

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 20.23 PAGES: 1 of 1
	RELATED ORDERS: General Order: 7.09
	ISSUED DATE: May 1, 1993
	REVIEW DATE: October 20, 2015
	REVISION DATE: October 1, 2010
CHAPTER: Transportation	SUBJECT: Commercial Airline Travel

- I. **PURPOSE:** To establish procedures for utilizing commercial airline travel to transport prisoners to and from statewide facilities.

- II. **POLICY:** Commercial airline travel shall be accomplished according to procedures described herein.

- III. **PROCEDURE:**
 - A. Commercial airline travel may be utilized in the following circumstances.
 1. The Division Commander authorizes the travel for reasons of time restraints or concerns over the movement of the prisoner by ground transportation.
 2. The conduct of the prisoners would not preclude flying.

 - B. The Transportation Sergeant shall assign personnel and schedule flights as needed, consistent with the above criteria.

 - C. A letter authorizing carrying weapons aboard an aircraft shall be completed in accordance with General Order 7.09 – Federal Aviation Security.

 - D. Deputies utilizing commercial airlines shall abide by federal regulations and individual airline policy. A Transportation supervisor shall be contacted immediately in cases of conflict or compromise of prisoner security.

 - E. Airline and/or car rental receipts shall be turned over to the Transportation Sergeant at the completion of the trip.