could cause injury to the officer(s), the subject(s), or others;
 - 2. in cases which the officer or other subject factors indicate the officer(s), offender(s), or others would be endangered by the use of physical force; or
 - 3. other means of lesser or equal force have been ineffective and the threat still exists to the officer(s), the subject(s), or others.

- B. Staff shall deploy a aerosol defensive product (Oleoresin Capsicum) by aiming and spraying at the perpetrator's face/forehead.
- C. When an offender has been controlled by deployment of O.C., staff shall move to a secure area and decontaminate the individual by:
 - 1. flushing the contaminated areas with copious amounts of cold water if the individual cooperates;
 - 2. exposing the individual to fresh air if possible; and
 - 3. if treatment is requested by the medical officer and/or after 30 minutes the individual does not feel any relief, the individual shall begin to be escorted to a medical room for treatment.
- D. If an individual refuses to cooperate the individual shall not be forcibly decontaminated.

JF 05/03.05 **Procedure: Use of Taser**

- A. The use of the Taser may be authorized when:
 - 1. a subject is threatening himself, an officer, or another person with physical force and other means of controlling the subject are unreasonable or could cause injury to the officer(s), the subject(s) or others;
 - 2. in cases which the officer or subject factors indicate the officer(s), offender(s), or others would be endangered by the use of physical force;
 - 3. other means of lesser or equal force have been ineffective and the threat still exists to the officer(s), subject(s), or others.
- B. Center mass of the body should be the target area when firing a Taser, particularly the center mass of the back, as clothing tends to be tighter on this part of the body.
 - 1. Staff encountering subjects wearing heavy or loose clothing or who have placed items to "armor" the upper body should consider targeting the legs.
 - 2. The head and face shall not be intentionally targeted unless required by exigent circumstances.

- C. The Taser has an effective range of 13 feet with a 15-foot cartridge and 19 feet with a 21-foot cartridge. Ranges under three feet may not provide adequate distribution of the probes to allow the unit to function to its full effectiveness. *Firing the Taser at a subject at a range closer than three feet is not dangerous to the subject, however.*
- D. The Taser has the ability to ignite flammable liquids. It will not be deployed at subjects who have come in contact with flammable materials, or in environments where flammable materials are obviously present.
- E. Once an offender has been controlled by the use of a Taser, and is no longer perceived to be a threat, the officer in control of the weapon shall immediately turn off the Taser. Staff shall then:
 - 1. move the restrained inmate to a secure location;
 - 2. call on-duty medical staff to remove the Taser probes; and
 - 3. request medical staff to assess the offender for any injuries.
- F. Staff should not remove the Taser probes without direct permission or direction from a competent medical staff member.

JF 05/03.06 **Procedure: Use of Pepper Ball OC Launcher**

- A. The use of a pepper ball OC launcher may be authorized when:
 - 1. a subject is threatening himself, an officer, or another person with physical force and other means of controlling the subject are unreasonable or could cause injury to the officer(s), the subject(s) or others;
 - 2. in cases which the officer or subject factors indicate the officer(s), offender(s), or others would be endangered by the use of physical force;
 - 3. other means of lesser or equal force have been ineffective and the threat still exists to the officer(s), subject(s), or others.
- B. Staff shall deploy a pepper ball OC launcher by aiming and firing at the individual.
 - 1. The primary target areas are the:
 - a. center of mass;

- b. hands/arms;
 - 2. Secondary target areas may be fired at if the individual is unresponsive to the impact on primary target areas and the officer reasonably believes that the individual will submit to officers' control by targeting the:
 - a. lower legs; and
 - b. genital area.
- C. When using a pepper ball OC launcher staff shall not intentionally strike except as required by exigent circumstances the head, throat, or neck of any individual.
- D. Once controlled, the person affected by the launcher shall be decontaminated as outlined in this chapter.

JF 05/03.07 **Procedure: Use of Batons**

- A. Straight, expandible, and PR24 batons may be used, when authorized to do so, by jail staff who are appropriately certified.
- B. Use of batons by staff shall always be defensive.
- C. Staff may use the baton to subdue a suspect in those situations where other means of control have not worked or would be tactically inappropriate.
 - 1. The baton should be used to deflect an aggressor's blows or kicks, giving the offender the opportunity to desist from aggressive behavior.
 - 2. The baton may be used to strike or jab the offender below the neck in a manner intended to temporarily disable and gain control over the offender.
 - 3. The primary target areas are the:
 - a. lower legs;
 - b. hands/arms; and
 - c. center of mass.
- D. When using a baton, staff shall not intentionally strike, except as required by exigent circumstances, the:

1. head, throat/neck;
2. back/spine; or
3. genital area.

E. Flashlights, kel-lights, and other objects should not be used as batons.

JF 05/03.08 **Procedure: Use of Less-Lethal Impact Munitions**

- A. Less-Lethal Impact Munitions shall only be deployed by certified staff to subdue a suspect only in situations in which:
1. other means of control have not worked, or have been considered to be tactically inappropriate; and
 2. staff, inmates, or other persons are threatened with physical force and the application of impact munitions may reduce the risk of death or injury to staff, inmates, or other persons, or to prevent damage or destruction to facility property; or
 3. the size or demeanor of the aggressor indicates that the staff, inmates, and/or other persons would be endangered by a lesser use of force to control the situation.
- B. Impact munitions should:
1. be 12 ga or 37/40 mm standard flexible baton(beanbag), rubber multi-round, foam multi-baton round ammunition, or any other ammunition proven to be adequate for less-lethal use through approved testing and evaluation; and
 2. have an operational range of 10 to 100 feet.
- C. The primary target areas for application are the:
1. shoulders/arms;
 2. thighs/lower legs;
 3. shoulder blades from the rear; and
 4. buttock.
- D. Except as authorized by exigent circumstances, munitions should not intentionally be fired at the:

1. head/neck;
 2. back/spine; or
 3. genital area.
- E. Less-lethal weapons should not be used against any person who is known to be a member of the following categories, unless a justified action is necessary to eliminate the threat of death or serious injury and mass destruction of property:
1. pregnant females; or
 2. individuals with obvious neuromuscular disease.
- F. Once impact munitions have been deployed and have subdued an offender, staff shall:
1. place the inmate in a secure holding location;
 2. have facility medical staff examine the inmate.

JF 05/03.09 **Procedure: Use of Chemical Agents and Munitions CS/CN**

- A. The use of CS/CN may be authorized when, in conditions amounting to a disturbance of multiple offenders:
1. staff is threatened with physical force and the application of CS/CN may reduce the risk of death or injury to staff or other persons;
 2. preventing escape; or
 3. limiting damage to State/County Property.
- B. Staff shall deploy chemical agents CS/CN by firearm launched or hand thrown munitions .
- C. When an offender has been controlled by deployment of chemical agents, staff shall move to a secure area and decontaminate the inmate by:
1. flushing the contaminated areas with copious amounts of cold water.
 2. exposing the inmate to fresh air if possible; and
 3. if treatment is requested by the medical officer and/or after 30 minutes

the inmate does not feel any relief the inmate shall begin to be escorted to a medical room for treatment.

- D. If an inmate refuses to cooperate the inmate shall not be forcibly decontaminated.
- E. Low-lethality chemical weapons should not be used against any person who is known to be a member of the following categories unless a justified action is necessary to eliminate the threat of death or serious injury and mass destruction of property:
 - 1. children;
 - 2. pregnant females; or
 - 3. individuals with obvious neuromuscular disease.

JF 05/03.10 **Procedure: Use of CS/CN Inside the WCCF**

- A. The use of CS/CN within the secured perimeter of the WCCF shall only be authorized by the Sheriff/Corrections Division Chief Deputy when circumstances outlined in this chapter are met and conditions amounting to a riot may:
 - 1. cause a significant breach of facility security;
 - 2. pose a risk of staff, inmates, or other persons coming under the control of rioting inmates;
 - 3. cause portions of the facility, or the facility as a whole, to come under the control of rioting inmates.
- B. Due to the pervasive nature of CS/CN, and difficulty in decontamination after their use, any indoor area where these chemicals are used may become uninhabitable for an indeterminate amount of time, and may require the evacuation of uninvolved inmate populations. Authorizing administrators should take into account factors involved in deploying these chemical weapons inside a jail facility before authorizing their use.
- C. Prior to use of CS/CN within any area of the WCCF, staff shall complete pre-planning, to include the formulation of incapacitating and lethal doses of the agent in the area where these agents may be deployed.
- D. Any area in which chemical agents are deployed shall be evacuated and decontaminated as soon as is safely possible. Areas shall not be occupied by inmate populations until decontamination can be completed, and the area is

inspected by the Division Chief Deputy/designee and deemed fit for use.

JF 05/03.11 **Procedure: Misuse of Less-Lethal Weapons/ Use of Non Issued Weapons**

- A. Any intentional or negligent use of Less Lethal weapons contrary to training or policy may result in:
 - 1. the revocation of the Staff Member's weapons certifications;
 - 2. disciplinary action, to include reprimand or termination;
 - 3. criminal; and/or
 - 4. civil litigation.
- B. Non-Issued Weapons
 - 1. Sap gloves, saps, black-jacks and other non-issued weapons shall not be carried or used by jail staff.
 - 2. Weapons not authorized by the Weber County Sheriff shall not be used.

JF 05/04.00 **LESS-LETHAL WEAPONS CERTIFICATION AND TRAINING**

JF 05/04.01 **Policy**

It is the policy of the WCCF that:

- A. WCCF staff shall pass a training course for each non-lethal weapon prior to issuance.
- B. Training shall be approved and documented by the Training Bureau.
- C. Training shall be provided by certified instructors.
- D. Authorized staff shall be required to re-certify as required.
- E. Failure to maintain required re-certification shall require a repeat of the initial certification course.

JF 05/04.02 **Rationale**

- A. Training is paramount regarding the safe and professional use of weapons and chemical agents while conducting law enforcement functions.
- B. Special care is needed regarding the selection of officers who participate in duties that may require the use of Less-Lethal weapons and chemical agents.

JF 05/04.03 **Procedure: O.C. Certification and Training**

- A. O.C. certification shall require an initial 4-hour course and exposure conducted by a certified instructor.
- B. The WCCF shall also require a 2-hour annual re-certification course conducted by a certified instructor.
- C. Officers should be encouraged to be exposed to chemical agents while re-certifying.

JF 05/04.04 **Procedure: Baton Certification and Training**

- A. **Straight Baton**
 - 1. Straight Baton certification shall be conducted by a certified instructor.
 - 2. The WCCF shall require an annual 4-hour re-certification course conducted by a certified instructor.

B. PR24 Baton

PR24 certification is the Monadnock standard, conducted by a certified instructor.

JF 05/04.05 **Procedure: Chemical Munitions Certification and Training**

- A. Chemical Agent certification shall require an initial certification course and exposure to CS or CN agents by a certified instructor.
- B. The WCCF shall also require an annual re-certification course conducted by a certified instructor.
 - 1. Certification should include deploying munitions to be certified on.
 - 2. Officers should be encouraged to be exposed to chemical agents while re-certifying.

JF 05/04.06 **Procedure: Impact Munition Certification and Training**

- A. Impact Munition certification shall require an initial certification course conducted by a certified instructor.
- B. The WCCF shall require an annual re-certification conducted by a certified instructor.
- C. Certification shall include firing a minimum of five rounds of the weapon and munition to be certified on.

JF 05/05.00 **FORCE CELL PROCEDURES/SAT**

JF 05/05.01 **Policy**

It is the policy of the WCCF that:

- A. forced cell entries shall be performed by WCCF SAT unless:
 - 1. they are not available; or
 - 2. the situation requires an immediate response and there is no time to wait for assistance;
- B. the WCCF Division Chief/designee may authorize the use force he believes is reasonable to gain immediate control in a life-threatening or riot situation;
- C. during force cell entries, Special Action Team members may use Less-Lethal weapons and restraining devices appropriate to the situation;
- D. all forced entries shall be documented in a written report;
- E. forced cell entries shall be video-filmed in their entirety when working equipment is available; and
- F. inmates who need to be forcibly removed from their cell shall be detained in another cell or secure holding area until the operation is complete.

JF 05/05.02 **Rationale**

- A. Situations often occur in a jail which require the use of force to protect persons, or property and to respond to disturbances, escapes, and physical non-compliance to the lawful orders of staff.
- B. Situations requiring the use of force may not always provide staff with adequate time to fully consider the benefits and drawbacks of all possible options.
- C. Comprehensive directives and training will help to ensure better preparation of staff to make rational judgements under circumstances which may require the use of force.
- D. Having staff specially trained in the tactics and procedures of forced cell/section entries provides facility supervisors the ability to resolve situations using the least amount of force necessary.

- E. Special care is necessary regarding the selection of officers to participate in SAT duties, as each officer is expected to perform at the highest levels of professionalism.

JF 05/05.03 **Procedure: Notification of SAT/Pre-Planning**

- A. When the WCCF Division Chief/Designee determines that the assistance of the SAT is needed for a forced entry, the SAT team leader shall be notified to call the team to duty.
- B. If possible, the inmate or inmates involved should be removed from the sight and sound of others not involved.
- C. Jail staff should pre-plan, and accommodations for the inmate should be arranged for prior to the arrival of the SAT. This should include but is not limited to:
 - 1. location the inmate shall be moved to; and
 - 2. determining if the inmate's cell needs to be searched or the contents removed.
- D. Jail staff should also gather information in order to brief arriving team members of:
 - 1. the most recent facts surrounding the situation;
 - 2. steps already taken to resolve the situation;
 - 3. the inmate's past history of violence;
 - 4. any bodily fluids or other known hazards that may be present in the cell or housing section; and
 - 5. any pre-plan actions taken.

JF 05/05.04 **Procedure: Immediate Staff Response**

- A. If an inmate barricades himself in his cell or other room, or refuses any required movement such action shall be deemed a threat to:
 - 1. the safety of the inmate and/or staff;
 - 2. the safety, order, security and/or discipline of the jail; and/or
 - 3. the operational integrity of the jail.

- B. An immediate response without delay by jail staff may be appropriate when:
 - 1. an inmate is secured in a cell and is injuring another; or
 - 2. an inmate is in the common area of the section and is injuring another.
- C. An immediate response for an inmate who is secured in a cell and is injuring another may include:
 - 1. a forced cell entry by trained, equipped staff consistent with jail manpower requirements;
 - 2. the use of chemical agents;
 - 3. opening the cell door without entering the section to allow the inmate being injured an escape from the cell.

JF 05/05.05 **Procedure: Forced Entry Briefing**

- A. The Forced Entry Control Officer shall be the:
 - 1. supervisor-in-charge;
 - 2. squad leader assigned; or
 - 3. staff member assigned.
- B. The Forced Entry Control Officer shall be responsible for gathering available intelligence provided by the on-duty staff and conducting the pre-entry briefing, to includes designated officer assignments, including but not limited to:
 - 1. shield officer;
 - 2. two arm officers;
 - 3. two leg officers;
 - 4. video officer; and
 - 5. medical technician, if available;
- C. The Forced Entry Control Officer shall be responsible for the issue of required equipment to all entry team members, to include:
 - 1. helmet with face shield;

2. non-absorbent gloves;
3. soft body armor; and
4. uniforms as described in uniform policy.

D. The Forced Entry Control Officer shall be responsible for:

1. the issue of optional equipment or weapons and assigning officers for their use;
3. all known information about the situation to the entry team;
4. cell entry plan and tactics to be used; and
5. contingency plans, should the inmate/inmates comply without force.

JF 05/05.06 **Procedure: Forced Cell Entry Tactics**

A. Assembly and Verbal Warning

1. After briefing, the force cell team shall proceed in unison to the area of the disturbance.
2. When time permits, the forced entry control officer shall give or cause to be given to the inmate a verbally-ordered instruction and a warning prior to the use of force to:
 - a. discontinue any inappropriate behavior; and
 - b. comply with restraining instructions.
3. A verbal warning shall include notification that failure to comply with instructions shall cause the use of force against him.
4. A warning with instruction to non-involved inmates should include:
 - a. notification that force may be used; and
 - b. instruction to lessen the possibility of injury.
5. When immediate action is necessary without delay to stop or prevent injury to anyone, a show of force may satisfy the warning requirements.
6. No response and/or non-compliance to a warning and instruction shall

constitute justification for the use of force.

B. Entry Tactics

1. The basic tactic to subdue an unarmed, single inmate in a cell who has refused to be restrained should be as follows:
 - a. On command of the forced entry control officer the cell door is opened.
 - b. The shield officer rapidly enters the cell and pins the inmate against the floor or wall.
 - c. The assigned officers control and restrain the arms and legs of the inmate.
2. During entry, the forced entry control officer should not be physically involved in the use of force, and shall:
 - a. monitor the team performance;
 - b. verbally control the team, including the use of force;
 - c. ensure that medical attention is given once the scene is secure;
 - d. ensure that contaminated equipment and officer's clothing are handled correctly.
3. Tactics for dealing with single or multiple inmates in a cell or in a housing unit day room who may or may not be armed should only be restricted to the appropriate less-lethal weapons and modified entry tactics to include the use of additional entry teams.
4. The forced entry control officer shall verbally control the force used by the team.
5. The application of less-lethal weapons as authorized under the provisions of the chapter shall be ordered when applicable by the forced entry control officer.

C. Video Operation Officer

1. A member familiar with force cell and less-lethal weapons should do the video-filming.
2. Video filming of forced cell entry should include the:

- a. briefing sessions;
 - b. orders with warning;
 - c. forced cell entry;
 - d. inmate's move to another cell or holding area; and
 - e. arrival of medical officer to examine or aid any claimed medical injury.
3. Video filming of the use of less-lethal weapons should include:
- a. briefing sessions;
 - b. orders with warning;
 - c. use of less-lethal weapons;
 - d. inmate's move to another cell or holding area; and
 - e. decontamination of inmate if necessary; and
 - f. medical treatment provided.
4. A forced entry or other tactics shall not be delayed to locate video equipment not immediately available when an inmate is:
- a. attempting self-mutilation or harm; or
 - b. attacking another.
5. Forced cell entries should be video-filmed with only a single forced entry or single incident representing a single case, on each video cassette tape.
6. A video cassette recording the use of force or the use of less-lethal weapons to be used as evidence in a criminal or administrative report shall be placed into evidence.

JF 05/05.07 **Procedure: After Entry Assessment and Inventory**

- A. Once the entry control officer has determined that the scene is secured, and prior to leaving the housing unit, he shall ensure that:
- 1. inmates and staff involved are examined by medical staff for injuries.

2. members check equipment for:
 - a. damage;
 - b. loss; or
 - c. contamination by bodily fluids.
- B. Once all equipment has been inventoried and accounted for, SAT shall escort the inmate to a designated holding or housing area.

JF 05/05.08 **Procedure: Secure Area Medical Exam**

- A. Once the team has moved and secured the inmate, entry team members shall do a visual skin search to locate any unprotected areas of broken skin.
- B. Medical personnel shall perform a thorough examination of the inmate with particular emphasis on injuries that may occur when an individual falls from a standing position.
- C. If the inmate refuses to comply, he shall not be forced to submit to the exam and his refusal shall be documented.
- D. More serious injuries as determined by staff and injured civilians or those who claim injury, who are under arrest shall be taken to a community medical facility.

JF 05/05.09 **Procedure: Team Debriefing**

- A. When the situation has been controlled, officers involved in the force cell entry shall reassemble to debrief.
- B. The Force Cell Control officer shall conduct the debriefing session to include:
 1. a summary of the event;
 2. problems or lack of problems encountered during the event;
 3. injuries sustained to the inmate or team members;
 4. on-site treatment or need to transport for injuries;
 5. listing of equipment or jail property damaged during the event.

JF 05/06.00 **USE OF RESTRAINTS**

JF 05/06.01 **Policy**

It is the policy of the Weber County Correctional Facility that:

- A. restraints shall be used to prevent, manage or control violent behavior in a safe manner and not as a punishment;
- B. restraints shall be used to secure prisoners:
 - 1. during transport to and from the jail;
 - 2. during the pre-admission phase of the booking process;
 - 3. to prevent suicide, self-inflicted injury, injury to others, or damage to WCCF property;
- C. the use of plastic restraints should be temporary in nature and plastic restraints should be replaced with hard metal restraints as soon as reasonably possible;
- D. there shall be no specific requirement concerning the length of time a prisoner may be confined in restraints; however, it is contrary to policy to:
 - 1. cause unnecessary delay in releasing a prisoner beyond the time required to meet the purpose of the restraint; or
 - 2. to release a prisoner prematurely when the prisoners self control does not appear adequate to ensure his safety of the safety of others.
- E. during extended periods of restraint, the prisoner should be permitted to use toilet facilities and to flex or stretch muscles;
- F. staff shall maintain a separate log documenting the checks of a prisoner during extended periods of restraint;
- G. any use of the restraint chair shall be documented in a report and an After Incident Review shall be completed by the Shift OIC.

JF 05/06.02 **Rationale**

- A. Restraints and the restraint chair are capable of controlling the violent prisoner while reasonably ensuring the prisoner's safety by:
 - 1. restricting violent movements;

2. preventing the prisoner from hitting his head on the floor, walls, or other surfaces;
 3. confining a prisoner to a stable fixture.
- B. Restraints aid in reducing the staff intensity and effort needed to control and monitor the prisoner by allowing staff to move and handle the prisoner with diminished risk of harm to the officer, prisoner, or other persons.
- C. Setting arbitrary time constraints could result in:
1. unnecessary delays in releasing the prisoner, because the clock rather than discretion based on observation guides the decision making; or
 2. releasing the prisoner prematurely just to stay within time guidelines.

JF 05/06.03 **Procedure: Use and Application of Restraints**

- A. The decision to use restraints should be made by the Operations Sergeant, but may be made by any Staff Member if they feel the restraint is immediately necessary to protect the safety or security of any individual or the WCCF.
- B. Modification to proper restraint application may be made with the approval of the on-duty OIC, or for any obvious medical need or legitimate order.
- C. Hand and Leg Restraints
1. Inmates are routinely restrained by their hands and legs with metal or plastic restraints. In order to properly apply restraints, staff shall:
 - a. place the individual's hands behind his back;
 - b. ensure the palms of both hands are facing outward;
 - c. ensure contact between the restraint and wrist/ankle;
 - d. apply firm pressure forward on the restraint, causing it to swing at the hinge across the wrist/ankle;
 - e. not slap or strike the wrist/ankles of the individual with the restraints as a means of causing the restraint to swing at the hinge; and
 - f. use a waist chain when applying hand restraints to the front of an individual.

2. Once restraints have been applied, staff shall:
 - a. ensure that the restraints are not overly tight or loose;
 - b. ensure that the restraints are positioned in a manner which would reduce the ability of an offender to access or manipulate the restraint's key holes or mechanisms; and
 - c. double-lock hand cuffs and shackles.

B. Body Guard Restraint

A Body Guard Restraint may be used for the control and safe transportation of a resisting or out-of-control inmate.

C. Pillowcase

A clean jail-issue pillowcase may be used to put over a restrained inmate's head when:

1. the inmate has a history of spitting at officers;
2. the inmate makes threatening sounds or mouth motions that he is preparing to spit; or
3. the inmate verbally threatens to spit.

D. Restraint Chair

1. Use of the restraint chair may be authorized in situations in which:
 - a. staff members believe that a prisoners actions can not be controlled with out the use of restraints; and
 - b. staff members believe the restraint chair offers less risk of injury to the inmate or staff than other available options.
2. If the prisoner is secured in the Restraint Chair for more than one hour, the metal handcuffs should be removed in favor of the soft restraint cuffs.
3. If the prisoner is restrained in the chair for more than two hours, his legs should be freed one at a time each hour to briefly stretch and flex muscles.

JF 05/07.00 **RESTRAINT CHAIR**

JF 05/07.01 **Policy**

It is the policy of the Weber County Correctional Facility that the restraint chair may be utilized when needed:

- A. to prevent suicide or self-inflicted injury or an inmate;
- B. for mental health reasons;
- C. to prevent injury to the inmate, the WCCF, or other inmates;
- D. to manage behavior and not to punish; and
- E. consistent with provisions outlined in this section.

JF 05/07.02 **Rationale**

- A. See JF 14/02.02
- B. The restraint chair is capable of controlling the violent prisoner while:
 - 1. reasonably ensuring the prisoner's safety by:
 - a. restricting his violent movements with restraints;
 - b. preventing the prisoner from hitting his head on the floor, walls, or other surfaces;
 - c. confining him to a stable fixture;
 - d. reducing the potential for serious harm to the prisoner in controlling him;
 - 2. reducing the staff intensity of the effort to control and monitor the prisoner; and
 - 3. allowing staff to move and handle the prisoner with virtually no risk of harm to the officer, prisoner, or other persons.
- C. Virtually all of the prisoners who have to be secured to the restraint chair will be involved in a violent episode and will need to be secured by force.

JF 05/07.03 **Procedure: Use of Restraint Chair**

A **General**

1. If the use of the restraint chair becomes necessary to gain control of an inmate, staff shall take the necessary steps to restore and/or maintain order of a unit.
2. Force shall not exceed that reasonably required to get the prisoner into the chair.

B. **Function of Restraint Chair**

1. The restraint chair's only function is the restraint of violent prisoners, including those prisoners:
 - a. whose behavior or conduct indicates a serious risk of self-destructive acts;
 - b. whose behavior or conduct indicates a serious threat to the safety of others; or
 - c. who are engaged in damaging or attempting to damage the facility and who cannot be stopped without physical restraint.
2. Use of the restraining chair is appropriate for those situations in which:
 - a. staff members believe that the prisoner's dangerous or destructive actions cannot be controlled without use of force or restraint; and
 - b. staff members believe that the chair offers less risk or injury to the prisoner, staff, and/or others than other readily available options.
3. The decision to use the restraint chair:
 - a. shall be authorized by the Operations Sergeant; but
 - b. may be made at the line level if the supervisor is not immediately available.

C. Duration of Restraint Chair Use

1. The intended purpose of the restraining chair is to control violent behavior in a safe manner. Continuing to restrain the prisoner after it is obvious that self-control has been restored and the chair is not necessary does not further the stated purposes for the chair's use.
2. Setting arbitrary time constraints could result in:
 - a. unnecessary delays in releasing the prisoner, because the clock rather than discretion based on observation guides the decision making; or
 - b. releasing the prisoner prematurely just to stay within time guidelines.
3. There shall be no specific requirement concerning the length of time a prisoner may be confined in the restraint chair; however, it is contrary to policy:
 - a. to cause unnecessary delay in releasing the prisoner beyond the time required to meet the purposes of the restraint; or
 - b. to release the prisoner prematurely when the prisoner's self-control does not appear adequate to ensure his safety or the safety of others.
4. If the prisoner is secured in the restraining chair for more than one hour, the metal handcuffs should be removed in favor of the soft restraint cuffs.
5. During extended periods of restraint, the prisoner should be permitted to use toilet facilities and flex/stretch muscles. If the prisoner is restrained in the chair for more than two hours, his legs should be freed one at a time each hour to briefly stretch and flex muscles.

JF 05/07.04 **Procedure: Documentation of Restraint Chair Use**

- A. Incidents involving inmates being placed in the restraint chair shall be documented in an incident report and logged on the unit Post Log. Reports shall include:
1. who, what, where, when, how, why;
 2. reasons for placing an inmate in the restraint chair;

3. injuries, if any, and medical treatment, medication, etc., received;
 4. authorization for the use of the restraint chair; and
 5. any other pertinent information.
- B. An After Incident Review Sheet and supporting documentation concerning inmates placed in the restraint chair shall be distributed by the Operations Sergeant.
- C. Distribution of all reports by the OS/OIC prior to leaving shift shall include the:
1. WCCF Chief Deputy;
 2. Jail Commander;
 3. WCCF Operations Lieutenant;
 4. WCCF Medical staff (if appropriate);
 5. Operations Sergeant;
 6. appropriate Housing Unit Officer; and
 7. IPP Coordinator, if a State inmate.

JF 05/08.00 **USE OF FORCE /RESTRAINT DOCUMENTATION**

JF 05/08.01 **Policy**

It is the policy of the WCCF that all incidents involving the use of force shall be documented by the officers involved and the shift OIC for review by the Jail Commander/Designee.

JF 05/08.02 **Rationale**

- A. Events, actions, or other information which is not documented may result in greater difficulty in defending the proper use of force.
- B. Documentation is essential to preserve information necessary for criminal complaints, prosecution, disciplinary proceedings, and/or defense of civil litigation.

JF 05/08.03 **Procedure: Written Reports**

Reports concerning the use of force or restraints shall include but are not limited to:

- A. reasons for use of force;
- B. reason for degree of force used;
- C. other means used to attempt to control the suspect; and
- D. orders and warnings given with inmates response.

JF 05/08.04 **Procedure: Reports for the Use of Less-Lethal Weapons**

- A. A report documenting the use of a less-lethal weapon should include:
 - 1. the name of the authorizing administrator;
 - 2. the type of weapon used and its serial number if available;
 - 3. reasons for use of force;
 - 4. reason for degree of force used;
 - 5. the reason for choosing the weapon;
 - 6. other means used to attempt to control the suspect;
 - 7. orders and warnings given with inmates response;

8. target distance, when applicable;
9. the exact area of application;
10. any injuries;
11. medical examination;
12. attending medical personnel involved; and
13. whether the weapon was effective or if the situation required re-application.

- B. Any use of Less-Lethal distraction or stun munitions classified as type 20 or type 10 shall require additional documentation as required by BATF

JF 05/08.05 **Procedure: Reports Force Cell Entry**

Reports documenting force cell entry shall include but are not limited to:

- A. the name of the authorizing administrator;
- B. reasons for use of force;
- C. reason for degree of force used;
- D. other means used to attempt to control the suspect;
- E. orders and warning given with inmates response;
- F. any injuries;
- G. medical examination;
- H. attending medical personnel involved.

JF 05/08.06 **Procedure: Distribution of Reports**

- A. Reports shall be completed and submitted to the designated area prior to leaving shift.
- B. The primary involved officer shall also complete the WCCF Use of Force Documentation Form and submit it with the narrative report on the incident prior to the end of the shift.

- C. The OS/OIC shall collect all reports prior to leaving shift and complete an After Incident Report.
- D. Distribution of all reports by the OS/OIC prior to leaving shift shall include the:
 - 1. WCCF Chief Deputy;
 - 2. Jail Commander;
 - 3. WCCF Operations Lieutenant;
 - 4. Housing Unit Sergeant; and
 - 5. IPP Coordinator, if a State inmate.
- D. A copy of the After Incident Review and supporting documentation concerning inmates placed in a strip cell shall be given to the Medical Officer/designee by the Duty Sergeant.