

ANNE ARUNDEL COUNTY DEPARTMENT OF DETENTION FACILITIES SHARED OPERATIONAL DIRECTIVE	SOD NO: 01.0A DATE: September 11, 2023 SUBJECT: Security & Control TITLE: Use of Force FOR PUBLIC RELEASE: YES
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I. References: MCCS .01A, .01B, .01E, .01F; AD 01.04; SOD 01.0B, 01.0C, 01.0K; JRDC OD 01.06, 02.07; CHPC OD 01.07; ORCC OD 01.11, 02.07

II. Applicable To: Anne Arundel County Department of Detention Facilities (AACDDF)

III. Purpose: To provide guidance and direction in the use of force and security equipment by facility staff in the lawful performance of their duties. This policy governs the actions of all AACDDF staff and contractors. The AACDDF maintains that this policy shall adhere to all federal, state and local laws.

IV. Definitions:

Cell Extraction: The use of trained Officers to remove an inmate/detainee from a cell in an organized and orderly fashion.

Chemical Agents: Gas-based substances or products, which include CN ("tear" gas), CS (irritant gas) or other chemical agents, that are designed to diffuse or neutralize aggression or otherwise lessen a person's ability to harm themselves or others.

Clinically Ordered Restraints: Inmates may be considered for clinically ordered restraints when their behavior puts them and/or others at imminent risk of physical harm.

Deadly Force: Any force that a reasonably prudent person would expect to create a substantial risk of causing death or serious physical injury.

Duty to Intervene: The obligation to prevent or stop, as appropriate, any AACDDF staff from engaging in apparent excessive force or any other use of force that violates the Constitution, other federal laws or Department policies on the reasonable use of force.

Electronic Immobilization Device (EID): A device designed to be an extension of the user's hand and arm. An EID provides the short-term incapacitation of a resisting or hostile individual by means of a safe, non-injurious force. The device uses electronic pulse wave technology to temporarily override the human body's electrical system, thereby causing confusion, disorientation and disabling muscular response.

Exigent Circumstances: Those circumstances that would cause a reasonable person to believe a particular action is necessary to prevent physical harm to that individual or a third party.

Immobilization Control Electronics (ICE) Shield: An EID designed to temporarily immobilize a noncompliant inmate by distributing a one to eight second less lethal electrical shock.

Imminent Jeopardy: An immediate, real threat to which a reasonably prudent person would believe they would be seriously physically harmed or killed.

Less Lethal Force: Any force other than that which is considered deadly force. Less lethal force is not intended or likely to result in death or serious physical injury.

Non-Chemical Agents: Gas-based substances or products which include O.C. (pepper spray/foam), HC (smoke) or other non-chemical agents designed to diffuse or neutralize aggression or otherwise lessen a person's ability to act in an aggressive or hostile manner.

Serious Physical Injury: A bodily injury that creates a substantial risk of death; causes permanent or protracted serious disfigurement; or results in a long-term loss or impairment of the functioning of the body.

Team: Shall be comprised of Officers, Corporals, Sergeants and Lieutenants duly trained in specialized operations principles, procedures and equipment.

Use of Force: Any action involving direct or indirect physical contact, as employed by AACDDF staff, to gain compliance of inmates/detainees and other individuals with orders from staff.

V. Policy:

- A. The use of force shall be resorted to only after all reasonable, non-forceful solutions have failed. If possible, staff shall take reasonable steps to deescalate a situation or otherwise prevent the need to use force. If force is necessary, it shall only be applied to the extent necessary and proportional to prevent an imminent threat of physical injury to a person, to effectuate a legitimate correctional objective, or to control inmate(s)/detainees and/or to restore order.
- B. AACDDF staff shall be trained on the Use of Force directive and related legal updates as designated by the Annual Training Plan. Records of such training shall be maintained as part of the employee training file.
- C. Force shall only be used in limited circumstances as an instrument of control; force must never be applied maliciously, for the purpose of inflicting pain or as a means of punishment. The amount and/or type of force used to gain control of a situation shall be in accordance with the Action-Response Continuum of Control (Appendix 1).
- D. The use of force shall cease as soon as:

1. The person on whom the force is being used is under control; or
 2. The person no longer poses an imminent threat of serious physical injury or death; or
 3. It is determined that force will no longer accomplish a legitimate correctional objective.
- E. Absent exigent circumstances, the AACDDF prohibits the use of a chokehold, knee hold or other similar acts of applying force or pressure against the trachea, windpipe, carotid artery, side of the neck or jugular vein of another person and other applicable methods have been fully exhausted.
- F. If possible, staff should consider the age, gender, health and mental status prior to the use of force. Medical conditions such as pregnancy, respiratory ailments, neuromuscular conditions, metal body braces, wheelchairs, prosthetics, advanced age or physically debilitating diseases may create an increased risk of serious physical injury and, if known, should be factored into the decision as to the appropriate amount and type of force to use.
- G. All staff shall have a duty to intervene if they witness, or become aware of, another staff member engaging in any excessive or unauthorized use of force when it is objectively reasonable to do so. These incidents shall immediately be reported to a supervisor and shall be documented on an Incident Report.
- H. Force may be used only in the following circumstances:
1. Protection of a third party, e.g., another employee, inmate or visitor from imminent death, serious bodily harm or physical injury.
 2. Self-protection from imminent death, serious bodily harm or physical injury.
 3. Enforcement of directives, rules or orders after non-forceful methods have failed.
 4. Protection of property.
 5. Prevention of escape.
 6. Prevention of suicide or other bodily harm.
 7. Prevention of a crime.

8. Administration of emergent involuntary medications as prescribed by a qualified health care professional (QHCP).
9. Applying clinical or therapeutic restraints authorized by a QHCP.
- I. Authority for the use of force and/or use of security and restraint equipment is derived from the Superintendent, Correctional Facility Administrator (CFA) or Assistant Correctional Facility Administrator (ACFA) and is further delegated to Captains, Lieutenants and Sergeants. When use of force is necessary and time permits, the Lieutenant/Sergeant shall assemble a Team. In emergencies or other situations where it is impractical to assemble a Team, Officers shall be authorized to use appropriate force necessary in accordance with this directive.
- J. Less lethal specialty impact munitions shall only be used during outdoor recreation or as part of a Team action to quell a riotous situation or mass disturbance and then only upon authorization of the Superintendent, CFA or ACFA-Security except for an attempted escape. Less lethal specialty munitions shall not be used against passive demonstrations or for general cell extractions or injections.
- K. Trained security staff shall be authorized to use O.C. spray/foam, O.C. foggers and PepperBall launchers under the direction of the Sergeant or Lieutenant overseeing a Team action.
- L. Trained security staff shall carry Department issued O.C. spray/foam in the prescribed manner on their duty belt at all times while on duty.
- M. O.C. spray/foam shall also be for use in spontaneous instances of self-protection where an Officer is in imminent jeopardy and all other non-forceful methods have failed.
- N. This policy shall not be construed to authorize any AACDDF employee to carry/use Department issued O.C. spray/foam in connection with outside employment or activities not directly related to their employment with the AACDDF.
- O. Time permitting, significant incidents and incidents where the situation may require use of force shall require Team activation. All Team actions and uses of force which are not spontaneous shall be video recorded. Incidents to be video recorded shall include, but are not limited to:
 1. Forced cell moves
 2. Barricade situations
 3. Arson/destruction of property
 4. Disruptive or violent behavior

5. Inmate job actions or protests
6. Administration of emergent involuntary medication as prescribed by a QHCP.
7. Application of clinical or therapeutic restraints authorized by a QHCP.

VI. Procedure:

A. Team Activation

1. Upon notification that force may be necessary, the Lieutenant/Sergeant shall immediately respond to the area and determine how to best resolve the situation. Should the Lieutenant/Sergeant determine it necessary to activate a Team, the Lieutenant/Sergeant shall identify a Team leader and direct him/her to report to the Specialized Equipment room. Additionally, s/he shall contact the Charge Nurse to inquire if the inmate has any medical condition that would preclude a Team action.
2. The Team leader shall be responsible for ensuring the following:
 - a. Team members are identified for each position and directed to report to the designated location;
 - b. Specialized equipment is ready for use;
 - c. Biohazard suits are issued if there is presence of blood or the inmate(s) has or is threatening to throw urine or feces;
 - d. Restraints are available and prepared;
 - e. Medical staff has been notified and is prepared to be on site for treatment;
 - f. The safest and least amount of force is used.
3. The Evidence Video Officer (EVO) shall video record the Use of Force from the beginning to the conclusion of the incident, to include when the Team leader starts the briefing (date, time, location), describing the situation and identifying members of the Team.
4. The Team Leader and EVO shall report to the location of the incident to assess the situation. The Team leader shall attempt to de-escalate the situation and, if unsuccessful, shall:
 - a. Ask the inmate(s) to comply with orders;
 - b. Advise the inmate that failure to comply shall result in action being taken;
 - c. Order the inmate to comply with the orders.
5. If the inmate complies, the Team leader shall direct Team members to place the inmate in restraints and move him/her to a designated area. Only the

amount of force reasonably necessary to restrain the inmate shall be used to accomplish this objective.

6. If the inmate does not comply, the Team leader and EVO shall report to the Team to brief them and direct further action.
7. The Team shall enter the area and the Team leader shall give the inmate final opportunity to comply. Should the inmate refuse, the Team shall take the necessary action and apply only the amount of force reasonably necessary to restrain the inmate and move him/her to a secure holding area.
8. All Team members involved shall document their observations and actions in the Use of Force Report.

B. Types of Force

1. Empty-Hand Control

- a. Defensive Tactics - May be used as an initial response to a situation where immediate action is required. Defensive tactics should be used solely to subdue and restrain the individual.

2. Mechanical Restraints

- a. Mechanical restraints, including handcuffs and leg irons shall only be used when reasonably necessary and never as a method of punishment. Mechanical restraints shall only be used in the following instances:
 - i.) When transporting an inmate;
 - ii.) When the inmate's historical behavior, present behavior or emotional state creates the likelihood that escape or serious physical injury to any person may occur;
 - iii.) Pursuant to medical/psychological advice, to prevent the inmate from attempting suicide or inflicting serious physical injury to him/herself;
 - iv.) When escorting an inmate on Administrative or Disciplinary Segregation to and from his/her housing unit.
- b. Mechanical restraints shall never be used:
 - i.) About the head or neck of an inmate;

- ii.) In a way that causes undue physical discomfort, inflicts physical pain or restricts the blood circulation or breathing of an inmate.
3. O.C. Spray/Foam - O.C. spray/foam shall not be used against an inmate(s) offering only passive resistance. O.C. spray/foam shall only be used when faced with a hostile inmate(s) and the use of physical force has been ineffective; to stop an inmate-on-inmate fight or inmate assault and all orders to stop have been refused; when the use of physical force is impractical; and/or when the use of physical force poses a significant risk of injury to staff, the inmate or others. O.C. spray/foam shall be controlled and used as follows:
- a. Whenever practical and reasonable, Officers shall issue a verbal warning prior to using O.C. spray/foam against an inmate.
 - b. Only the minimal amount of O.C. spray/foam shall be used to control a situation. A one second burst of O.C. spray/foam shall be directed at the inmate's eyes, nose and mouth. If the inmate still fails to comply, the Officer may disperse another one second burst of O.C. spray/foam.
 - c. If the inmate does not become incapacitated, responding staff shall be immediately notified.
 - d. Once an inmate is incapacitated or restrained, use of O.C. spray/foam is not permitted.
 - e. Use of O.C. spray/foam should be avoided, if possible, under conditions where it may affect innocent bystanders.
 - f. As part of a Team action, O.C. spray/foam shall be used only at the direction of the Lieutenant or Sergeant, or Officer designee under emergency circumstances; or by a Transportation Unit Officer in the course of performing Court lock-up or transport duties. If used in a courtroom, the Officer shall make every effort to ensure Court personnel and visitors are clear of the immediate area.
 - g. The Team Leader or authorized staff member shall ask, advise and order the inmate to comply prior to utilizing O.C. spray/foam, unless his/her actions are spontaneous and where an immediate threat of physical injury to staff or others exists. In this case, O.C. spray/foam shall be used for the immediate protection of staff.
 - h. Once O.C. spray/foam is utilized, staff shall order the inmate to get into the kneeling or prone handcuffing position and immediately apply restraints. The Officer shall instruct him/her to remain calm and

initiate decontamination procedures in accordance with VI.B.3.k. below.

- i. If used in an enclosed area, staff should wait approximately one minute before entering to allow the residue from the O.C. spray/foam to dissipate. Upon entering the area, staff shall immediately secure the inmate in restraints.
 - j. If used by Transportation Officers outside a secure area or within a courtroom, the inmate shall be restrained as soon as possible. As soon as restrained in the courtroom, the inmate shall immediately be returned to lock-up. The Transportation Supervisor shall be contacted and apprised of the use of O.C. spray/foam as soon as practical.
 - k. Decontamination procedures shall be initiated as soon as the inmate is in restraints and compliant, or has been returned to lock-up.
 - i.) Within the facility, inmates shall be escorted to the Medical Unit. Off-site, Officers shall contact 911 should the inmate appear to be in continued distress.
 - ii.) Inmates on whom O.C. spray/foam has been used at Court shall be returned to their originating facility as soon as possible and escorted to the Medical Unit.
 - iii.) If O.C. spray/foam has been used in the course of transport, the Transportation Supervisor shall direct termination or modification of the detail.
4. Humane Blanket Wrap - A one-piece wrap designed to transport/carry an inmate in a quick, safe and secure manner. The responding supervisor shall determine the feasibility of its use and any other security equipment.
- a. The Humane Blanket Wrap may be used for assaultive inmates, combative inmates, inmates refusing to walk or cooperate under their own power, and/or inmates with medical emergencies.
 - i.) Inmates shall have their hands secured (handcuffs, flex cuff) and their legs secured (leg irons, flex cuff) before placement in the Humane Blanket Wrap.

NOTE: SIMPLE MEDICAL EMERGENCIES WILL NOT REQUIRE RESTRAINTS UNLESS THE INMATE IS COMBATIVE.

- ii.) The inmate shall be placed in a horizontal position inside the Humane Blanket Wrap. The Humane Blanket Wrap shall be folded around the inmate and secured with Velcro. The inmate may then be transported, feet first, using the Humane Blanket Wrap handles.
- iii.) The inmate must remain under constant visual observation and shall not be left unattended.
- iv.) A QHCP shall check the inmate once during the first two (2) hours. If the inmate remains secured in the Humane Blanket Wrap for more than two (2) hours, a QHCP shall check the inmate every subsequent hour.

5. Restraint Chair - clinically ordered restraints

- a. Use of the restraint chair shall be approved by a Sergeant or Lieutenant only as a last resort for inmates who are out of control and exhibiting behaviors harmful to self or others.
- b. A QHCP shall assess the inmate to ensure the inmate has no physical restrictions or medical condition that would prevent the use of the restraint chair. Once the inmate has been restrained, the QHCP shall examine the inmate to ensure the inmate is receiving proper circulation, the airway is clear and the torso is upright. The results shall be documented in the inmate's medical file.
- c. The inmate shall be secured in the restraint chair with their hands soft-cuffed to the sides. If soft-cuffs are unavailable, the inmate may be restrained to the sides in conventional mechanical restraints. Under no circumstances shall an inmate be handcuffed behind their back while in the restraint chair.
- d. The inmate shall be checked by an Officer once every 15 minutes. A QHCP shall check the inmate once during the first two (2) hours. If the determination is made that the inmate shall continue in the Restraint Chair for a period of time beyond two (2) hours, a QHCP shall check the inmate every subsequent hour. Security and medical checks shall be documented on an Incident Report. A security supervisor shall accompany the QHCP during medical checks to assess the inmate's demeanor and to determine if the inmate needs to remain in the restraint chair.

- i.) The inmate shall be removed from the restraint chair after two (2) hours, with or without restraints (handcuffs/ leg irons), depending on inmate's behavior.
- ii.) The inmate shall be given an opportunity to exercise/move each limb, use the toilet and hydrate.
- iii.) The inmate shall be given the opportunity to eat scheduled meals at or around meal periods.
- iv.) If the inmate continues to display behavior deemed harmful to themselves or others, the Sergeant/Lieutenant shall return the inmate to the restraint chair. Every effort shall be made to keep the inmate restrained in the chair for the minimum period of time needed to bring the inmate under control.
- v.) If the inmate is returned to the restraint chair following the initial two (2) hours, the inmate shall be managed in accordance with section IV.E.4. of this Directive.

NOTE: INMATES SHALL NOT BE RESTRAINED IN THE CHAIR LONGER THAN SIX (6) HOURS (THREE CONSECUTIVE 2 HOUR PERIODS) UNLESS APPROVED BY THE ACFA/CFA.

- e. After each use, the chair shall be sanitized with disinfectant and returned to its designated location.

6. TranZport Hoods

- a. A Lieutenant/Sergeant or Team leader shall direct use of a TranZport Hood in situations where an inmate is demonstrating belligerent, unruly or threatening behavior indicating intent to spit or bite. The following conditions shall apply:
 - i.) The Lieutenant/Sergeant or Team leader shall contact the medical unit for information regarding any pre-existing conditions that would prohibit the use of the TranZport Hood. These conditions include, but may not necessarily be limited to, symptomatic asthma, emphysema, coronary artery disease with episodes of chest pain or unstable seizure disorder.
 - ii.) The inmate shall be restrained using conventional restraints or in the restraint chair.

- iii.) The inmate must remain under constant visual observation and shall not be left unattended.
 - iv.) Under no circumstances shall the TranZport Hood be used on an inmate who is unconscious, vomiting, having difficulty breathing or bleeding from the mouth, nose or head area.
 - v.) All jewelry and eyewear shall be removed before application of the TranZport Hood.
 - vi.) The TranZport Hood shall not be used if it is difficult to apply due to the size of the inmate's head.
 - b. The TranZport Hood shall remain on the inmate until the Sergeant/Lieutenant determines the inmate is no longer a threat, or until constant observation of the inmate cannot be maintained.
7. ICE Shield
 - a. The Lieutenant/Sergeant or Team leader may recommend use of the ICE Shield in situations where an inmate/detainee demonstrates unruly and/or disruptive behavior.
 - b. Only staff certified for the ICE Shield are authorized to use the ICE Shield.
 - c. Immediately following the use of the ICE Shield, the inmate/detainee shall be examined by the medical unit.
8. Less Lethal Specialty Munitions
 - a. The Lieutenant/Sergeant or Team leader may recommend use of less lethal specialty munitions to quell a mass disturbance or riotous situation in accordance with JRDC and ORCC ODs 02.07. Such munitions include:
 - PepperBall Launcher
 - Flashbangs
 - Chemical grenades
 - Bean-bag rounds
 - Stingball grenades
 - Fin stabilized round

- b. Use of less lethal specialty impact munitions shall be part of a Team action and shall require the authorization of the Superintendent, CFA or ACFA.
- a. Should it become necessary to use the shotgun during outdoor recreation, only fin stabilized rounds shall be used. The following precautions shall be observed consistent with the goal of preventing death or serious physical injury:
 - i.) An order to halt is required unless delay will permit an escape.
 - ii.) Warning shots shall not be fired under any circumstances.
 - iii.) Shots shall not be fired if they are likely to endanger the safety of bystanders.
 - iv.) Shots shall be direct fired (center mass only) at inmates who are observed climbing the fence or wall and only after they have exceeded the mid-level point of the fencing or building.
 - v.) Shots shall be direct fired (center mass only) at inmates committing an act resulting in grievous personal injury, crime of violence or other act threatening the life of or threatening to inflict grievous personal injury upon an Officer or other persons while in the recreation yards.
- c. The CFA and the ACFA shall be notified immediately when the use of force results in serious injury to either staff or inmates.

C. Deadly Force

- 1. The use of deadly force is authorized in a situation of imminent jeopardy, and then only as a last resort when all other non-forceful methods have failed, and only when one or more of the following conditions exist:
 - a. An inmate or other person is carrying a weapon or attempting to obtain a weapon by force, if the Officer has reason to believe that the inmate/person intends and has the ability to cause death or grievous personal injury to the Officer or other person, and if no other reasonable alternative exists.
 - b. An inmate the Officer observed kill or grievously injure another person refuses to halt when ordered.

- c. An inmate or person who has committed or is committing an act resulting in grievous personal injury, crime of violence or other act threatening the life of or threatening to inflict grievous personal injury upon the Officer or other person.
- d. An inmate is in the process of escaping and his/her freedom is reasonably believed to represent an imminent threat of death or grievous bodily harm to the Officer or other persons.

NOTE: CLEARING THE LAST LINE OF INSTITUTIONAL SECURITY (i.e., OUTSIDE OF THE SECURITY FENCE/WALL AREA, ON THE ROOF, OR OUTSIDE THE TRANSPORT VEHICLE) DOES NOT IN AND OF ITSELF AUTHORIZE THE USE OF DEADLY FORCE. THE CONDITIONS LISTED IN SECTION V.G.1 MUST ALSO EXIST.

- 2. Whenever it appears it will be necessary to use deadly force, the following steps shall be taken:
 - a. The staff member shall notify the Lieutenant/Sergeant of the situation and await orders, if possible.
 - b. If possible, the Lieutenant/Sergeant shall respond to the location to assess the situation and direct further action.
- 3. If it becomes necessary to use a firearm, the following precautions shall be observed, provided it is practical to do so, consistent with the goal of preventing death or serious bodily injury:
 - a. Circumstances permitting, a verbal order to cease the activity-giving rise to the use of deadly force shall be given before a shot is fired.
 - b. Shots shall not be fired if they are likely to endanger the safety of bystanders.
 - c. Warning shots shall not be fired under any circumstances.
 - d. Firearms shall not be discharged from a moving vehicle.
 - e. The intent shall be to “shoot to stop” rather than “shoot to kill.”
- 4. If deadly force has been used or has been authorized, the Lieutenant/Sergeant shall de-escalate the situation as quickly as possible and immediately direct the Control Officer to:

- a. Contact the Superintendent, CFA and ACFA;
 - b. Request the necessary emergency medical assistance to aid any injured persons;
 - c. Request the presence of police investigators from the Anne Arundel County Police by telephoning 911.
5. All personnel involved in an incident in which deadly force has been used shall be segregated from other staff and directed to refrain from discussing the incident with anyone other than police investigators.
6. Should deadly force be used by Transportation Officers, the following steps shall be taken:
- a. Immediately notify the local Police Department of the situation and request medical assistance for all injured persons through any means available (radio, telephone).
 - b. If within Anne Arundel County, request dispatch of appropriate police personnel to the location.
 - c. If outside Anne Arundel County, request Police Communications notify appropriate police personnel in that jurisdiction to respond to the location.
 - d. Secure the scene, preserve all evidence until relieved appropriate police personnel and remain alert to more danger.
 - e. As soon as possible, notify the Lieutenant/Sergeant who shall contact the CFA/ACFA and advise them of the incident.

D. Investigation and Reporting Use of Force Incidents

1. Where extemporaneous force has been used, Officers shall immediately notify the Sergeant/Lieutenant who shall respond to the scene.
2. Immediately following any use of force, the Sergeant/Lieutenant shall take the following measures and initiate an investigation:
 - a. Ensure the inmate is restrained;
 - b. Contact the Medical Unit to request that a QHCP report to the area to evaluate the inmate;

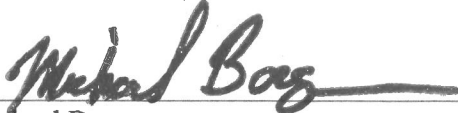
- c. Ensure that any injured employee completes a First Report of Injury Report and other reports required under applicable Administrative Directives.
 - d. Notify the ACFA of any injuries requiring more than minor medical attention or transport to a hospital in accordance with policy.
 - e. Remove any Officer or employee from the Post if s/he is unable to perform required duties. This may require Post reassignment for the duration of the shift.
 - f. Take photographs of all inmates involved in use of force and photograph any injuries to staff. Depending upon the circumstances, injuries may appear or change in appearance at some point later (bruising, swelling, etc.), in which case the Sergeant/Lieutenant should take additional photographs. Take photographs of staff injuries that are not minor in nature (e.g., scratches or other minor abrasions).
 - g. Conduct initial interviews with staff and inmate(s) to develop an overview of the situation.
3. The Sergeant/Lieutenant shall ensure every Officer and employee involved in or having observed the incident prepares a Use of Force Report (Appendix 2) in accordance with the following guidelines:
- a. Reports shall be completed immediately following the incident. When possible, Officers should be relieved to complete the report. When not possible, Officers may complete the report on Post.
 - b. Officers shall complete their reports independently and shall not be allowed to confer with others.
 - c. All reports (Medical, Security, Civilians) shall be turned into the Sergeant/Lieutenant before the end of shift.
 - d. The Sergeant/Lieutenant shall review all reports for accuracy and completeness, request additional clarification when necessary, and comment on the appropriateness of the force used. After completing the review, the Sergeant/Lieutenant shall complete a written overview of the entire incident and forward all reports to the ACFA by the end of the shift.
 - e. The Sergeant/Lieutenant shall document the location of strikes if intermediate force weapons are used.

4. The ACFA shall review all reports for accuracy and completeness, request additional clarification when necessary, and comment upon the appropriateness of the force used. Upon completion, the ACFA shall forward all reports to the CFA.
5. Within five (5) days after receipt of the reports, the CFA shall:
 - a. Find that staff reacted within the scope of their duties and utilized only necessary force.
 - b. Refer the matter back to the ACFA for investigation of any issues requiring clarification.
 - c. Find there is reason to believe staff reacted beyond the scope of their duties and applied more force than necessary. In this event, disciplinary action shall be initiated in accordance with AD 03.05.
 - d. Find that further investigation is necessary and refer the matter to the Criminal Investigation Division of Anne Arundel County Police Department.
6. In cases where deadly force was used, the CFA or the ACFA shall request an immediate investigation through the Anne Arundel County Police Department.

E. Recorded Videos

1. After an event has been recorded, the video shall be immediately submitted to and reviewed by the Sergeant/Lieutenant who shall consider its content in his/her assessment of the use of force and preparation of the overview.
2. The Custodian shall maintain a log for any recorded video requested for interdepartmental review. The log includes the name of the requesting individual, date and time the video is removed, the purpose of removal, the location to which the video will be taken and the date and time the recorded video is returned.

This directive shall be reviewed at least annually and revised as necessary.



Michael Borgese
Correctional Facility Administrator
Jennifer Road Detention Center



John Kelson
Correctional Facility Administrator
Ordnance Road Correctional Center

Rescinds: SOD 1.0A, dated August 1, 2002
 SOD 1.0A, dated May 5, 2009
 SOD 01.0A dated January 26, 2012
 SOD 01.0A October 27, 2017
 SOD 01.0A April 19, 2018
 SOD 01.0A January 3, 2022

Appendix 1 - Use of Force – Action Response Continuum of Control
Appendix 2 - Use of Force Report

Appendix Reference: SOD 01.0K – Chain of Custody