


Yukon Corrections: Adult Custody Policy Manual

Section:	B Security, Safety, and Control	Effective Date:	January 1, 2012
Number:	B 1 Emergency Contingency Policy		
Item:	B 1.1 Emergencies: Notification and Approval Table		
Approved by Director, Corrections:		Revised:	December 15, 2020

STATEMENT OF POLICY

This policy lists the approvals, consultation and notifications required for authorities set out in sections B 1– B 4.

AUTHORITIES

Corrections Act, 2009: ss. 2, 5, 13, 14, 15, 19

DEFINITIONS

Approval: the person occupying this position has the authority to approve an action

Consultation: the person occupying this position must be consulted, whenever reasonable in all of the circumstances, by the person with the approval authority

Notification (#): the person in this position must be notified within the timeframe (# = hours) by the person who gives approval for the action

DOC: Director of Correctional Services

ADM: Assistant Deputy Minister, Community Justice and Public Safety Division, Department of Justice


ERL: Emergency Response Leader.

OIC: Officer In Charge


PIC: Person In Charge of the correctional centre




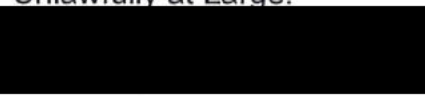
JHS PM: John Howard Society Program Manager

PROVISIONS


Section	Subject/Action	Approval	Consultation	Notification
B 1.2	Emergency Codes: Code Yellow/Blue/Red called	Control	None	OIC (1)
B 1.3	Inmate Disturbances: 	OIC	PIC	DOC (1) ADM (1)


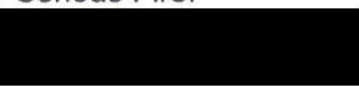


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B 1.3	Inmate Disturbances: 	OIC	PIC	
B 1.3	Inmate Disturbances: 		PIC	
B 1.4	Inmate Escapes: 	OIC	none	Victim (1) PIC (1) DOC (1) ADM(1)
B 1.4	Inmate Escapes: Police alerted	OIC	none	PIC (1) DOC (1) ADM(1)
B 1.4	Unlawfully at Large: 	OIC	none	Victim(1) PIC (1) DOC (1) ADM(1)
B 1.4	Inadvertent Release	n/a	n/a	Victim (1) Police (1) PIC (1) DOC (4) ADM(4)
B 1.5	Inmate Death or Serious Injury	n/a	n/a	Coroner(1) Police (1) PIC (1) DOC (1) ADM(1)
B 1.6	Serious Staff Assault: Lockdown and Investigation as required	OIC	PIC	Police (1) DOC (1) ADM(1)
B 1.7	Power Failure/Systems Failure: Response	OIC	PIC Emergency Maintenance agency	JHS PM (1) Police (4) DOC (4) ADM(12)

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Section	Subject/Action	Approval	Consultation	Notification
B 1.8	Perimeter Breach: 	OIC	Police PIC	JHS PM (1) DOC(4) ADM(8)
B 1.9	Bomb Threat: Response	OIC	Police PIC	JHS PM (1) DOC(1) ADM(1)
B 1.10	Serious Fire: 	OIC	Fire Police PIC	JHS PM (1) DOC(1) ADM(1)
B 1.11	Inmate Protests: 	OIC	PIC DOC	Central Communications Unit (1) ADM (1)
B 1.12	Epidemics and Outbreaks	PIC	Yukon Communicable Disease Control	Central Communications JHS PM DOC (1) ADM
B 1.13	Living Unit Staff Egress	OIC		PIC DOC
B 1.14	Hostage-Taking Incident	OIC	Police PIC	PIC Police DOC (1) ADM EMS
B (all)	Media Responses, Containment and Control	ADM	DM Central Communications	
B 2.1	Use of Force: Routine Control	CO	OIC	N/A
B 2.1	Use of Force: 	OIC	PIC	DOC (24)

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B 2.1	Use of PepperBall Launcher	OIC	PIC	DOC (1) ADM (1)
B 2.2	Use of Restraints: Routine Out of Cells	CO	N/A	N/A
B 2.2	Use of Restraints: Within Cell (< 2 hr)	OIC	PIC	DOC (24)
B 2.2	Use of Restraints: Within Cell (>2 hr and < 8 hr)	PIC	DOC	ADM (24)
B 2.2	Use of Restraints: Within Cell (> 8 hr and each 8 hr thereafter)	DOC		ADM (24)
B 2.2	Use of Restraints: Community Hospital In patient	OIC	PIC	N/A
B 2.1	Use of Control Devices: Chemical Agent/Irritant Individual Deployment	OIC		PIC(12) DOC(24)
B 2.1	Use of Control Devices: Chemical Agent/Irritant Munitions/Large Scale Deployment	PIC	DOC	ADM (1)
B 2.1	Use of Control Devices: Impact Weapon Deployment	OIC	PIC	DOC(1) ADM(1)
B 2.4	Scale of Issue: Change	PIC	DOC	ADM (24)
B 2.5	Cell Entry Team Deployed: Surrender: No Force Used	OIC	PIC	DOC (12)
B 2.5	Cell Entry Team Deployed: Force Used/Injury	OIC	PIC	DOC(1) ADM(1)
B 3.2	Search of Inmates: on Admission	N/A mandatory		
B 3.2	Search of Inmates: with Grounds	CO	OIC	

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B 3.2	Search of Elders (any)	OIC	PIC	DOC(1)
B 3.2	Search of Visitors: Screening	CO		
B 3.2	Strip Searches of Visitors	OIC	PIC	DOC (1)
B 3.2	Visitor Refusal of Search: Turned Away	CO	OIC	
B 3.2	Searches of Living Units: Random	OIC	PIC	
B 3.2	Searches of Living Units: With Grounds	OIC		PIC (24)
B 3.3	Urinalysis Demand	CO	OIC	PIC (24)
B 3.3	Urinalysis Demand: Refused – Charged	CO	OIC	PIC (24)
B 3.5	Seize Contraband from Inmate	CO		OIC (24)
B 3.5	Seize Contraband from Visitor	CO	OIC	PIC (1)
B 3.6	Assign Staff to Central Control duties	OIC		
B 3.7	Audit Tools and Keys	Work Crew Supervisor	OIC	PIC (1) (If audit results in missing items)
B 3.8	Inmate Movement Approval	Control Officer	CO in areas	
B 3.8	Cease all Movement	Control Officer	OIC if non-emergent	
B 3.9	Escorts: Equipment to be Used, Number of Escorts	OIC	Police (if high-profile/maximum security inmate)	Police (if medium security) (1)
B 3.10	Approval for Staff to Bring Items into Perimeter	OIC		PIC (24)
B 3.11	Facility Security Inspections	OIC		PIC (24)
B 4.1	Informal Resolutions	CO	OIC	
B 4.1	Charge Inmate Formally	CO	OIC	
B 4.1	Charge Approval	OIC	PIC	

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B 4.1	Assign Staff Member (Minor Alleged Breach)	PIC		
B 4.1	Set Date for Hearing	Chairperson Adjudicator	OIC	Inmate Witnesses
B 4.1	Proceed if Inmate is Mentally Disordered	Chairperson Adjudicator	Qualified Mental Health Professional	
B 4.1	Proceed in Absence of the Inmate	Chairperson Adjudicator		
B 4.1	Finding and Disposition	Chairperson Adjudicator		
B 4.1	Adjournments	Chairperson Adjudicator	Inmate's lawyer	
B 4.1	Use Alternate Measures as a Disposition	Chairperson Adjudicator		
B 4.1	Assign Terms of Alternate Measures Disposition	Chairperson Adjudicator	Alternate Measures Panel	
B 4.1	Assign Members of Alternate Measures Panel	ADM		
B 4.1	Breach of Alternate Measures disposition – Return to Disciplinary Hearing	Chairperson Adjudicator	Alternate Measures Panel	
B 4.1	Hearing Finding or Disposition Reviewed	Director – Investigations and Standards		PIC (24)
B 4.1	Hearing Overturned in Whole or in Part. Record Expunged and Inmate Released	PIC	DOC	

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RELATED POLICIES & DIRECTIVES

B 1.1.1 Notification of the Director, Corrections

HISTORY