



San Diego County  
Sheriff's Office  
Employee/Public  
Screening Project

# Overall Purpose of Security Screening

To screen employees and visitors to prevent contraband and prohibited items from entering Sheriff's Detention Facilities or any area where incarcerated persons may be present.



The following items will be prohibited:

Items deemed illegal by local, state or federal law	Unauthorized Weapons – only sworn staff may possess a firearm or other Sheriff's Office assigned weapons at a Detention Facility	Marijuana and cannabis products	Vaping products and devices	Employee Medications- employees may only bring the amount of medication which is needed for an 18 hour period
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# Personnel

## Community Services Officers (3)

- Operate equipment, including x-ray, metal detectors. Report directly to sergeant on scene

## Facility Watch Commanders (1)

- Provide direction to CSOs and sergeants. Provide orders to staff being screened. Overall manager of the screening operation

## Sergeants (up to 3)

- Conduct ID checks, search bags and property, investigate suspected violations of policy

## K9 Teams

- Conduct K9 searches of property, work areas, common areas and vehicles

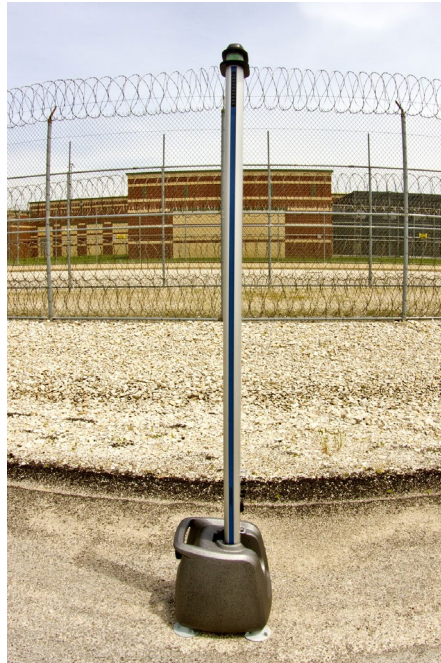
# Equipment

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Smiths Detection X-ray



Cellsense Plus Detector



Handheld detector



# Equipment continued

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Sheriff's K9s



Body Worn Cameras



Surveillance Video



# Employee Screening Flow

ID Check

X-ray inspection

Metal Detector

K9 sniff of staff and their belongings

Duration: up to 3 hours

Scalable depending on needs

# **If a staff member or visitor is suspected of having prohibited or illegal items during the screening process, the following procedure shall occur:**

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- The employee or visitor will be escorted to a private screening area with a sworn supervisor present
- A Sheriff's canine may conduct a secondary search
- The employee or visitor may be questioned if they are in possession of any illegal items, prohibited items, or items that may be an attempt to enter contraband into the Detention Facility
  - All employees shall be afforded employment rights provided for administrative investigations i.e., the Peace Officer Bill of Rights, Lybarger, Weingarten and other applicable rights/laws
- If it is determined based on probable cause that a crime has been committed, an arrest of the employee or visitor will take place
- Employees and visitors found to be in possession of illegal items are subject to detention, citation and/or arrest.
- Employees found in possession of a prohibited item(s), that are legal to possess, but deemed an attempt to enter contraband into the facility, based on the totality of the circumstances, may be subject to an administrative investigation.
- Persons found in possession of prohibited item(s) that are not deemed an attempt to enter contraband into the facility, will be asked to dispose of or return the item(s) to their vehicle or other secured area deemed acceptable by command.