

**BUTTE COUNTY SHERIFF'S OFFICE  
DEPARTMENTAL ORDER**

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**TO:** ALL PERSONNEL

**FROM:** SHERIFF-CORONER

**SUBJECT:** CELL EXTRACTIONS

**DATE:** August 27, 2014

**POLICY:** Inmates who are housed in a cell and display violent or threatening behavior which may, or does result in physical harm to others or themselves, or in the destruction of property, may require removal for movement to a more secure location. Cell extractions will not be used for punishment or discipline. Cell extractions are not designed or authorized to be used in a large room.

**AUTHORITY:**

1. California Penal Code §6030 and §6036
2. California Code of Regulations, Title 15, Division 1, Chapter 1, §1058
3. Departmental Order 2010 – Impact Weapons

**ACTION:**

4. This order replaces Departmental Order 5018, dated July 06, 2011.
5. Effective immediately, the following actions and procedures shall be implemented:

**KORY L. HONEA  
SHERIFF-CORONER**

Distribution "C"

(REV/14)

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## I. PROCEDURES:

- A. Only the watch commander or higher authority may authorize a cell extraction.
- B. Only personnel trained in this procedure will be deployed as members of the extraction team.
  - 1. Equipment authorized for use:
    - a. poly-captor shield;
    - b. protective helmet with face shield;
    - c. short baton;
    - d. handcuffs;
    - e. leg restraints;
    - f. pepper ball system;
    - g. Taser;
    - h. flash-bang diversionary devices; and
    - i. K9 in situations where weapons are indicated.
  - 2. Cell extractions will be performed with a team of trained personnel consisting of the following:
    - a. watch commander – extraction team leader;
    - b. shield officer;
    - c. baton officer;
    - d. handcuff officer;
    - e. leg restraints officer; and
    - f. Video camera officer.
- C. While the team consists of six (6) personnel, only four (4) are involved in the actual cell entry, physical take down, restraint, and egress. The strategic placement of staff is as follows:
  - 1. door controller - this officer should be the watch commander and give the actual command for entry;

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2. shield officer - first team member in the cell, responsible for capturing the inmate with the shield;
  3. baton officer - second team member to enter the cell, responsible for providing coverage for other team members by rapidly, and repetitiously striking the inmate's shoulders and/or clavicle area;
  4. handcuff officer - third team member to enter the cell, responsible for assisting the leg restraint officer with the take down of the inmate and placing handcuffs on the inmate; and
  5. leg restraints officer - last team member to enter the cell, responsible for assisting the handcuff officer with the take down of the inmate restraining the legs.
- D. Once restrained the inmate will be allowed to walk out of the cell.
- E. The inmate is to be provided medical attention immediately upon completion of the extraction. Correctional staff requiring medical attention will be provided and documented by the Team Sergeant after securing the inmate. Equipment will be checked for damage and properly stored.
- F. An incident report and use of force report will be submitted anytime a cell extraction is performed. The incident report will contain, at a minimum:
1. circumstances surrounding the need for the extraction;
  2. use of diversionary devices, if applicable;
  3. notation of injuries and medical treatment provided;
  4. personnel involved and their assignment;
  5. date and time of incident;
  6. location of incident;
  7. name of subject; and
  8. video tape #.
- G. Copies of the incident report and use of force report will be forwarded to the operations correctional lieutenant and jail commander prior to going off duty.

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## II. TRAINING:

- A. The basic training for cell extractions will consist of four (4) hours of training with one hour dedicated to the use of the short baton. Training shall consist of:
  - 1. lecture;
  - 2. demonstration;
  - 3. practical application; and
  - 4. successful passing of a practical application test.
- B. Requalification will consist of:
  - 1. two (2) hours of training annually;
  - 2. thirty (30) minutes dedicated to the use of the short baton; and
  - 3. successfully passing of a practical application test.
- C. This instructor will document the training and forward the same to the division training manager for filing.