



Ohio Administrative Code

Rule 5120:1-12-03 Security.

Effective: [May 12, 2024](#)

(A) Each twelve-hour facility shall maintain the following minimum standards in regard to security of the facility.

(1) (Essential) An established security perimeter.

(2) (Essential) A secure booking and release area.

(3) (Essential) Temporary weapons storage lockers or other secure storage at each point of entrance to the jail's security perimeter.

(4) (Essential) If installed, closed circuit televisions that are operational and preclude the monitoring of shower, toilet and clothing exchange areas.

(5) (Essential) A two-way communications system between central control, staffed posts and prisoner occupied areas. Prisoners are able to initiate communication with staffed posts.

(6) (Essential) Equipment necessary to maintain utilities, communications, security and fire protection in an emergency. Documentation supports that such equipment is tested quarterly and repaired or replaced as needed.

(B) Each twelve-hour facility shall have written policies and procedures, and practices which evidence, that the following minimum standards are maintained.

(1) (Important) Procedures govern availability, control inventory, storage, and use of firearms, less than lethal devices, and related security devices and specify the level of authority required for their access and use. Chemical agents and electrical disablers are used only with the authorization of the jail administrator or designee. Access to storage areas is restricted to authorized persons and the storage space is located in an area separate and apart from prisoner housing or activity areas.



- (2) (Important) All prisoners are searched whenever entering or leaving the jail's security perimeter.

- (3) (Important) Procedures and practices governing strip and body cavity searches following reception are developed and implemented in consultation with the county prosecutor, city attorney or law director consistent with section 2933.32 of the Revised Code.

- (4) (Essential) A plan to guide the jail's response to emergencies that all jail personnel are trained to implement and which includes procedures to be followed in situations that threaten jail security.

- (5) (Essential) The maintenance by staff of a log to record routine information, emergency situations and unusual incidents.

- (6) (Essential) An official count is conducted every shift to verify prisoners physical presence and identification. Jail staff conducting the count will record the count.

- (7) (Essential) Personal observation checks of prisoners are conducted every sixty minutes. Observation checks are conducted at varying times and documented after completion by the staff person performing the check.

- (8) (Essential) Prisoners in physical restraints are personally checked by staff every ten minutes. The report of the use of physical restraints will be reviewed and signed off by a non-involved supervisor or higher-ranking personnel. The use of physical restraints will be reviewed for policy compliance by the jail administrator or designee.

- (9) In regard to the use of force:
 - (a) (Essential) Use of force is limited to instances of justifiable self-defense, prevention of self-inflicted harm, protection of others, prevention of riot, escape or other crime and controlling or subduing a prisoner who refuses to obey a staff command or order.

 - (b) (Essential) Use of force is limited to the amount of force necessary to control a given situation . In no event is physical force used as punishment.



(c) (Essential) An examination and/or treatment by qualified health care personnel will be provided to prisoners or staff involved in a use of force incident when there is obvious physical injury or there is a complaint of injury or request for medical attention.

(d) (Essential) Use of force incidents will be recorded and reviewed by the jail administrator or designee.

(10) Contraband is defined in rules available to prisoners. All prisoner accessible areas of the jail are inspected for contraband and physical security deficiencies.

(a) (Important) Prisoner housing areas are inspected once a week in a manner that ensures all areas are inspected each month.

(b) (Important) Prisoner accessible areas are inspected in a manner that ensures all areas are inspected each month.

(c) (Essential) A security inspection of the jail is conducted once a month.

(d) (Essential) The jail administrator or designee is notified of any discovered contraband or physical security deficiencies.

(e) (Essential) The appropriate disposition of contraband and the remediation of physical security deficiencies is documented.

(11) (Important) No prisoner is given control of or authority over any other prisoner, security function or service activity.

(12) (Important) In regard to a key control system:

(a) A key control center for storing working and/or daily issue keys that is inaccessible to unauthorized persons will be maintained.



- (b) There is an accounting system for issuing and returning keys.
 - (c) There is a reporting system for documenting and repairing broken or malfunctioning keys or locks.
 - (d) A complete set of duplicate keys is maintained outside the jail's security perimeter inaccessible to unauthorized persons but accessible for jail needs.
 - (e) Prisoners are prohibited from handling jail security keys.
 - (f) Perimeter keys are prohibited from entering the jail's security perimeter except in an emergency.
 - (g) Emergency keys are marked or color-coded.
 - (h) The key control system includes provisions for access and authority to operate non-key operated locking devices (i.e., electrical controls, remote release levers.)
- (13) (Important) Toxic, corrosive and flammable substances and tools are:
- (a) Stored in a secure area;
 - (b) Used by prisoners only under direct staff supervision;
 - (c) Used only in accordance with manufacturer's instruction;
 - (d) Accessible only to authorized persons;