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Procedures in the Event of a Protest	ACA Standards: None		
Scott Crow, Director Oklahoma Department of Corrections		Signature on File	

Procedures in the Event of a Protest

A protest is defined as an expression or declaration of objection, disapproval, or dissent, often in opposition to something a person or group is powerless to prevent or avoid.

I. Notification of a Protest

In the event information is received regarding a potential protest at an Oklahoma Department of Corrections (ODOC) location, that information will be appropriately reported through the chain of command to the chief of Operations. The chief of Operations will be responsible for notifying the inspector general and the agency director. This information will be appropriately disseminated to ensure proper procedures are enacted in accordance with this procedure.

II. Procedures to be Implemented in the Event of a Protest at a Facility

The facility head will notify the appropriate administrator of Institutions/Community Corrections of a potential protest/ongoing protest at the facility. The following procedures will be implemented:

- A. No protesters will be allowed on state property in accordance with Oklahoma Statute 21 O.S. § 445 “Unauthorized Entry into a Penal Institution.”
- B. All exterior gates will be closed and secured.
- C. No staff/officer will work outside the secure perimeter alone.
- D. The facility will be mindful of essential services located outside the secure perimeter. This includes, but is not limited to service buildings and lift stations.
- E. If deemed necessary, the office of the Inspector General (OIG) will dispatch agents to the protest location during the protest timeframe.

1. If prior knowledge of the protest exists, the OIG will prepare an Operations Briefing Plan for approval by the inspector general or deputy inspector general.
- F. The facility will be mindful and maintain constant contact with the assigned agents and facility radios will be provided to the agents, as needed. The facility and OIG staff will meet in order to be able to quickly identify each other.
 - G. Local law enforcement will be contacted by the OIG to coordinate efforts as necessary.
 - H. Local medical facility/facilities will be identified and notified by the OIG in the event of a medical emergency.
 - I. The chief administrator of Institutions will be contacted by the chief of Operations to place the affected facility and neighboring facility CERT teams on standby as necessary in accordance with OP-051001 entitled "Correctional Emergency Response Team (CERT)."
 - J. The chief administrator of Community Corrections and Contract Services will be contacted by the chief of Operations to place local probation and parole officers on standby.
 - K. The facility will secure inmates inside their housing units, or work areas during the protest period.
 - L. The facility, in consultation with the chief administrator of Institutions or the chief administrator of Community Corrections and Contract Services will ensure a staffing plan is in place for adequate staffing for inside the facility that allows for the management of inmates during the planned protest.
 1. The facility head will ensure the staffing plan for their facility is made available to the appropriate staff, reviewed annually, and updated as necessary.
 - M. The facility, in consultation with the chief administrator of Institutions/chief administrator of Community Corrections and Contract Services, will identify all equipment vital to maintaining security, health and welfare of staff and inmates in accordance with [OP-050102](#) entitled "Departmental and Facility Emergency Plans for Riots, Disturbances, Utility Failures and Major Disasters for State Operated Facilities" or [OP-053001](#) entitled "Community Corrections Emergency Plans for Riots, Disturbances, Utility Failures and Major Disasters."
 - N. The facility will alert staff assigned to staff housing located outside the secure perimeter of any protest.
 - O. The facility will be prepared to operate their media briefing area in accordance with [OP-050102](#) entitled "Departmental and Facility Emergency

Plans for Riots, Disturbances, Utility Failures and Major Disasters for State Operated Facilities.”

- P. The facility head will maintain contact with local officials as necessary.
- Q. The chief administrator of Institutions or the chief administrator of Community Corrections and Contract Services will maintain contact with the facility head and provide updates to the agencies Communications unit.

III. Procedures to Be Implemented in the Event of a Protest at ODOC Administration

- A. The OIG will designate an area for protesters to gather.
- B. The OIG will monitor all areas outside of buildings.
- C. Local law enforcement will be contacted by the OIG to coordinate efforts as necessary.
- D. Local medical facility/facilities will be identified and notified by the OIG in the event of a medical emergency
- E. The officers assigned, and in conjunction with the Emergency Response Team (ERT), will provide security inside buildings.
- F. The chief of Operations and the OIG will communicate throughout the protest period about needs or changes.
- G. Any need to communicate to all staff will be managed through the public announcement (PA) system or individual calls to office areas where the PA is not connected.

IV. Use of Force/Power of Arrest During a Protest

A. Use of Force

Any use of force will be in accordance with [OP-050108](#) entitled “Use of Force Standards and Reportable Incidents.” Additionally, agents, officers, CERT members, or any other staff member utilized during a protest will act in accordance with any training received.

B. Power of Arrest

Staff members who are commissioned by the agency director may exercise the power of arrest in accordance with [OP-050108](#) entitled “Use of Force Standards and Reportable Incidents.”

V. References

Policy Statement P-050100 entitled “Emergency Plans for the Oklahoma Department of Corrections”

OP-050102 entitled "Departmental and Facility Emergency Plans for Riots, Disturbances, Utility Failures and Major Disasters for State Operated Facilities"

OP-050108 entitled "Use of Force Standards and Reportable Incidents"

OP-051001 entitled "Correctional Emergency Response Team (CERT)"

OP-053001 entitled "Community Corrections Emergency Plans for Riots, Disturbances, Utility Failures and Major Disasters."

Oklahoma State Statute 21 O.S. § 445 "Unauthorized Entry into a Penal Institution."

VI. Action

The facility head and OIG are responsible for compliance with this procedure and for developing local procedures.

The chief of Operations is responsible for compliance with this procedure and for the annual review and revisions.

Any exceptions to this procedure will require prior written approval from the director.

This procedure is effective as indicated.

Replaced: None. This is a new procedure.

Distribution: Policy and Operations Manual
Agency Website