

CITY OF ANDERSON POLICE DEPARTMENT

Anderson, South Carolina

DIRECTIVE TYPE General Order	EFFECTIVE DATE September 10, 2006	NUMBER 2016
SUBJECT Detention Center: Detainee Searches		
REVISED		
REFERENCE SCLEA 20.1.16	AMENDS/SUPERSEDES All Others	
DISTRIBUTION All Personnel	RE-EVALUATION DATE Annual	NO. PAGES 4

A. Policy

It is the policy of the City of Anderson Police Department to conduct searches of detainees in a manner consistent with maximizing officer safety and minimizing the threat of harm to officers and detainees.

B. Procedure

1. Booking Searches / Inventory Searches (SCLEA 20.1.16, b-1)
 - a. All prisoners will be searched at the time of booking.
 - (1) This search will take place even though a search was made prior to transportation to the jail facility.
 - b. During the booking process, prisoners will be searched by officers of the same sex.
 - (1) Exception
 - (a) When an issue of officer safety is at stake.
 - (b) When the on-duty supervisor instructs otherwise.

2. Strip Searches (SCLEA 20.1.16, b-3)

- a. There **MUST** be more than reasonable suspicion or prima facia probable cause to justify any type of strip or body cavity search.
- b. In the event there is factual evidence that warrants a search of this nature, the shift supervisor **WILL** be notified before the search is conducted.
- c. Strip searches may be conducted within the same sex shower unit of the detention facility.
- d. Strip searches may be conducted by a detention officer or certified police officer of the same sex.
- e. A second officer will post immediately nearby for security purposes.
- f. Any time a search of this nature is conducted the requesting officer will write a separate incident report stating the justification for the search.
- g. The Jail Administrator will follow up the incident report with a supplemental report verifying his/her approval of the search and why.
- h. This report will then be forwarded to the Chief of Police at the beginning of the next working day.

3. Body Cavity Searches (SCLEA 20.1.16, b-3)

- a. A body cavity search will be conducted only after a qualified judicial officer issues a valid search warrant for the person to be searched.
- b. A body cavity search of an individual will be conducted by qualified medical personnel at a medical facility and within the room designated by the medical personnel.

4. Property Inventory (SCLEA 20.1.16, b-2)

- a. It will be the responsibility of the booking officer to make an itemized list of all property taken from a detainee.
 - (1) This list will be included within the property/inventory section of the booking report.

- (a) This section will be initialed by the receiving detention officer and counted in the presence of the booking officer for verification.
- (2) Money that is taken from a prisoner will be noted within the property/inventory section on the booking report.
- (3) All items taken from detainees - including money, evidence, and contraband that is confiscated - must be listed on the inventory section of the booking report.
- (4) All prisoners will be requested to sign the booking report to verify the property that was taken.
 - (a) In the event a prisoner is combative, or simply refuses to sign, a notation of "refused to sign" will be written on the booking report and initialed by both the booking officer another member of the City of Anderson Police Department.
- (5) The clothing of prisoners will be secured in the clothing section of the intake section of the detention center and the detainee will be issued detention center clothing.
- (6) Upon release, the detainee will sign the booking report indicating that all listed items that they can legally possess have been returned, unless confiscated by members of the City of Anderson Police Department and so notated on the report with the printed and signed name of the officer who confiscated the item(s) and/or money.
- (7) The shoes of a suicidal or lethargic prisoner may be removed. If so, the shoes should be tied together by their laces.
 - (a) The description of the shoe that is removed will be notated on the booking report.
 - (b) The shoes will be placed to the right or left of the individual's cell unit door AND
 - (c) in a location that prevents the detainee from gaining their access.
- (8) The Jail Administrator may elect to issue instructions allowing detainees to keep small amounts of money in their possession along with paperwork particular to their incarceration.

- (a) If detainees pose a threat by possessing these items (such as a fire hazard, etc) or if detainees use the items for an unlawful purpose, any detention officer may confiscate the item(s) and report the particulars of the circumstances to the shift supervisor. The disposition of the removed items will be determined by the on-duty supervisor.

By order of:



Martin D. Brown, Chief of Police

9-7-2006
Date