

Australian Capital Territory

Corrections Management (Corrections Search Dogs) Operating Procedure 2022

Notifiable instrument NI2022-49

made under the

Corrections Management Act 2007, s14 (Corrections policies and operating procedures)

1 Name of instrument

This instrument is the *Corrections Management (Corrections Search Dogs) Operating Procedure 2022*.

2 Commencement

This instrument commences on the day after its notification day.

3 Operating Procedure

I make this operating procedure to facilitate the effective and efficient management of correctional services.

Ray Johnson APM
Commissioner
ACT Corrective Services
3 February 2022



OPERATING PROCEDURE	Corrections Search Dogs
OPERATING PROCEDURE NO.	S4.20
SCOPE	ACT Correctional Centres

PURPOSE

To provide instructions to staff on conducting searches using Corrections Search Dogs.

PROCEDURES

1 Conducting a search with a Corrections Search Dog

- 1.1 When carrying out searches using a Corrections Search Dog, three corrections officers are to be present. At least one of the officers must be a qualified dog handler.
- 1.2 When conducting a Corrections Search Dog search in the Visits Centre, the second corrections officer will instruct all visitors and detainees:
 - a. to remain seated or standing as directed by the qualified dog handler
 - b. not to attempt to talk to, pat the dog or interact with the dog in any way
 - c. not to use the toilet or retrieve items from lockers after completion of the search.

Note: if the above protocol is not followed, the search is to be repeated.

- 1.3 Prior to the search of a person commencing, the second corrections officer will give the following declaration:

"Under the Corrections Management Act 2007 you are going to be searched with the aid of a corrections dog. Please place your hands by your side and don't move. Do not attempt to touch or talk to the dog during the search. You have been warned it is a criminal offence to attempt to bring any form of contraband such as drugs, alcohol, money, prescribed or non-prescribed medication, weapons, syringes, electronic data storage devices, mobile phones or smart watches into a correctional centre. Before I conduct the search, is there any item in your possession that you wish to declare prior to the search commencing? If you need to use bathroom facilities or attend your locker, please do so now, as once the search commences you are not able to do so.

Thank you for your cooperation."

2. Religious considerations when conducting a search with a Corrections Search Dog

- 2.1 In some faiths, if a dog comes into contact with a religious item, the item may become impure. Officers must take all reasonable steps to ensure that religious items are isolated or removed from the area prior to a Corrections Search Dog searching in accordance with the Religious Considerations for Searches Operating Procedure.

3. Refusal to be searched by a Corrections Search Dog

- 3.1 Where a person refuses a search by a Corrections Search Dog, the person may be required to undergo another form of search in accordance with the Searching Policy or the Officer in Charge (OIC) may refuse the person entry into the correctional centre.
- 3.2 Where a staff member or visitor refuses to be searched by a Corrections Search Dog, they must be:
 - a. referred to the OIC
 - b. refused entry if they continue to refuse to be searched.
- 3.3 Where any person refuses a search by a Corrections Search Dog one of the searching officers must submit an incident report in accordance with the Incident Reporting, Notifications and Debriefs Procedure.

4. Indication by a Corrections Search Dog

- 4.1 Where a Corrections Search Dog indicates in relation to a person:
 - a. one of the searching officers must verify the dog's indication by another, secondary means of a search (e.g., x-ray, ordinary, frisk, wand search, surface drug test) in order to confirm the contraband finding
 - b. upon indication verification, one of the searching officers must inform the Area Manager (CO3)
 - c. the person will be asked to provide a reason for the dog indicating and offered the opportunity to declare any contraband
 - d. the searching officer must submit an incident report in accordance with the Incident Reporting, Notifications and Debriefs Procedure.
- 4.2 Where a Corrections Search Dog indicates in relation to a detainee, the detainee must be removed to a suitable location and interviewed to determine if there are grounds to conduct a strip search in accordance with the Searching Policy and Strip Search Operating Procedure. The detainee's cell may also be searched.
- 4.3 Where a Corrections Search Dog indicates in relation to a visitor or staff member, the OIC must refuse entry unless reasonable justification for the indication can be provided (Visits Policy).
- 4.4 On verification of a Corrections Search Dog indication in relation to a staff member, one of the searching officers must submit an integrity report.
- 4.5 On verification of the corrections search dog's indication, the OIC may notify police.
- 4.6 Prohibited things located under this procedure will be managed in accordance with the Management of Evidence Operating Policy.

5. Record keeping

- 5.1 All searches conducted under this procedure must be recorded on the canine search register, including any refusal to be searched by a Corrections Search Dog.

5.2 Targeted searches of detainees under this procedure must be recorded on the detainee's electronic record.

RELATED DOCUMENTS AND FORMS

- Searching Policy
- Searching Program
- Vehicle Searches Operating Procedure
- Cell Searches Operating Procedure
- Area Searches Operating Procedure
- Religious Considerations for Searches Operating Procedure
- Visits Policy
- Incident Reporting, Notifications and Debriefs Procedure

Corinne Justason
Deputy Commissioner Custodial Operations
ACT Corrective Services
31 January 2022

Document details

Criteria	Details
Document title:	<i>Corrections Management (Corrections Search Dogs) Operating Procedure 2022</i>
Document owner/approver:	Deputy Commissioner Custodial Operations, ACT Corrective Services
Date effective:	The day after the notification date
Review date:	3 years after the notification date
Responsible Officer:	Senior Director Operations
Compliance:	This operating procedure reflects the requirements of the <i>Corrections Management (Policy Framework) Policy 2020</i>

Version Control			
Version no.	Date	Description	Author
V1	January-22	First Issued	H Cheney