

ANNE ARUNDEL COUNTY DEPARTMENT OF DETENTION FACILITIES ADMINISTRATIVE DIRECTIVE	AD NO: 05.02 DATE: April 7, 2023 SUBJECT: Custody and Security TITLE: Emergency Plans FOR PUBLIC RELEASE: Yes
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- I. Reference: MCCS .01B, .01C, .01D, .02C, .02D
- II. Applicable to: Anne Arundel County Department of Detention Facilities (AACDDF)
- III. Purpose: To establish guidelines concerning the development and review of emergency plans relating to disturbances, fire suppression, contingency staffing, natural disaster, severe weather, escape, bomb threats, hazardous material spills, and power outages in order to ensure staff, public, visitor, and inmate safety.

IV. Policy

- A. It shall be the policy of the AACDDF to establish documented emergency plans addressing riots, disturbances, hostage-taking, fire suppression, contingency staffing, natural disaster, severe weather, escapes, bomb threats, power outages, hazardous material spills and other such circumstances.
- B. All Emergency Plans shall be available to each employee and shall be considered confidential. At no time shall an inmate or non-AACDDF employee be allowed access to these plans.
- C. All Emergency Plans shall be reviewed annually, with supporting documentation, with all AACDDF staff having direct contact with inmates as part of the In-Service Training Program. These plans shall also be included as part of the Correctional Entrance Level, Pre-Service and Orientation Training Programs for all new staff. Whenever the Plans are revised, staff shall be immediately advised of the change(s).
- D. Emergency Plans shall include a notification system to ensure employees are contacted in the minimum amount of time to respond as required.
- E. The Correctional Facility Administrator (CFA) or his/her designee shall ensure all Emergency Plans are reviewed and distributed to affected agencies whenever they are revised or a new agency head is appointed. Such reviews shall be requested, in writing, by the CFA or designee, with the correspondence received being forwarded to the Compliance Office.
- F. The Emergency Response and Evacuation, Fire Suppression, Disaster, Disturbance, Bomb Threat and Hazardous Material Spill Plans shall be reviewed by:

- Anne Arundel County Fire Department
 - Anne Arundel County Police Department
 - Baltimore Washington Medical Center
 - Anne Arundel Medical Center
- G. The Contingency Staffing and Power Outage Plans shall be reviewed by:
- Anne Arundel County Police Department
- H. The Emergency Response and Evacuation Plan shall be reviewed by:
- Anne Arundel County Fire Department
- I. The Escape Plan shall be reviewed by:
- Anne Arundel County Police Department
 - Maryland State Police – Glen Burnie Barracks
 - Annapolis Police Department
- J. During Inmate Orientation, all inmates shall be made aware of pertinent aspects of the Plans to ensure appropriate response.

This directive shall be reviewed at least annually and revised as necessary.



Christopher Klein
Superintendent

Rescinds: AD 5.2 dated November 1, 2005
AD 5.2 dated August 26, 2011
AD 05.02 dated October 14, 2014
AD 05.02 dated November 26, 2018
AD 05.02 dated April 8, 2020