STANDARD: 501 KAR 3: 070 Section 1 (2a)

WRITTEN POLICY AND PROCEDURE FOR ESCAPE SITUATIONS

POLICY:
Since the custody of the prisoners is a primary mission of the detention facility, whenever such custody is breached, the officers and personnel shall give the highest priority to the apprehension of the escapee.

PROCEDURE:

1. Discovery: The officer who first discovers an escape of apparent escape will:
   a. Immediately advise the ranking officer on duty, and give the following information;
      (1) The name(s) of the escapee(s)
      (2) The mode of transportation of the escapee(s)
      (3) The time of the escape
   b. Secure the area from which the escape was made
   c. Lock up all prisoners in the vicinity of the escape area
   d. Place a freeze on all prisoner movement and conduct a prisoner count
      NOTE: If the name(s) of the escapee(s) is not known, identify the escapee(s) by matching physical characteristics of present prisoners to the Admission Forms.

2. Notification: The ranking officer, immediately upon being notified of an escape, will:
   a. Provide the description and other pertinent information from the prisoner’s Admission Form to law enforcement agencies.
   b. Notify the Jailer

3. Investigation: The Jailer will initiate an immediate investigation and order that all personnel involved file written reports as soon as possible.

4. VINE Notification: The Jailer shall initiate prompt notification to the VINE system of the prisoner’s status.

5. Call Jail Inspector immediately, activate EOL through emergency number.