
Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

302.1 PURPOSE AND SCOPE

The purpose of this policy is to set procedural guidelines for searching, handcuffing, caring for, transporting, and processing arrestees or detainees in a field or initial arrest or detention setting. The safety of the public, officers, and those we detain or arrest is paramount. Persons often carry items on their person that can be used as a weapon (blunt object, slashing instrument, edged weapon, etc.). Officers often need to detain or arrest persons. These detentions and/or arrests sometimes require an officer to conduct a pat-down search or other type of search of a person. Items that an officer feels via a pat-down search that they can reasonably articulate is a possible weapon or an item that can be used as a weapon and poses a present reasonable threat shall be removed from the person.

302.2 SEARCH - PHYSICAL ARRESTS

- A. All persons physically arrested shall be subject to a custodial search (additionally defined in Lexipol 900 and 901) for weapons, dangerous items, contraband, criminal evidence, and personal property by the officer making the physical arrest. Weapons, dangerous items, contraband, criminal evidence, and personal property shall be removed from the arrestee or the arrestee's control. An officer shall regularly monitor all persons physically arrested or detained in order to assure the security and safety of an arrestee, detainee, officers and others. Regular monitoring is also to prevent access to or the destruction or hiding of weapons, dangerous items, contraband, criminal evidence and personal property.
- B. The arresting officer shall remove purses, wallets, backpacks, bags, and any other personal items, from an arrestee or the arrestee's control in which weapons, dangerous items, contraband, criminal evidence and personal property may be concealed or contained. All these types of items shall remain in the custody of a SPD officer until the arrestee is released or transferred to another appropriate facility. Items not retained by a SPD member (e.g., retained evidence, weapons, etc.) shall be returned to the arrestee upon release or turned over to the agency or organization the arrestee or detainee is transferred to. Property that the SPD or another custodial agency or organization cannot accept or take in shall be dispositioned in accordance with Lexipol 900, section 901.6.
- C. Prior to detaining any individual in any police vehicle, an officer shall minimally conduct a pat-down search of that individual for weapons or dangerous objects. If, during the pat-down search, an officer feels an object, who's contour and mass makes its identity as contraband immediately apparent, it shall be seized. At the beginning of each work shift, work assignment or tour of duty, officers shall search all areas of a vehicle they are using for weapons, dangerous items, contraband, criminal evidence, and personal property in which a member of the public, an arrestee, or a detainee may have access to. The purpose of this search is to locate and secure any weapons, dangerous items, contraband, criminal evidence or personal property prior to placement of a member

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

of the public, an arrestee, or detainee in a police vehicle. Officers shall immediately notify a supervisor if they find any weapons, dangerous items, contraband, criminal evidence, or personal property in a police vehicle and promptly document such discovery in a department memorandum to a supervisor. The supervisor shall notify the next level of management who will assure an inquiry is conducted into origins of the weapon, dangerous item, contraband, criminal evidence or personal property being left in the police vehicle.

302.3 HANDCUFFING

- A. The decision to use handcuffs is a matter of the arresting/detaining officer's discretion; however, sound judgment shall be exercised. A number of factors should be considered, such as the nature of the offense, the arrestee's or detainee's behavior, criminal history, the distance to be traveled, age of the arrestee (very young or very old), safety of all those involved, and any other factor related to the specific circumstances of an arrest or detention.
- B. When the decision is made to handcuff, the following guidelines shall apply:
 - 1. When applying handcuffs, the arrestee's or detainee's hands shall be in a position to provide maximum protection to the officer, arrestee, detainee and others.
 - 2. The arrestee's or detainee's hands shall be positioned behind their back unless a physical or medical condition prevents handcuffing behind the back.
 - 3. Handcuffs shall be secured to the extent necessary to prevent escape.
 - 4. Officers shall check for proper fit of handcuffs to avoid or reduce undue discomfort or possible injury. The handcuffing officer shall set the double lock mechanism in order to prevent accidental tightening and minimize the possibility of the lock being picked. The reason for and the act of handcuffing any and all arrestees or detainees, along with actions of assuring proper fit and the double locking of handcuffs, shall be documented by the handcuffing officer in the narrative of a police report (Alpha or Bravo).
- C. Restraining measures in addition to handcuffing, such as ankle cuffs or a hobble restraint, may be necessary when dealing with combative arrestees or those that pose a flight risk. Only officers who have received Department training in the proper application of a hobble restraint may use a hobble restraint. Arrestees, or detainees who have been placed in a hobble restraint, shall be continuously monitored by an officer. When it is necessary to use a hobble restraint, they are often placed on a combative person when the person is in a prone (face down) position. This can require having to place weight and pressure on the person in the prone position sometime making it more difficult for them to breath. Officers must work quickly to secure a hobble restraint and then promptly move the person from any prone position to a sitting or side position, sometimes called a "recovery position" to allow them to breath more freely.
- D. Situations may arise where it may be reasonable to handcuff an individual who may, after subsequent investigation, be released without being arrested or charged. Such

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

a situation is considered a detention, and not an arrest. Unless arrested, the use of handcuffs on detainees should continue for only as long as is reasonably necessary to assure the safety of officers and others. Officers should continuously weigh the safety interests at hand against the intrusion upon the detainee when deciding to remove handcuffs from a detainee. Whenever reasonably possible, individuals detained with handcuffs, but not arrested, shall be clearly verbally advised, by the handcuffing officer, that they are only detained and not arrested. Sometimes circumstances and the need to address multiple policing tasks prevent such an advisement at the point of handcuffing. However, whether or not such an advisement was made while handcuffing the detainee, officers releasing a handcuffed detainee shall clearly advise or re-advise the detainee why they were handcuffed and that they were detained only and not arrested.

- E. When an individual is handcuffed and released without an arrest, the reason(s) for handcuffing the detainee shall be documented via an Alpha or Bravo case report and submitted to a supervisor for review. The full name and date of birth of any person even briefly detained in handcuffs shall be included in the RMS under the associated case number.
- F. Officers frequently have contact with and sometimes detain persons who are experiencing a mental health issue or crisis. These persons are sometimes a danger to themselves or others. Officers are expected to assure the safety of persons who are detained and experiencing such a crisis along with their safety and the safety of others. When officers take such persons into protective custody, officers shall conduct a custodial search of the person for weapons, dangerous items, contraband, and personal property and separate them from such items. Officers may need to transport a person experiencing such a mental health crisis to an appropriate facility. It can sometimes be very stressful for a person who is experiencing a mental health crisis to be handcuffed. With this, officers shall carefully weigh the benefits and safety factors and use sound judgment prior to deciding whether or not to transport the person to an appropriate facility while handcuffed or un-handcuffed.
- G. An arresting or detaining officer(s) shall use only that amount of force that is reasonable and necessary to make an arrest or detention, to prevent escape, or to overcome resistance.
- H. A supervisor or superior officer shall be notified and briefed on circumstances associated with any arrestee who poses a security risk(s) so that appropriate actions can be put in place to reduce/mitigate the security risk(s).
 - 1. Security risks may be, but are not limited to:
 - (a) Arrestee resisted arrest
 - (b) Arrestee remains combative or is threatening violence
 - (c) Arrestee damages or attempts to damage a patrol vehicle
 - (d) Arrestee attempts or attempted to escape
 - (e) Arrestee has a history of violence

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

302.4 INJURY OR COMPLAINT OF PAIN

- A. When the arrestee or detainee has sustained or complains of an injury, the officer shall ensure that proper medical care is provided and shall document the circumstances regarding the injury in an Alpha police report.
- B. Photographs shall be taken of the injury, injured area or the alleged injury or alleged injured area whether the injury is visible or not.
- C. An officer shall immediately notify a supervisor when an arrestee or detainee has sustained an injury or complains of an injury.
- D. Sick, injured and/or disabled arrestees shall be carefully evaluated in order to determine an appropriate manner to transport the arrestee.
 - 1. Disabled prisoners may require a different type of vehicle (i.e., an ambulance, transported in a particular physical position or a position within a vehicle)
 - 2. An arrestee who is sick or injured should be evaluated by EMS and/or fire personnel if available. Officers shall use appropriate discretion in order to prevent the arrestee's condition from worsening.

302.5 TRANSFER OF CUSTODY

Transfer of an arrestee's or detainee's custody from one officer to another requires a full immediate custodial search of the arrestee or detainee by the receiving officer for weapons, dangerous items, contraband, criminal evidence, and personal property.

302.6 TRANSPORTATION

- A. Whenever a member transports an individual in their patrol vehicle, whether or not the individual is in custody, the member shall advise of the following over the PCWIN radio:
 - 1. Where they are en route to, when they are en route and when they arrive.
 - 2. How many individuals they are transporting.
 - 3. If the individual being transported is a juvenile or a member of the opposite gender, the member shall provide the starting and ending mileage.
- B. The seating arrangement for arrestees transported in department vehicles which are not equipped with protective screens shall be as follows.
 - 1. Single officer with single arrestee: The arrestee or detainee shall be seated in the right front seat.
 - 2. Two officers with single arrestee: The arrestee shall be seated in the rear seat and the second officer shall sit in the rear seat, gun side away from the arrestee.
 - 3. Two officers with multiple arrestees: When transporting two arrestees, they shall be seated in the rear seat whenever reasonably possible and the second officer shall sit in the rear seat, gun side away from arrestees.
- C. The seating arrangement for arrestees transported in department vehicles which are equipped with protective screens shall be as follows:

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

1. An arrestee or detainee shall be seated in the right rear seat behind the protective screen.
 2. No more than two arrestees shall be transported in a single regular patrol vehicle. An exception to this may be if the vehicle is designed to accommodate more arrestees (e.g., a van) and there are at least two officers facilitating the transportation. If transporting two arrestees or detainees in a patrol vehicle, both will be placed in the back seat - one in the right rear and the other in the left rear seat.
- D. All arrestees shall be securely seat-belted and handcuffed while being transported whenever practical.
1. Arrestees confined to a wheelchair, who cannot be separated from their wheelchair, are to be transported by ambulance.
- E. Juveniles arrestees or detainees shall not be transported in the same vehicle as adult arrestees or detainees.
- F. Male and female arrestees or detainees shall not be transported in the same vehicle. An exception to this may be approved by a sergeant or higher ranking officer when such circumstances indicate the relationship reasonably indicates there would be no reasonable negative impact (e.g., brother and sister or husband and wife are both arrested at a scene for same or similar charges (warrants/vandalism/theft) and neither is the victim of the other). Such transportation should be evaluated against the arrestee's having discussion that may hinder investigatory efforts (e.g., discussing case with each other prior to interviews or secondary interviews).
- G. Sometimes an arrestee is transported to a non-secure facility (i.e., hospital, medical facility, medical office, etc.) for medical treatment and possible clearance. Members shall ensure arrestees are appropriately secured and monitored during transport and any associated medical treatment. Whenever reasonably possible, members should strive to monitor an arrestee by being personally present with them in the same room in order to respond to any security need.
1. If an arrestee is going to be at a medical facility for an extended period of time (over four (4) hours) the member or the member's supervisor or superior officer shall contact a lieutenant or superior officer to help determine how the arrestee will be monitored while he/she is at the medical facility.
- H. Transporting officers do not have to do a supplement, if all they do is transport an arrestee and all of the following criteria apply:
1. The transporting officer's BWC remains on for the duration of the transport/booking and the footage is properly tagged.
 2. The prisoner transport is "without incident," meaning, the transporting officer has nothing pertinent to the investigation to document.
 3. The arrestee did not make a claim of injury during transport or at booking.

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

4. The arrestee did not make an admission or give information that could aide in the investigation while being transported (Apology to victim/motive/justification etc not already known to officers).
5. The transporting officer will give the booking paperwork to the case officer (or insure that the case officer receives the paperwork if the case officer has secured) and inform the case officer that "The suspect was booked into the jail without incident."
6. The case officer will document in their report that "Officer (Name) transported s-(suspect) to the Pima County Jail or other secure facility and informed me that he was booked without incident."

302.7 ARRESTEES TRANSPORTED TO SAHUARITA POLICE DEPARTMENT

- A. Adult and juvenile arrestees or detainees may be temporarily detained at the Sahuarita Police Department to facilitate a current and active investigation or related processing. They may also be temporarily detained at the SPD to accomplish the following:
 1. To arrange the release of a minor to a parent or responsible adult.
 2. To arrange the release of an adult through a citation release when a release from the SPD would be more appropriate than booking at the county jail.
- B. The primary locations for detaining individuals within the police department shall be the Temporary Detention Facility (TDF), in accordance with Lexipol 900 and 901, or an interview room. Secondary locations may include conference rooms; however, this shall not put employees or the public at risk.
 1. An officer shall regularly monitor an arrestee or detainee.
 2. Arrestees held at the police department shall be segregated by gender and juveniles from adults.
 3. When dealing with a juvenile detainee/arrestee suspected of a crime involving violence, attempted violence or when the officer has reasonable suspicion the suspect may have a desire to escape, injure themselves, injure an officer or other person, or destroy property, the officer may utilize handcuffs, and/or a locked room or a detention cell.
 - (a) When dealing with juvenile detainees/arrestees under the age of 13, officers shall utilize appropriate discretion associated with handcuffing, and/or detention in a locked room or detention cell.
 4. A fingerprint station, along with camera equipment for photographs, will be available in the TDF general operating area or other PD location. Officers shall take reasonable actions to identify an arrestee prior to releasing them by citation or other means.

302.8 ARRESTEE/PRISONER ESCAPE

- A. A supervisor or superior officer shall be immediately notified of an attempt or actual escape of an arrestee or prisoner.

Sahuarita Police Department

Policy Manual

Searching, Handcuffing, Transporting, And Processing Arrestees/Detainees

- B. If an arrestee/prisoner actually escapes custody and control of a member, the following shall minimally take place:
 - 1. Immediate notification of a supervisor or superior officer (shall be done via PCWIN radio)
 - 2. Immediate request for assistance/resources to search for the arrestee/prisoner
 - 3. A BOLO shall be immediately broadcast via the PCWIN radio describing the arrestee/prisoner, last known location, and/or last known direction of travel and any officer safety information. The broadcast should include original arrest/custody charges.
- C. The Chief of Police shall be notified of any arrestee/prisoner escape within one (1) hour, whenever reasonably possible.

302.9 POLICY ISSUANCE OR REVIEW

04/03/2024 - Reviewed by Commander Manny Amado - SP012

04/09/2025 - Issued by Chief John Noland - SP002