

7.11
CRAIG POLICE DEPARTMENT
Office of Chief of Police
General Order

Date Issued: May 15, 1997

Revision Date:

April 1, 2009

Subject: Processing Prisoners

Reference:

CACP 190.1-10

To: All Officers

I. POLICY

All arrestees will be taken to the Moffat County Detention Center for detention. All employees will maintain professional demeanor in their contacts with arrestees and the public.

II. PROCEDURE

Officers are to ensure that all arrestees brought to the Detention Center for processing have been properly searched in the field and all potential weapons removed.

Before any processing is attempted, the officer is to remove any weapons, to include knives and ammunition, and place these items in the weapons box.

After the officer removes his weapons, he will remove the prisoner from the vehicle and do a thorough search prior to entering the booking area. The prisoner will then be taken into the booking area where the handcuffs will be removed by jail staff. There shall be at least two officers present when the cuffs are removed from an uncooperative arrestee. At no time will an armed officer be allowed to process an arrestee or be in the holding cell area when processing is being conducted.

For civil liability protection, when an intoxicated arrestee is released on a summons, the arrestee shall at all times be released to a sober responsible adult.

When it is found that an arrestee in our custody is to be released with no charge, they shall immediately be un-handcuffed.

Media representatives are prohibited access to arrestees.

Authorized By:



Walter K. Vanatta
Chief of Police