

Jail Fire and Disaster Response

903.1 PURPOSE AND SCOPE

This policy provides guidance for response to a fire or natural disaster, which affects the operation of the San Leandro City Jail and evacuation of inmates housed within the facility.

In addition to this policy, the San Leandro Police Department shall maintain a Jail Procedure Manual for guidance in the operation of the Jail.

903.2 POLICY

The policy of the San Leandro Police Department, in response to a fire or natural disaster affecting the operation of the Jail, is to protect life and maintain the Jail security to the extent possible without endangering prisoners or Jail personnel.

903.3 INSPECTION

A member of the Jail personnel will be assigned to coordinate the inspection all fire extinguishers, smoke detectors and exit signs to see that they are charged and functioning properly. This information will be logged in accordance with the Jail Procedure Manual.

903.4 DUTIES

903.4.1 JAIL PERSONNEL

Anyone observing a fire or unexplained smoke, regardless of type or size, shall:

- (a) Immediately determine the extent of any injuries and/or damage to the facility.
- (b) Determine the extent and location of the fire and/or smoke.
- (c) For small fires, without smoke hazard, apply local fire suppression techniques using available fire extinguishers.
- (d) For larger fires with smoke hazards, begin evacuation of all inmates to the designated areas.

In the event of a natural disaster, ascertain the welfare of the inmates, administer emergency first aid if necessary, and evaluate the visual structural damage to the facility. Notify the Communications Center by radio or telephone of any injuries, obvious damage and stand by for further instructions.

903.4.2 COMMUNICATIONS

- (a) Notify the Alameda County Regional Emergency Communications Center (ACRECC) who will dispatch appropriate fire personnel.
- (b) Route all available units to the Jail for possible inmate evacuation.
- (c) Immediately notify the Station Supervisor.
- (d) Establish communications with the Jail facility.

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903.5 INMATE EVACUATION

Limited Endangered Areas:

- (a) Remove inmates from damaged, smoke contaminated cells to habitable cells.

Major Endangered Areas:

- (a) In any emergency requiring the removal of inmates from the Jail, the jail personnel must be mindful of the safety of all involved and the continuous security of inmates. Inmates shall be moved to an area free of smoke and one that will not interfere with firefighting efforts. Depending on the extent of the fire, inmates may be moved from the male cellblock area to the female cellblock. Should the fire originate in the female cellblock, the procedure should be reversed with all movement being made into the male cellblock. All necessary assistance should be summoned and the inmates should be transferred to a secure area free of weapons.
- (b) Should the fire/smoke be such that the booking area is impassable, all inmates shall be moved through the tunnel to the South Offices Building.
- (c) Jail personnel shall provide any assistance required by responding firefighting personnel. This may include unlocking doors, opening all exits or providing information on the contents of certain closets or rooms within the Jail.
- (d) Jail personnel shall familiarize themselves with all fire prevention equipment and its location. Every reasonable attempt will be made to control the fire without compromising safety and security.
- (e) In all cases where evacuation is necessary, it must be done swiftly and without compromising safety or security. In the event that jail personnel are unable to accomplish his/her evacuation mission, Fire Department personnel may be required to effect rescues via the main entrance into the Jail or through the tunnel via the South Offices Building. It will be the responsibility of the on-duty supervisor to provide adequate security during a Jail evacuation.
- (f) Should the Jail be damaged or the structural integrity of the cellblocks be in question, inmates will be transported to an Alameda County Jail facility.

903.6 RESCINDED POLICY

This policy rescinds San Leandro Operations Directive 02-01.