

ATTACHMENT EE

NDOC SECURITY REGULATIONS

Nevada Department of Corrections (NDOC) Security Regulations

These regulations are not inclusive of all security regulations for each facility. It is the responsibility of the awarded vendor to adhere to all facility security regulations.

1. All persons employed by the contractor who will be entering prison grounds, prior to the commencement of any on-site work, will be required to complete a criminal history background application (DOC 560) and a Security Regulation Acknowledgement Form (DOC 047) Background checks are required in all instances and applicants are approved for entry under the company name on the application only.
2. If an employee knows any inmate incarcerated in the Nevada Department of Corrections it must be disclosed on the background application. Entrance to the institutions will be approved on a case by case basis.
3. A picture ID is required of all employees entering any institution.
4. Ex-felons will not be allowed entry on to any prison grounds without the express approval of the Director of the Department of Corrections.
5. Employees of the contractor who will be entering prison grounds will not be able to wear clothing similar to inmate clothing, i.e., blue jeans, blue shirts, without a business logo **and** without prior approval from the institution(s).
6. All contractor vehicles entering and leaving an institution will be thoroughly inspected. Any vehicle or individual will be subject to search at any time while on institution grounds. Vehicles that are left unattended while inside the institution must be locked.
7. The contractor is responsible for all tools brought on to prison grounds and must ensure that all tools are accounted for when completing on site work. All loose tools and equipment must be secured within their locked vehicle or assigned storage area.
8. Items that are lost or turn up missing will be reported to the Associate Warden of Operations (AWO) immediately. The institution will not be responsible for the contractor's tools, equipment, or materials. It is suggested that no valuables be brought into the institution.
9. No cell phones, PDA's, narcotics, alcohol, firearms or other weapons shall be carried on the premises. All contractors must ensure that, while at the facility, inmates do not have access to telecommunication devices in accordance with NRS 209.417 and NRS 212.165.
10. There shall be no fraternization with inmates.
Contractors will not communicate (Talk) or fraternize with inmates unless required.
 - A. The Department of Corrections has a Zero Tolerance policy for any form of sexual misconduct to include staff/contractor/or volunteer on inmate or inmate on inmate sexual harassment, sexual assault, sexual abusive contact and consensual sex. Any staff member/contractor/volunteer who engages in, fails to

report, or knowingly condones sexual harassment or sexual contact with or between inmates shall be subject to disciplinary action and may be subject to criminal prosecution. The Department shall take a proactive approach regarding the prevention, detection, response and punishment of any type of sexual contact.

B. If Sexual abuse or harassment is witnessed it must be reported to the Warden immediately.

11. All NDOC Institutions and Facilities are tobacco free. Tobacco products cannot be brought into any institution/ facility or used anywhere on prison grounds, including parking lots. Contractors must leave all tobacco products in locked vehicles in the parking lot. Vehicles will not be allowed to internal access to institution/facility carrying any tobacco products. Tobacco products may not be used while supervising inmates regardless of your location. Violation of this procedure will result in removal from prison property.

Contractor Initials RK