

Rhode Island Department of Corrections
POLICY UNIT

TO: See Distribution

VIA: A.T. Wall, Assistant Director Administration **ATW**

FROM: **AJ** Ann J. Fortin, Chief/Program Development Administration

DATE: May 28, 1999

SUBJECT: 9.46 DOC; IONSCANNER ; 07/12/99

The enclosed policy establishes guidelines for the use of drug interdiction equipment by RIDOC employees.

Section II., Policy, specifies RIDOC uses drug interdiction equipment to detect the presence of controlled substances and explosives in order to reduce or eliminate this contraband and to assist outside law enforcement agencies when they request use of this equipment.

Section III., Procedures, covers:

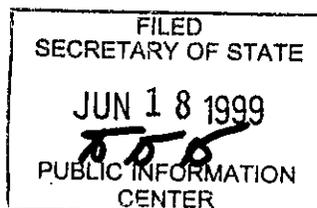
- A. Definitions of terms used throughout the policy;*
- B. Applicability - This policy applies to visitors on approved inmate visiting lists, members of the public entering the institution who are not RIDOC employees, contract employees, attorneys or their agents. It also applies to all RIDOC offenders.*

Section III.C. specifies duties and responsibilities of the Drug Interdiction Program Coordinator and Drug Interdiction Program Operators.

Visitor searches are covered in section III.D. Visitors may appeal visit/entrance denials consistent with RIDOC's Visits policy. Whenever controlled substances and/or explosives are confiscated, chain of custody will be followed, and the items will be turned over to the SIU for investigation (III.E.1.).

Reporting requirements are addressed in section III.F.

Lastly, in an emergency situation or extended disruption of normal institutional operation, any provision or section of this policy may be suspended by the Director or designee for a specific period of time (III.G.).



Note: Positive offender ionscanner tests do not automatically result in disciplinary reports (bookings). However, custody staff should request urine samples be obtained from inmates who test positive. Any resultant discipline should be consistent with RIDOC's Code of Inmate Discipline and Substance Abuse Testing, Sanctions, and Treatment policies.

Please insert this policy in policy manuals and bring its contents to the attention of appropriate staff within your units.

Persons responsible for implementing the provisions of this policy are also responsible for ensuring adequate supplies of attachments are available for use by staff.

This policy IS approved for inclusion in the inmate law library.

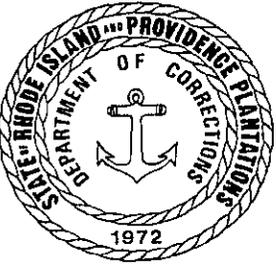
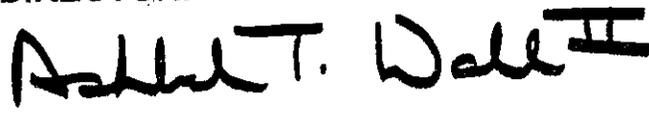
AJF/gah
Enclosure

Distribution:

Director (original)
Assistant Directors (for distribution to affected personnel, including Wardens)
Food Services Unit
Legal Counsel
Marshal
Parole Board
Policy Unit
Training Academy

cc: M. Frost
V. Lepizzera
G. Richards

RHODE ISLAND DEPARTMENT OF CORRECTIONS POLICY AND PROCEDURE

	POLICY NUMBER: 9.46 DOC	EFFECTIVE DATE: 07/12/99	PAGE 1 OF 5
	REPEALS: N/A	DIRECTOR: 	
SECTION: SECURITY AND CONTROL		SUBJECT: IONSCANNER	
AUTHORITY: Rhode Island General Laws (RIGL) § 42-56-10(v), Powers of the director			
REFERENCES: Policy # 24.03-1 DOC, Visits			
INMATE ACCESS THROUGH LAW LIBRARY?		X YES	

I. **PURPOSE:**

To establish guidelines for the use of drug interdiction equipment by Rhode Island Department of Corrections (RIDOC) employees.

II. **POLICY:**

The Rhode Island Department of Corrections (RIDOC) uses drug interdiction equipment to detect the presence of controlled substances and explosives to reduce or eliminate the use of this contraband and to assist outside law enforcement agencies when they request use of this equipment.

III. **PROCEDURES:**

A. **Definitions**

1. **Non-Intrusive Search** - A search of a non-intrusive nature of the clothed body by technical means which may include a walk through a metal detector or a hand-held scanner. This also includes a manual or technical search of personal possessions the individual may be carrying and any coat or jacket s/he has been asked to remove. This will include the wiping or vacuuming of the aforementioned personal articles, i.e., purses, coats, identification cards, etc.

Public Notice: 01/24/99 Public Hearing: 02/16/99 Last Filed: 06/16/99

RECEIVED

DEC 28 2001

RI SECRETARY OF STATE
ADMINISTRATIVE RECORDS

2. lonscan - The trade name of a class of chemical detection systems used to detect the presence of illicit narcotics and explosives. Samples are collected by wiping or vacuuming objects and then placing the filter or swipe into the unit; up to six (6) seconds later, the results are displayed.
3. Drug Interdiction Program Coordinator - RIDOC K-9 officer responsible for overseeing the use of the lonscan equipment and reporting status to the Director or designee.
4. Drug Interdiction Program Operator - RIDOC K-9 officer trained in the operation of the lonscan by the Drug Interdiction Program Coordinator. At no time shall any person other than a RIDOC lonscan Operator/Coordinator operate the lonscan or equipment associated with the lonscan.

B. Applicability

These regulations apply to:

1. Visitors who have been approved to visit an inmate (see policy # 24.03-1 DOC, Visits);
2. any member of the public entering the institution who is not:
 - (a) an employee of the Rhode Island Department of Corrections;
 - (b) a contract employee; or
 - (c) an attorney or attorney's agent.
3. all RIDOC offenders.

C. Duties and Responsibilities of Personnel

1. Drug Interdiction Program Coordinator
 - a. The Director selects a RIDOC employee to act as the Drug Interdiction Program Coordinator. S/he is responsible for reporting on the status of the Program to the Director or designee.
 - b. The primary duties and responsibilities of the Drug Interdiction Program Coordinator are:
 - (1) Scheduling of Drug Interdiction equipment for deployment.

- (2) Providing training, guidance and leadership to Drug Interdiction Program Operators. .
- (3) Ensuring discipline, control and accountability of Drug Interdiction Program Operators.
- (4) Ensuring all required reports and logs are prepared and submitted in accordance with this policy.
- (5) Developing an annual training plan for approval by the Director or designee.
- (6) Coordinating handler information, including site and shift assignments and telephone numbers.
- (7) Acting as the liaison with RIDOC facility managers and the Drug Interdiction Program Operators.
- (8) Ensuring that all daily, weekly, and monthly maintenance for lonscan equipment is performed.
- (9) Ensuring that all supplies for lonscan equipment are ordered and kept in stock for machine use.
- (10) Investigating and resolving complaints concerning lonscan equipment.

2. Drug Interdiction Program Operators

- a. The Director selects RIDOC K-9 officers to serve as Drug Interdiction Program Operators.
- b. The primary duties and responsibilities of Drug Interdiction Program Operators are:
 - (1) Operating lonscan equipment accurately, expeditiously and efficiently.
 - (2) Reporting any deficiencies and failures to the Drug Interdiction Program Coordinator.
 - (3) Maintaining all required reports and logs.

D. Visitor Searches

1. Signs will be posted (in English and Spanish) at all visiting entrances that state:

Please be advised that as part of its continuing effort to prevent the introduction of drugs into its prisons, the Rhode Island Department of Corrections is utilizing electronic controlled substance sensing devices. These devices detect the presence of drug traces on persons, property and clothing.

All visitors on institution property are subject to random and/or "for cause" screening. If you are scanned and receive a positive reading at a predetermined level, you will be given the opportunity to remove outer garments believed to be contaminated, and a second scan will be performed. If after removing your outer garments (such as coats, sweaters, gloves, etc.), you still test positive, entrance to the facility will be denied. Visitors may submit appeals, consistent with RIDOC's Visits policy.

E. Confiscated Controlled Substances/Explosives

1. Any controlled substance or explosive confiscated will be handled in accordance with Chain of Custody Procedures and turned over to SIU for investigation.

F. Reporting and Recording of Data

All visitor tests shall be documented, including the date, facility, operator, and name of the visitor and the positive result. This information shall be forwarded each week to the Chief of Security and the facility Warden.

G. Suspension During Emergency

In an emergency situation or extended disruption of normal institutional operation, any provision or section of this policy may be suspended by the Director or designee for a specific period of time.

C:\SECURITY & CONTROL\9.46 DOC\POLICY



RECEIVED

DEC 26 2001

RI SECRETARY OF STATE
ADMINISTRATIVE RECORDS