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| <b>ALAMEDA COUNTY<br/>SHERIFF'S OFFICE</b><br><br><b>DETENTION AND<br/>CORRECTIONS</b><br><br><b>POLICY AND PROCEDURE</b> | <b>NUMBER:</b> 11.66   | <b>PAGES:</b> 1 of 3 |
|   | <b>RELATED ORDERS:</b><br>Penal Code 853.6<br>D&C P&P 11.02, 11.16, 12.01, 13.02 |                      |
|   | <b>ISSUED DATE:</b> May 17, 2013   |                      |
|   | <b>REVIEW DATE:</b> September 7, 2016  |                      |
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| <b>CHAPTER:</b> Intake, Transfer and Release  | <b>SUBJECT:</b> Mass Arrest Booking Procedure                                    |                      |

- I. **PURPOSE:** To set policy and procedure regarding instances of “mass arrest” arrestee booking at Santa Rita Jail.
- II. **POLICY:** The policy will focus on the accurate gathering of information regarding booking, personal property inventory, urgent medical / mental health issues, and the proper identification, release on citation and secure processing of mass arrestees for release.
- III. **DEFINITION:** MASS ARREST: As used in this policy, shall mean the simultaneous arrest, effected by a law enforcement agency other than the Alameda County Sheriff’s Office, of a group of at least twenty-five (25) people, for citable, misdemeanor offenses, not involving weapons, violence or drugs, which offenses were committed in connection with, or closely related to, planned gatherings for the purpose of exercising rights protected by the First Amendment to the United States Constitution, and for which arrests the arresting agency chooses not to cite and release the arrestees pursuant to the provisions of Subsection (i) of Penal Code Section 853.6.
- IV. **PROCEDURE:**
- A. This policy shall be mandatory only in the event that twenty-five (25) or more arrestees are brought to a detention facility for incarceration at the same time.
  - B. If arrestees arrive at a detention facility in groups of less than twenty-five (25), the Watch Commander of the receiving facility will have the discretion to decide whether to book the arrestees in accord with this policy or in accord with standard booking procedures.
  - C. In the event of a mass arrest within the meaning of this policy, all arrestees shall be taken to Santa Rita Jail (SRJ), unless, in the judgment of the SRJ Watch Commander and the Watch Commander of the Glenn E. Dyer Detention Facility (GEDDF), the arrestees can be more expeditiously processed at GEDDF.
  - D. The SRJ Watch Commander will identify the most appropriate place to facilitate the booking process. The areas to be considered include the following:
    1. The intake window or other area designated to book newly arrived arrestees;
    2. The transfer side of ITR;
    3. An empty Housing Unit;

4. Any secure section of the jail deemed appropriate by the facility's on duty Watch Commander.

E. If the area selected does not have holding cells or other facilities for segregating groups of arrestees, temporary holding pens will be created using barricades, for that purpose.

F. UPON ARRIVAL AT SRJ:

1. Arrestees shall be removed from the transporting vehicles as expeditiously and safely possible and have their handcuffs removed.
2. All arrestees will be pat searched and wanded with a metal detector, and required to show a valid California driver's license or State of California issued identification card. Arrestees not in possession of such identification, or who refuse to show identification, will be transferred to ITR to be booked in accord with standard procedures.
3. After being identified, each arrestee's personal property will be collected and placed in a clear or paper bag, which will be sealed, and on which their name will be printed. Each arrestee will sign the outside of the bag below their printed name.
4. Arrestees shall be screened, per Detention and Corrections Policy and Procedure 11.02(C)(5)(a), using the current intake medical screening form.
  - a. Inmates who voluntarily provide information regarding medical/mental health needs will be referred to **the medical staff** and/or Criminal Justice Mental Health for medical clearance and treatment.
  - b. All prescription medications possessed by inmates upon booking will be viewed by **the medical staff**. **The medical staff** will make the determination if the medication will be kept for dissemination or stored with the inmate's personal property.
  - c. Personal property bags will be placed on a wheeled cart and, after intake screening is completed, groups of ten (10) arrestees and their property bags will be transferred to an area designated by the Watch Commander where they can have access to restrooms, fresh water and a bag lunch. Unless, in the judgment of the Watch Commander, doing so would compromise the safety and security of the facility, every effort will be made to keep the arrestees in close proximity to their property, in order to expedite their release.
5. A warrant check, similar to that conducted by deputies on arrestees in the field, will be performed on all identified arrestees.
  - a. To the extent possible, the warrant check shall be performed on each arrestee within thirty (30) minutes after the arrestee has been identified.
  - b. Arrestees for whom a valid warrant is confirmed will be transferred to ITR to be booked in accord with standard procedures.

6. As soon as ten (10) arrestees have been cleared of warrants, each will be issued a citation and notice to appear, and they and their property will be transferred to the release section of the facility and released.
7. Arrestees identified as qualifying for a citation based on possession of valid identification shall be processed expeditiously.
8. Any inmate found to be engaged in or inciting activity that is detrimental to the security of the facility will be removed from the area reserved for inmates eligible for citation.
9. During the release process, inmates will be reunited with their property as they exit the facility and re-enter the community.