

 <p style="text-align: center;">ADMINISTRATIVE REGULATIONS</p> <p style="text-align: center;">STATE OF ARKANSAS</p> <p style="text-align: center;">BOARD OF CORRECTIONS</p>	Section Number:	Page Number:
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SUBJECT: State Police Assistance During Escapes and Other Disturbances		

I. POLICY OF DEPARTMENT: To rely upon the Arkansas State Police in accordance with established procedures whenever assistance is required in emergency situations.

II. EXPLANATION:

The Arkansas State Police issued orders to all commanders, directors, unit and detail supervisors outlining the procedures to be followed during emergency situations involving the state’s correctional institutions. Compliance is expected whenever such procedures are necessary.

A. **PURPOSE:** To standardize and coordinate the operational procedures of the Arkansas State Police and the Arkansas Department of Correction when an escape or other emergency situation occurs at a state correctional institution.

B. **POLICY:** It is the policy of the Arkansas State Police to assist the management of the Department of Correction in the apprehension of escaped inmates and the control of major disturbances at state correctional institutions.

C. **PROCEDURE:**

1. Escapes

a. Upon learning that any individual(s) is/are missing or has escaped, the duty officer at the correctional institution will immediately notify the appropriate State Police district. This notice shall include the name and physical description of the individual(s), type of escape, time of escape, and any other available information. Additional information, such as previous home address, type of crime sentenced for, known associates and any other pertinent information that is available to the institution, will be provided as soon as possible. The institution shall also supply the State Police with adequate supply of photographs of the individual(s) for dissemination.

- b. The Public Information Officer will notify local radio and television stations of the escape in sufficient detail to allow them to properly inform local residents of the situation.
- c. Direct telephone communications between the State Police district headquarters and the correctional institution will be maintained at all times during the initial mobilization.
- d. If requested by the State Police, uniformed guards from the correctional institution will be made available at roadblock positions for purposes of identification and general assistance.
- e. The Arkansas State Police district receiving notification of an escape from a State correctional institution will immediately dispatch the information to all state and local agencies via CJIS and/or other appropriate frequencies. As soon as sufficient information is available, an NLETS entry will be made and directed to the appropriate terminals, including the Arkansas State Police command center. Once it is determined that the subject is out of the immediate area, the wanted subject is entered into NCIC by the originating agency. All Arkansas Department of Correction escapees are entered into NCIC through the Cummins Unit terminal. Simultaneously, the predetermined district mobilization plan will be implemented. It is the responsibility of the District Commander to provide the Chief Administrative Officer of the institution with a copy of the blockade plans that have been developed for such mobilization.
- f. The duration of the mobilization will be determined by the District Commander after consultation with the institution's Chief Administrative Officer or his representative, giving consideration to the time element involved prior to notification. When the mobilization is terminated without recapture, the follow-up procedures will be assigned to the appropriate District Supervisor.
- g. All escapees who are recaptured, either during the initial mobilization or the follow-up, may be transported to the nearest confinement facility having adequate security or taken directly to the institution from which the escape was made. In either case, the institution will receive immediate notification of the recapture.

D. MAJOR DISTURBANCES

1. Upon the occurrence of a major disturbance or any incident that has the potential for becoming a major disturbance, it shall be the responsibility of the correctional institution to immediately notify the appropriate State Police district.
2. After receiving notification of a disturbance, the Arkansas State Police will re-contact the correctional institution, using a prearranged method of communication, for the purpose of verifying the validity of the report.
3. After receiving notification and verification of a disturbance in progress, the Arkansas State Police district in which the facility is located will immediately dispatch an observer to the scene to appraise the situation and keep the District Command staff fully informed

of all events occurring within the facility. The Arkansas State Police command center will immediately be informed of the disturbance and will be responsible for informing the Director of the Department of Public Safety, the Colonel, the Field Operations Commander, the Area Commander and other appropriate State officials.

4. The correctional institution will be responsible for providing telephone facilities for the Arkansas State Police observer and will keep him apprised of all activities occurring within the institution (control efforts, increase or decrease in the size of the disorder, etc.).
5. The Arkansas State Police observer will be responsible for keeping a written record of events and shall start recording events immediately upon his arrival at the institution. He shall observe and record the following data when possible:
 - a. The source of all information given to him verbally.
 - b. Location and number of inmates causing the disturbance.
 - c. Possible objectives of the inmates.
 - d. Location of critical areas within the institution.
 - e. Location of established barricades.
 - f. Areas that might prohibit the use of chemical agents.
 - g. Number and identity of hostages.
 - h. Weapons being utilized by inmates, if any.
 - i. All other information that he considers to be important.
6. When the management of the correctional institution determines that a disorder is reaching the point where Arkansas State Police manpower support may be needed, the district will commit personnel to assist in efforts to restore order. The Arkansas State Police command personnel will be responsible for planning of tactical missions to suppress the disorder. The unit integrity of the State Police will be maintained at all times. State Police command personnel will determine what equipment will be used and the procedure to be followed in carrying out their assigned tactical missions.
7. News Releases containing information about activities within the correctional institution or the individuals involved are to be issued in accordance with the regulations of the Department of Correction.