NEVADA DEPARTMENT OF CORRECTIONS
ADMINISTRATIVE REGULATION
413

PERIMETER AND GATE SECURITY
(TEMPORARY)

Supersedes: AR 413 (04/08/11)
Effective Date: 08/11/14

AUTHORITY

NRS 209.131

RESPONSIBILITY

The Associate Warden of Operations will implement perimeter security procedures which are appropriate to prevent inmate escapes and/or to prevent unauthorized access by the general public. The Associate Warden of Operations will be responsible for a monthly inspection of all perimeter security.

413.01 REQUIREMENTS

1. Each institution/facility will provide adequate security of perimeters and gates in accordance with the custody levels of inmates.

   A. Maximum and medium custody institutions will have, at a minimum, a double fence surrounding the institution or an armed vehicle patrol. Armed posts will be spaced to provide continuous overlapping surveillance. Additionally, each maximum and medium institution will have a front pedestrian gate and a vehicular sally port gate.

   B. Minimum custody facilities may have one perimeter fence. Minimum facilities without fences must have the approval of the Director.

   C. Strict control over all pedestrian and vehicle traffic through gates and sally ports must be maintained.

2. Lighting of the perimeter and adjacent areas must provide sufficient visibility under all conditions.

413.02 PROCEDURES

1. The front entrance is the major pedestrian traffic point for entrance or exit from the institution. The front entrance post shall be operated to accomplish the following:

A. Identify all persons entering or leaving the institution by one of the following:

(1) Personal Recognition.

(2) Official identification picture card.

(3) Written authorization and a visitor's ID card.

B. Maintain a complete record of all admission and departure information. The records shall include name, identification presented, nature of business, arrival and departure times and a brief notation of any unusual circumstances surrounding the visit. The types of records shall include:

(1) All visitors entering and leaving the institution and their destination.

(2) All persons entering or exiting the institution who are not in the possession of an official identification card.

(3) A separate record of all inmates who pass through the sally port.

2. Sally Ports. Both the front entrance and the vehicular entrances are equipped with gates which function as sally ports. No one without valid identification shall pass through a sally port. If an unauthorized person has passed through the sally port, the officer on duty shall immediately notify his shift supervisor and sound a red alert. If the sally port is mechanically inoperative, the officer on duty will notify the Shift Supervisor.

3. Security Patrols. To assist in the overall security of the minimum and medium institutions, vehicle patrols will be utilized along facility perimeters. Vehicle patrols will be assigned as needed and will make randomly scheduled patrols which will be documented during each shift.

4. Vehicular Sally Port. The vehicular sally port entrance to each maximum and medium institution is used primarily for vehicular traffic entering and leaving the institution.

A. Each institution will ensure maximum sally port control and security to prevent introduction of contraband and escapes.

B. Each institution will ensure all vehicles are thoroughly searched upon entering and exiting sally port gates.

C. Each institution will maintain appropriate logs (DOC-1734) listing all vehicles entering and exiting sally port gates, and ensure that only authorized vehicles enter and exit.

D. All vehicles entering vehicle sally ports will be under constant escort until they are searched and cleared for exit through the sally port.

E. All individuals entering via the sally port will be searched consistent with front gatehouse procedures.

F. All drivers and passengers, entering or exiting the facility must step out of the vehicle and proceed to a designated area before entering the sally port. This does not include inmates.

5. Pedestrian traffic through the vehicular sally port. Institutions may allow inmate pedestrian traffic only when appropriate procedures for the use of escorts, picture I.D.'s and thorough searches are provided.

NOTE: Picture passes must be used at all perimeter gates through which inmates pass.

6. Searches by Gate Officers.

A. Gate Officers will have the responsibility to search/inspect all items carried through their gates.

B. Procedures relative to searching employees and visitors are established in AR 423, Use of Scanners, which will be followed as indicated.

7. Visitors on Official Business. All visitors to any institution must be approved by the Warden/designee prior to entry.

APPLICABILITY

1. This AR requires an Operational Procedure for each institution, facility, and each Division.

2. This regulation requires an audit.

REFERENCES

ACA Standards, 4th Edition, 4-4171 and 4-4172

Director

8/11/14
Date