

Deleted a reference to the Department of Corrections' Special Assistance for Legal Affairs, Office of the Deputy Commissioner.

#### 10A:31-6.13 Reimbursement for costs of copying

(a) Pursuant to N.J.S.A. 47:1A-2, except as otherwise provided in this subchapter, adult county correctional facilities may charge the following fees for copying records deemed to be public:

1. First through 10th page \$0.75 per page
2. Eleventh through 20th page \$0.50 per page
3. Over 20 pages \$0.25 per page

(b) Governmental agencies or officers shall be exempt from payment of fees for copying records.

(c) The copying fees for documents or records other than records deemed to be public shall also be based on the fee schedule in (a) above.

(d) When or if fees for the copying of public records change in accordance with the N.J.S.A. 47:1A-2, these changes shall be published as a public notice in the New Jersey Register.

Amended by R.1993 d.635, effective December 6, 1993.  
See: 25 N.J.R. 4552(a), 25 N.J.R. 5475(a).

#### 10A:31-6.14 Security of Management Information System and inmate records

(a) The adult county correctional facility Administrator shall provide for the security of the Management Information System and inmate records, to include:

1. Verification;
2. Access to data; and
3. Protection of the privacy of inmates under the jurisdiction of the adult county correctional facility.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (a), substituted "adult county correctional facility" for "Jail".

### SUBCHAPTER 7. EMERGENCIES

#### 10A:31-7.1 Meeting emergencies

(a) Emergencies shall be met in a way which will safeguard the welfare of the inmate population, facility staff, and the public at large.

(b) All measures shall be taken to maintain effective security and restore normal conditions as expeditiously as possible.

(c) Each facility shall develop written plans for emergencies such as, but not limited to, passive resistance, work stoppage, escapes, riots and natural disasters.

(d) All emergency plans shall be implemented with appropriate consideration and care for both inmate and staff safety.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (c), inserted "but not limited to".

#### 10A:31-7.2 Passive resistance

(a) Each facility shall develop a written plan for maintaining security and custody of inmates, in the event of passive resistance by inmates.

(b) In the event of passive resistance by inmates, the facility shall be secured.

(c) Additional custody staff shall be readily available in passive resistance situations.

(d) Back up support shall be obtained from outside resources if, in the judgment of the adult county correctional facility Administrator or designee, the seriousness of the situation warrants.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (c), substituted "custody staff" for "correction officers"; and in (d), substituted "adult county correctional facility" for "Jail".

#### 10A:31-7.3 Work stoppage

(a) Each facility shall develop a written plan for maintaining custody of inmates and the safety and well-being of inmates and staff members in the event of a work stoppage or other job action by employees.

(b) The work stoppage plan shall incorporate the ongoing continuation of essential services which may involve agreements with other law enforcement agencies such as local and State police or other outside resources.

#### 10A:31-7.4 Escapes

(a) Each facility shall develop a written escape plan which shall be evaluated after each escape incident or escape attempt or at least once a year.

(b) All facility staff shall be trained in the specific action which is to be taken during or after an escape or an attempted escape.

(c) The adult county correctional facility Administrator or the ranking supervisor shall be in charge of the implementation of all emergency escape plans.

(d) All records and relevant information regarding an inmate involved in an escape shall be studied immediately and used in efforts to reapprehend or secure the inmate.

(e) Immediate notice shall be given to all appropriate agencies to protect public safety in the event of an escape.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (c), substituted "adult county correctional facility" for "Jail".

#### 10A:31-7.5 Riots

(a) Each facility shall develop a written emergency riot plan which shall be evaluated at least once a year and immediately following a riot.

(b) All facility staff shall be trained in the specific action which is to be taken during and after a riot.

(c) The adult county correctional facility Administrator or the ranking supervisory custody staff member shall be in charge of the implementation of all emergency riot plans.

(d) Immediate efforts shall be made to isolate the troubled area or segment of the inmate population.

(e) Only the restraining action that is necessary to adequately contend with the emergency situation shall be taken.

(f) Lethal forms of weaponry shall be used only with strict supervision and when the seriousness of the situation warrants, in the judgment of the adult county correctional facility Administrator or the ranking supervisory custody staff member.

(g) Immediate efforts shall be made to secure the facility and obtain as accurate a population count as possible.

(h) All available information shall be assessed and an appointed staff member or team shall be deployed to identify the cause of the riot and to initiate appropriate measures to resolve the situation.

(i) Due care shall be given to the safety of possible hostages, and special attempts shall be made to obtain their safe release.

(j) An alternative of safe return to security shall be offered to all inmates who select to cease and desist from continued participation in the riot.

(k) If the seriousness of the situation warrants, back up support shall be obtained from local law enforcement authorities.

(l) If the seriousness of the situation warrants, other relevant back up supports may be obtained from the community, such as medical, food service, emergency repairs, etc.

(m) The facility shall have a written post emergency plan which will be implemented as soon as the situation permits.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (c) substituted "adult county correctional facility" for "Jail" and "custody staff member" for "officer"; rewrote (f); and in (k) substituted "law enforcement authorities" for "and State police".

#### 10A:31-7.6 Natural disasters

(a) Each facility shall develop a written contingency plan which has been coordinated with the appropriate Department of Emergency Management, local law enforcement authorities, and such other agencies and resources needed to respond to a natural disaster.

(b) Each facility shall develop a written comprehensive contingency plan for the movement of large numbers of inmates, which has been coordinated with neighboring correctional facilities, local law enforcement authorities and such other community resources as required.

(c) The contingency plan in (a) and (b) above shall be reviewed and updated at least once a year.

Amended by R.2000 d.332, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).

In (a) and (b), substituted references to law enforcement authorities for references to the State police; and in (a), substituted a reference to the Department of Emergency Management for a reference to the Department of Civil Defense.

### SUBCHAPTER 8. SECURITY AND CONTROL

#### 10A:31-8.1 (Reserved)

Repealed by R.2000 d.322, effective August 7, 2000.  
See: 32 N.J.R. 1894(a), 32 N.J.R. 2945(a).  
Section was "Contraband defined".

#### 10A:31-8.2 Search of inmates and facilities

(a) Facilities and inmates may be searched as provided in this subchapter for the purpose of controlling and deterring the introduction and concealment of contraband.

(b) Each facility shall develop and implement a comprehensive written plan governing searches of facilities and inmates.

#### 10A:31-8.3 Search of inmates

(a) All inmates admitted to an adult county correctional facility shall be thoroughly searched.

(b) All searches shall be conducted under sanitary conditions, in a professional and dignified manner, with maximum courtesy and respect for the inmate's person.

(c) No inmate shall be searched as punishment or discipline.