DEPARTMENT OF CORRECTIONS

Policy Number:	**103.2216**
Title:	**Corrections Officer Standardized Equipment**
Effective Date:	**6/19/18**

PURPOSE: To ensure all necessary equipment is provided to corrections officers and is consistent by facility custody level and facility type.

APPLICABILITY: Minnesota Department of Corrections (DOC); all facilities

DEFINITIONS:
Corrections officer – employees in the job classification of corrections officer one, two, three, lieutenant, and captain.

PROCEDURES:
A. All facilities must provide corrections officers with the following equipment:

Facility (Level)	Safety Pouch & Equipment	Irritant & Case	Handcuffs & Case	Utility Belt	Radio Holster	19'' Key Extension
Maximum (5)	X	X	X	X	X	X
Close (4)	X	X	X	X	X	X
Medium (3)	X	X	X	X	X	X
Minimum	X	X	X	X	X	X

B. The warden or designee ensures all staff receive initial and annual training in the use of issued equipment, in accordance with applicable policies. Training is documented in the DOC training management system.

C. The captain or designee ensures proper accountability for equipment issued to staff per this policy.

D. Corrections officers must return all issued equipment upon ending employment with the department. Facilities must maintain an inventory of all issued and returned equipment. The inventory is retained by the uniform lieutenant/designee.

INTERNAL CONTROLS:
A. Equipment inventories are retained by the uniform lieutenant/designee.

B. Training records are retained electronically in the DOC training management system.

ACA STANDARDS: 3-4191

REFERENCES: Minn. Stat. §§243.52; 241.01; 242.19 subd.3 and 242.43
Policy 301.081, "Use of Force and Restraints – Adult"

Policy 301.079, “Juvenile Restrictive Procedures Plan”
Policy 301.100, “Weapons Control”

REPLACES: Division Directive 103.2216, “Corrections Officer Standardized Equipment,” 4/19/16.
All facility policies, memos, or other communications whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:
Deputy Commissioner, Community Services
Deputy Commissioner, Facility Services
Assistant Commissioner, Facility Services
Assistant Commissioner, Operations Support