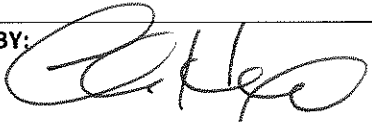


<p align="center"><b>SOLANO COUNTY CALIFORNIA PROBATION DEPARTMENT</b></p>	<p><b>POLICY NUMBER:</b></p> <p align="center">612</p>	<p><b>EFFECTIVE DATE:</b></p> <p align="center">June 29, 2015</p>
	<p><b>SUPERSEDES:</b></p> <p align="center">June 30, 2007</p>	
<p><b>APPROVED BY:</b></p>  <p align="center"><b>CHIEF PROBATION OFFICER</b></p>	<p><b>TITLE:</b></p> <p align="center"><b>TRANSPORTATION OF PROBATIONER</b></p>	

1. **Policy** The Solano County Probation Department has the responsibility of transporting probationers who have been taken into custody, as well as non-custody probationers on occasion.
2. **Procedures**
  - A. When staff has the responsibility of transporting person(s) in custody, they shall:
    - (1) Carefully plan the circumstances of the transportation, including an assessment of potential problems. When dealing with unstable or dangerous probationers, secure an appropriate county vehicle and acquire assistance. Probation staff are not to transport dangerous or unstable probationers alone.
    - (2) Probationers under arrest/in custody shall first be handcuffed, shackled, and/or waist chained and carefully pat searched for weapons, potential weapons or contraband.
    - (3) Prior to placing the probationer into the county vehicle and upon removal, the seating area shall be searched thoroughly.
    - (4) Transportation of a probationer shall be in a County caged vehicle. If one is not available, the probationer can be transported in a non-caged County vehicle. The probationer shall be seated in the back seat of the vehicle diagonally from the driver. The probationer shall be handcuffed behind his/her back or with a belly chain in his/her front. In a non-caged car, staff will be seated next to the probationer directly behind the driver.
    - (5) When an individual is placed in a vehicle, he/she will wear a seat belt.
    - (6) It is preferred that all transports of probationers be done by a same sex probation staff. However, if the same sex officer is not available, opposite sex transport may occur.
    - (7) All transports of probationers will utilize Solano Sheriff dispatch services. If the transport is within Solano County, the officer shall use radio communication. If the transport is outside of Solano County radio coverage, the officer shall contact

Dispatch whenever outside radio range via phone. At the beginning of a transport, department staff shall contact Solano Sheriff dispatch via radio or phone and provide pre-assigned call sign status, vehicle odometer reading and destination (advise of offender's gender and if a juvenile.) (Refer to Radio Policy)

- (8) For booking purposes, all adult probationers will be taken to the downtown Solano County Jail located at 500 Union Avenue, Fairfield. All juvenile probationers will be taken to the Solano County Juvenile Detention Facility located at 740 Beck Avenue, Fairfield, except for youth 18 years and older, who shall be booked at the County Jail.
- (9) After arrival at the detention facility, and prior to transfer of custody, probation staff shall contact Solano Sheriff dispatch and provide a status update, including odometer reading, and appropriate disposition code.
- (10) After transfer of custody, probation staff shall contact Solano Sheriff dispatch and provide a status update.

**B. Transports of Non-Custody Probationers**

- (1) For transport of non-custody probationers (i.e.; to school, mandated programs, home, etc.), a county vehicle is required.
- (2) Transports of juvenile or adult probationers to a residential placement/group home should be accomplished with a caged vehicle. Mechanical restraints may not be necessary if transporting subject in a caged vehicle. Probationer shall be seated in the rear – diagonally positioned from the driver.
- (3) Personal vehicles should only be used in exigent circumstances and with supervisor's approval.
- (4) All transports of probationers will utilize Solano Sheriff dispatch services. If the transport is within Solano County, the officer shall use radio communication. If the transport is outside of Solano County radio coverage, the officer shall contact Dispatch whenever outside radio range via phone. At the beginning of a transport, department staff shall contact Solano Dispatch via radio or phone and provide pre-assigned call sign status, vehicle odometer reading and destination (advise of offender's gender and if a juvenile). (Refer to Radio Policy)