	<b>DEPARTMENT OF CORRECTIONS AND REHABILITATION</b> <b>CORRECTIONS ADMINISTRATION</b> <b>POLICY AND PROCEDURES</b>	<b>EFFECTIVE DATE:</b> January 1, 2024	<b>POLICY NO.:</b> COR.07.02
		<b>SUPERSEDES (Policy No. &amp; Date):</b> COR.07.02 of 03/19/2018	
<b>SUBJECT:</b> <b>VEHICLE OPERATION – INMATE SAFETY PRECAUTIONS</b>		Page 1 of 3	

## 1.0 PURPOSE

To establish safety guidelines for the transport of inmates in State vehicles.

## 2.0 SCOPE

This policy shall apply to all Department of Corrections and Rehabilitation (DCR) facilities.

## 3.0 REFERENCE, DEFINITIONS & FORMS

### .1 References

- a. Hawaii Revised Statutes (HRS), Chapter 26-14.6, Department of Corrections and Rehabilitation (DCR).
- b. HRS § 353C-2, Director of Corrections, Powers and Duties.
- c. Department of Corrections and Rehabilitation (DCR), Policy and Procedures (P & P), COR 13.03 Adjustment Procedures Governing Serious Misconduct Violations and the Adjustment of Minor Misconduct Violations.

### .2 Definitions

- a. Inmate: Any person detained in a facility or convicted of a crime and sentenced by the courts to the care and custody of the Department of Corrections and Rehabilitation (DCR), for the duration of his/her sentence, including but not limited to probation violators awaiting adjudication of their violation hearings, parole violators and those housed by facilities under contract to DCR.

## 4.0 POLICY

- .1 Employees responsible for transporting inmates shall ensure that all inmates are seated in a safe position with seat belts properly secured where applicable in the vehicle and any loose items are secured before the vehicle is in motion.

Drivers shall ensure that at all times, while the vehicle is in motion, inmates remain seated in a safe position.

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<b>COR</b>  <b>P &amp; P M</b>	<b>SUBJECT:</b>  <b>VEHICLE OPERATION – INMATE SAFETY PRECAUTIONS</b>	<b>POLICY NO.:</b> <b>COR.07.02</b>
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- .2 For the safety of the inmates, when being transported on or off facility property in a truck, they shall be seated in the truck bed at all times while it is in motion.

Sitting on sideboards, fenders, tailgates, on top of loads, or standing in the truck while it is in motion is prohibited. Sitting on a truck without sideboards while in motion is prohibited.

This policy shall also apply to departmental employees who accompany inmates in the truck. Inmates will not be transported under any circumstances in trucks or other vehicles, which contain unsecured cargo, tools or other items that could cause injury or shift while the vehicle is in motion.

- .3 No State vehicles shall be used for the transport of inmates if any occupant restraint system in the vehicle has been removed, altered, or otherwise made inoperative. Any vehicle restraint system found removed, altered, or inoperative shall be reported to the appropriate authority for corrective actions.
- .4 Inmate drivers of State vehicles shall check the restraint system for proper operation prior to operating the vehicle and shall keep the restraint secure about their body at all times while the vehicle is in motion. The use of seat belts, while in the vehicle is in motion, shall also apply to all passengers in the vehicle where applicable.
- .5 Inmates who do not cooperate with the provisions of this policy when instructed to do so, shall be charged with the appropriate infraction as guided by COR 13.03 Adjustment Procedures Governing Serious Misconduct Violations and the Adjustment of Minor Misconduct Violations. Department of Corrections and Rehabilitation employees who do not enforce these Policies and Procedures may be subject to disciplinary action.

**5.0 PROCEDURE**


- .1 The facility Warden will implement policies and procedures in accordance with the types of vehicles and transportation that is conducive to the needs of their facility.
- .2 Supervisors responsible for operating State vehicles and employees transporting inmates shall be responsible for insuring:
  - a. That all vehicles are in safe operating condition.

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
COR P & P M	<b>SUBJECT:</b>  VEHICLE OPERATION – INMATE SAFETY PRECAUTIONS	<b>POLICY NO.:</b> COR.07.02
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- b. That all occupant restraint systems are operational.
  - 1) Any vehicle restraint system found to be removed, altered, or inoperative shall be reported to the appropriate authority for corrective action.
- c. Inmates being transported on / off facility property in a truck shall sit at all times in the truck bed while it is in motion.
  - 1) Sitting on sideboards, fenders, tailgates, on top of loads, or standing in the truck while it is in motion is prohibited.
  - 2) Sitting on a truck without sideboards while it is in motion is prohibited.
  - 3) This shall also apply to departmental employees who accompany inmates in the truck.
- d. Inmates shall not be transported in vehicles with unsecured cargo.

APPROVAL RECOMMENDED:

  
 \_\_\_\_\_ JAN 0 1 2024  
 Deputy Director for Corrections Date

APPROVED:

  
 \_\_\_\_\_ JAN 0 1 2024  
 DIRECTOR Date