
	Florida State University Police Department	
PRISONER TRANSPORT		
Revision Date: 09/05/17	General Order 720	Attachments: See Page 8
Rescinds/Amends: 11-29 (8/23/11), 10-17	Distribution: Department-Wide	CFA Reference: 21.01 – 21.08
	Pages: 8	

Policy.

Officers are responsible for the safety of themselves, arrested persons to be transported, and the general public. Officers shall ensure that arrested individuals are restrained and transported in accordance with this general order.

A. Restraining Devices

The decision whether or not to handcuff an arrested person is not governed by law or court guidelines. All persons placed under arrest by FSUPD personnel shall be handcuffed in accordance with CJSTC Standards. In all situations in which handcuffs are used, they shall be double locked with the hands cuffed behind the back of the arrested person(s). If extended transportation is necessary, restraining devices will be used in such a manner as to make the prisoner as comfortable as possible without lessening the officer’s control over the prisoner. Under no circumstances will a prisoner be handcuffed to a part of the transport vehicle.

B. Mentally Disturbed Prisoners

Mentally disturbed prisoners and prisoners who appear to be currently influenced by a controlled substance, may pose a significant threat to themselves and others.

1. Decisions regarding the type of restraining device will be at the officer’s discretion; however, the person being transported shall be restrained (handcuffed) for their own safety, the public’s safety and the officer’s safety.
2. Flex cuffs may be used in place of handcuffs when the latter are impractical due to a physical impairment of the prisoner or other circumstances.

C. Handicapped, Injured or Ill Prisoners [CFA 21.01 B.].

The transporting officer must use common sense in deciding upon the use of restraint devices. When the handicap is such that there is a minimal risk of escape or danger of injury to the prisoner or officer, restraining devices may be inappropriate.

1. In order to safely and securely transport sick, injured or disabled prisoners, officers must first determine the nature of the sickness, injury or handicap. All sick persons, except those with a contagious or highly communicable disease, shall be transported in normal fashion.

2. Injured persons shall not be transported by officers when injury renders the prisoner immobile. The officer shall request an ambulance or other emergency vehicle to transport the prisoner to the nearest medical facility. The officer shall remain with the prisoner in the emergency vehicle until arrival at the medical facility. Upon arrival at the medical facility, the procedures discussed subsequently in Section L. of this general order shall be followed.
3. Restraints on injured persons shall only be placed in areas unaffected by the injury.
4. When transporting wheelchair prisoners, the wheelchair shall be placed in the trunk of the transport vehicle after being searched. The disabled prisoner shall then be transported in the normal manner.

D. Violent or Aggressive Prisoners [CFA 21.01 D.].

For violent and aggressive prisoners, officers may control the prisoner using leg restraints in addition to handcuffs. Moreover, officers may use the necessary and reasonable amount of force required to control the prisoner as discussed throughout General Order titled, "Response to Resistance."

E. Search of Prisoners to Be Transported.

1. In most circumstances, it is preferable that male officers search male prisoners and female officers search female prisoners. However, if there is absence of either male or female officers to conduct a search, the officer responsible for initiating the arrest will conduct the search. In any event, the arresting officer (male or female) will conduct a search if there is reason to believe the prisoner possesses items capable of injuring himself/herself or others, or the officer believes that the prisoner possesses contraband/evidence that could be destroyed.
2. If it becomes necessary for a male officer to search a female prisoner, and time and circumstances permit, a female civilian employee shall be present to act as a witness. However, in no way will the officer compromise his/her safety or the safety of others.
3. All prisoners will be searched for weapons and contraband before being placed into a vehicle. Each officer who transports the prisoner will conduct a search of that person. Transporting officers should never assume that another officer has searched the prisoner. This requirement applies to all transports, including transfers from other officers or agencies [CFA 21.02].

F. Body Cavity Searches and Strip Searches:

1. Members of the Florida State University Police Department are prohibited from conducting body cavity searches. A member with probable cause that an arrestee has contraband concealed within a body cavity shall secure the prisoner firmly for transport to the Leon County Jail or, in the case of a medical emergency, a hospital. A body cavity search may only be conducted by medical personnel or jail staff.
2. Strip searches may only be conducted by Department personnel with written supervisory approval gained prior to the search. The approval must be based on probable cause, and the search must be conducted by an officer of the same gender as the person to be searched, on

premises where the search cannot be observed by persons not physically conducting or observing the search. All observers shall be the same gender as the person to be searched.

3. Any strip search performed or body cavity search requested shall be documented in the officer's incident report. Approved strip searches shall be documented on a Department form developed for that purpose.

G. Transport Vehicles.

1. Vehicles used to transport persons in custody should have the inside rear door handles and window crank handles (if installed) removed or otherwise disabled. Electrical door locks and window controls (if installed) should be disconnected.
2. The area of the vehicle used to transport persons in custody shall be separated from the front by a barrier that allows constant visual contact between the officer and the person in custody.
3. If the transport vehicle's rear seat allows access to the vehicle's trunk/storage space, a separate barrier shall be in place to protect the arrestee from flying debris in case of an accident. The barrier will also keep the prisoner from gaining access to the storage area of the vehicle should the seatbelt become disengaged.

H. Inspection and Search of Transporting Vehicles [CFA 21.03].

1. All officers will inspect Departmental vehicle(s) that shall be used for prisoner transport at the beginning of each shift and prior to the actual transportation of a prisoner. This ensures that assigned equipment is available and in working order. The officer should never assume the officer who had previously been assigned the vehicle searched the vehicle.
2. The transporting officer shall search the entire inside of the vehicle, looking under and behind seats (front and rear), under floor mats, in the creases between the top of the seat and the bottom, and the area around the rear window. All areas accessible to a prisoner shall be searched.
3. When conducting searches of the vehicle, the officer must be extremely careful. Prisoners can often hide or conceal items that can inflict injury, i.e. razor blades, needles, knives, etc. The officer should be aware of any evidence or contraband the prisoner may have been trying to conceal.
4. As soon as possible after the prisoner has been removed from the vehicle, it shall be searched again. Special attention shall be given to the area of the vehicle occupied by the prisoner.

I. Transport Procedure.

1. Prisoners shall be transported in such a manner so as to maximize their safety, safety of the public, and safety of the transporting officer. The prisoner should be transported as soon as possible after completion of necessary paperwork.

2. All prisoners being transported shall be handcuffed with their hands placed behind their back. If a medical problem or the prisoner's size precludes the use of single handcuffs, then the prisoner may be handcuffed with double handcuffs. In the alternative, the prisoner may be handcuffed with his or her hands in front of his or her torso, ***provided that a "belly chain" is utilized***. These "belly chains" are available from the shift supervisor. In addition, all prisoners shall be further secured with a seat belt and shoulder harness in the rear seat of the vehicle [CFA 21.04].
3. It is the transporting officer's legal obligation for the safety and custody of the prisoner. All prisoners will be searched each time the transporting officer has custody of them, including traveling to and from court. Refer to Section E of this general order for a more detailed discussion of prisoner searches.
4. If the prisoner to be transported is considered a security risk, the arresting officer shall so note on the arrest form and the transporting officer shall ensure that the facility assuming custody of the prisoner is made aware.
5. When transporting a single prisoner, he/she shall be placed in the rear seat and secured with a seatbelt and shoulder harness. The transporting officer should be able to see the head and shoulders of the prisoner through the rear view mirror.
6. When transporting more than one person, both subjects shall be placed in the rear seat and secured with seat belts.
7. No more than two properly handcuffed and secured prisoners should be transported in one vehicle.
8. Prisoners shall not be transported in the front seat of the vehicle.
9. When there are two officers transporting one prisoner, the officer not driving should watch the prisoner as much as possible.
10. Prisoners should be transported in a vehicle that has a safety barrier. When this is not possible, two (2) officers shall transport the prisoner. The second officer will sit in the rear of the vehicle with the prisoner. The officer's weapon should be on the opposite side from the prisoner.
11. Adult prisoners and juvenile prisoners shall not be transported in the same vehicle unless they are suspects in the same crime.
12. A second unit should be present when any prisoner-to-be is being handcuffed and searched. The second unit should follow the arresting officer to assist with the transitioning between the transport vehicle and FSUPD Booking. Should another unit already be present at FSUPD, the second unit need not follow the arresting officer to FSUPD. The unit already present at FSUPD shall assist with the transition.

J. Control of the Prisoner While Transporting

1. When transporting a prisoner, the officer should have visual contact at all times. Officers will not make unnecessary stops while transporting the prisoner from the point of arrest to the

booking/processing location and from the booking/processing location to the detention facility except as noted below [CFA 21.05].

- a. When an officer transporting a prisoner observes a situation where there is a risk to third parties that is life threatening, e.g. the officer observes a vehicle on fire with persons trapped inside, he/she shall take the appropriate action.
 - b. The risk to the prisoner must be minimal.
 - c. When stopping, the officer must be aware of any diversionary actions the prisoner, or anyone on his/her behalf, might take.
 - d. Other incidents observed while transporting a prisoner that are not considered life-threatening to a third party shall be reported to Communications. Communications shall dispatch other available units or notify the agency having jurisdiction to handle these incidents.
2. Prisoners shall not be allowed to communicate with other people while in transit. Any communication needed with attorneys or others on the prisoner's behalf should occur at the detention facility.

K. Transport of Prisoners of the Opposite Sex [CFA 21.01 A.].

1. When transporting a prisoner of either sex, the transporting officer shall notify Communications Section of the starting location, number of prisoners, prisoner's race, and sex, destination, starting and ending mileage.
2. Female and male prisoners shall not occupy the same vehicle without supervisory approval, unless arrested as a result of the same incident.

L. Security and Control of Prisoners Transported to Hospitals or Medical Facilities for Treatment, Examination or Admission [CFA 21.01 B. and 21.07].

Individuals transported to medical facilities for treatment or examination shall be prevented from coming into physical contact with persons other than those medically assigned to the case.

1. Officers shall not divulge information pertaining to the physical or legal status of the prisoner except to those medically assigned to the case.
2. Appropriate health and safety precautions shall be taken when transporting prisoners for medical purposes. These precautions may include wearing gloves and masks, as well as keeping the prisoner at a safe distance from uninvolved persons.
3. Officers shall maintain control over the prisoner's actions at all times. The prisoner shall be kept in restraints unless the attending physician requests they be removed for medical purposes, but only if the officer determines that it is safe to do so.

4. Officers shall remain with the prisoner unless the physician requests the officer stay clear. In such cases, officers shall maintain a close vigil immediately outside the restricted area.
5. Injured prisoners are the responsibility of the Department until the prisoner is admitted into the medical facility for an extended period.
 - a. Officers shall immediately notify the supervisor on duty of prisoners who are injured while in the officer's care.
 - b. If the injury can be treated within a reasonable short period of time, the officer shall remain with the prisoner. If the injury requires a prolonged stay at the medical facility, and the prisoner represents a threat to others e.g. is violent or is in custody for having committed a violent offense; officers from this Department shall assume security for the prisoner.
 - c. The officer having custody of the prisoner shall maintain custody until officially relieved.
6. If the circumstances are such that the transporting officer is to take the prisoner to the Leon County Detention Facility following treatment, the prisoner's condition shall be carefully recorded and supplemented in the appropriate report. Any directions from the physician regarding future treatment and/or medication shall be obtained in writing and signed by the attending physician. The prisoner shall be searched and restrained prior to being placed in the transport vehicle.

M. Upon Arrival at the Receiving Facility.

1. The transporting officer will secure all weapons, including guns, knives, impact weapons, and ammunition in the facility lock boxes or the trunk of the transport vehicle before entering a detention facility [CFA 21.08 A.].
2. The detention facility staff will remove the prisoner's handcuffs and other restraints once inside the detention facility [CFA 21.08 B.].
3. The transporting officer will deliver all proper documentation of the transfer, i.e. tickets, arrest affidavits or other court action forms, commitment papers, medical records, and personal property receipts, to the receiving deputy, correctional officer, or other facility officer at the detention facility. Also, if applicable, the transporting officer shall obtain the signature of the receiving deputy/correctional officer/facility officer on the pertinent document(s) upon the latter's receipt of the arrestee [CFA 21.08 C. and D.].
 - a. The jail will not accept prisoner property other than small, personal items, e.g., eyeglasses. Luggage and other bulky possessions shall be stored in accordance with standard Department procedures.
 - b. The transporting officer shall note any unusual prisoner activity or comments. Suicidal comments and escape threats shall be documented and detention staff notified. Any known illnesses or medication needs of the prisoner shall be brought to the attention of the detention facility personnel [CFA 21.08 E.].

N. Escape During lawful custody transport [CFA 21.06]

If a prisoner should escape during transport, the transporting officer will use the following procedure:

1. The officer will immediately notify the Communications Section that an escape has occurred and provide the location and any other pertinent information [CFA 21.06 A.].
2. Communications shall immediately notify the agency in whose jurisdiction the escaped occurred and facilitate contact between the transporting officer and that agency [CFA 21.06 A.].
3. The transporting officer will make all efforts to recapture the escaped person. The officer will coordinate all efforts with personnel from the applicable agency. Efforts to recapture the escapee shall include [CFA 21.06 C.]:
 - a. Pursuing the escapee, either in the vehicle or on foot, if no other prisoners or persons are in the vehicle.
 - b. Requesting other law enforcement officers, from the FSU PD or another agency, to set up a containment perimeter.
 - c. Using the reasonable and necessary force to recapture the escapee in accordance with the provisions of General titled, "Response to Resistance."
4. As soon as feasible after the escape, the transporting officer will meet with Department supervisors and advise them of the situation [CFA 21.06 A.].
5. The officer will complete a general incident report, providing a detailed account of the circumstances. The report should include, but not be limited to the following [CFA 21.06 B.]:
 - a. Time of escape;
 - b. Events that occurred from the time the transporting officer took custody until the time of the escape;
 - c. Comments made by the prisoner;
 - d. Method of escape;
 - e. Direction of travel;
 - f. Any action taken to recapture the prisoner, and notification of the agency having jurisdiction.

O. Transport of Juvenile Prisoners [CFA 21.01 C.].

The transportation of juvenile prisoners to JAC or a medical facility is discussed in detail in General Order titled "Juvenile Arrest and Custodial Procedures." With the exception of the specific

procedures applicable to juvenile arrestees as discussed in General Order titled, "Juvenile Arrest and Custodial Procedures," juvenile arrestees shall be restrained and transported in accordance with the provisions of this general order.

Glossary.

Strip Search – Per FSS 901.211, having an arrested person remove or arrange some or all of his or her clothing so as to permit a visual or manual inspection of the genitals, buttocks, anus, breasts (in the case of a female), or undergarments of such person.

Body Cavity Search – Close visual or manual inspection of a subject’s anus or, in the case of a female, vagina.

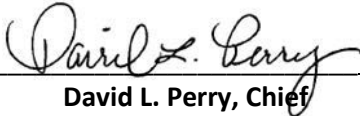
Restraining Devices - Equipment used to restrain the movement of the prisoner i.e. handcuffs, leg irons and flex cuffs.

Transport Vehicle - A vehicle used for transporting person(s) in custody from one point to another. This term does not include civilian vehicles that may be used for transportation of persons in custody such as buses, trains, or airplanes.

Indexing. This general order shall be indexed as follows:

- Prisoner, Escape
- Prisoner, Handicapped
- Prisoner, Juvenile-Transport
- Prisoner, Search
- Prisoner, Transport
- Prisoner, Transport-Documentation
- Prisoner, Transport-Opposite Sex
- Transport Vehicle, Prisoner
- Transport Vehicle, Prisoner-Search

Attachments. Authorization for Strip Search

MTC 09/01/17 Filed: General Order 720
Title: Prisoner Transport
Approved:  David L. Perry, Chief
Date: 09/01/17