

RULE 125-3-1-.06. Control of Critical Materials

Any item that may be used to aid in or accomplish an escape, create a disturbance or which represents a hazard to the safety and security of the institution shall be placed under control and maintained under the strict supervision of institutional officials and/or employees. The following controls shall be instituted at each institution:

(a) Control of firearms and related equipment:

1. The institutional weapons arsenal shall be located in a safe and secure installation outside the inmate housing and activities area. Weapons, ammunition, gas and related emergency control equipment not currently in use shall be maintained in this secure location.

2. No firearms or other dangerous weapons, including knives, shall be permitted inside any institutional compound except in secure guard walks at those institution so configured. All employees as well as law enforcement agents or others shall be required to deposit firearms or other dangerous instruments in the weapons storage facility prior to entering the institution. The only exception to this rule shall be in the event of a Riot or other serious disturbance at the institution during which, in the judgement of the Warden/Superintendent, it becomes necessary for him to undertake special emergency measures in his efforts to re-establish control.

3. Discharge of any weapon by an employee while in duty status is prohibited, except: as authorized on training ranges; under those circumstances where such action becomes essential to the maintenance or re-establishment of control; when required for the protection of one's self or others; or as necessary in order to prevent or control felonious actions.

4. Under no circumstances shall any inmate be permitted to gain access to any firearm, ammunition or any other critical equipment or supplies.

(b) Control of keys:

1. Each State and County Institution shall establish and maintain an accurate inventory list of all institutional keys to include identification and location of each lock, the number of keys in existence for each, and the location of each key.

2. No inmate shall be issued nor permitted to come into possession of any institutional key except for vehicle keys being used under the controlled conditions described in paragraph 125-3-1-.05(c).

3. Only officials, Correctional Officers, and necessary institutional employees shall be permitted to have possession of institutional keys.

4. Under no circumstances shall any institutional key be placed where it may be copied, imprinted, used, stolen, or otherwise come into the control or possession of an inmate.

5. Each institutional key shall be identified by an assigned number and its copy number. Lock boxes with numbered hooks on which keys shall be accounted for shall be provided and these boxes shall be maintained in such a manner as to preclude any inmate gaining access. Each institution shall establish and maintain an accurate, strict, and continuous key accountability procedure. Frequent validating inventories shall be performed.

6. Keys which are no longer directly associated with a pertinent lock or locking device shall be promptly removed from the system and destroyed or otherwise disposed of in a secure manner.

(c) In order to prevent inmate access to potential escape aids, each State and County Institution shall maintain a strong and secure tool room facility in an area apart from the inmate housing and activity areas.

1. An accurate inventory of all tools shall be established and a continuous chain of accountability maintained.

2. A Correctional Officer or other designated employee shall be charged with the responsibility for the inventory, check-in, check-out and control of tools.

3. The tool inventory shall be adjusted for accession of new tools and withdrawal of worn or broken tools.

4. Return of broken or worn tools shall be required. Disposition of obsolete, worn, damaged, or broken tools shall be accomplished in a manner and at a place where such items do not become accessible to inmates.

5. Tools to be used inside the institution (e.g. hacksaws, chisels, bolt or wire cutters, pipe wrenches, etc.) shall be held to the absolute minimum required to perform the task and used under the direct supervision of a Correctional Officer or supervisory employee until the tool is returned to the tool room.

(d) Each State and County Institution shall maintain a safe and secure storage area for flammables, explosives, poisons, and similar dangerous or controlled items. Such items shall be strictly accounted for and shall be issued, transported, used or returned to the controlled storage area only under the direct supervision of a Correctional Officer or employee qualified in the inventory, use and storage of such materials. All medicines of any type whatsoever shall be maintained under lock and key in the most secure manner achievable and shall be absolutely inaccessible to inmates.

(e) Preventing the introduction of contraband into the institution or its detection and confiscation should it enter requires that all officials and employees at the institution remain fully alert to such possibilities and provide close supervision of inmates and their activities at all times.

1. Periodic searches of all inmates, all cells, dormitories, work areas and frequent searches as well as careful supervision of all Trustees shall be undertaken.

2. Correctional Officers overseeing visits to inmates (Chapter 125-3-4), employees inspecting inmate mail (Chapter 125-3-3) and Correctional Officers inspecting incoming vehicular traffic and supplies shall be particularly alert to detect and prevent the introduction of contraband into the institution and shall use all of the technical means and other legal methods at their disposal to achieve this objective.

3. Contraband is defined as any article that is not officially issued by institutional authorities; purchased through official channels; specifically authorized by written institutional policy; or individually authorized by the Warden/Superintendent or his designated representative.

4. It shall be unlawful for any person to obtain or procure for or give to a convict a gun, pistol, or any other weapon, or intoxicating liquor or amphetamines, or biphetamines, or any other hallucinogenic drugs, or other drugs, regardless of the amount, or any other article or item, without the knowledge and consent of the Warden or his Deputy Warden in charge. Any person who knowingly violates the provisions of this Section shall be guilty of a felony and upon conviction thereof, shall be imprisoned for not less than one, not more than five (5) years.

5. "Any inmate found to be in possession of a gun, pistol, or any other weapon, any intoxicating liquor, amphetamines, biphetamines, or any other hallucinogenic drugs or other drugs, regardless of the amount, or any other item given to said inmate in violation of subsection (a) of this Code Section shall be prosecuted as set forth in Code Section 42-5-19."

Authority:

Ga. Constitution 1983, Art. XI, Sec. I, Par. (b); Ga. L. 1956, pp. 161, 170; 1969, p. 598; 1956, pp. 161, 171; 1956, pp. 161, 174 (O.C.G.A. 42-2-11); Ga. L. 1964, pp. 491, 492; 1970, pp. 318, 319 (O.C.G.A. 42-5-53); Ga. L. 1972, p. 838 (O.C.G.A. 42-10-2); Ga. L. 1976, pp. 1506, 1607 (O.C.G.A. 42-5-18 and 19).

History:

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