

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: SHU LT Training 2011
Date: Monday, September 12, 2022 12:12:45 PM
Attachments: [SHU_Management.lj_\(002\).docx](#)

Lieutenant [REDACTED] attended LT training in 2011. Attached is the Lesson Plan/Instructor Guide from 2010 that was used to train her. Few points I found in the document.

Page 2: **NO SHORTCUTS!** - This is the most evident observation made in after actions, staff assist visits, video surveillance reviews and day to day activity observations.

Attention: Recent significant incidents occurring in SHU have demonstrated the need to review and focus on management, observation, and supervising all aspects of operations of a SHU. The increase and frequency of these significant events has signaled the need to train all BOP staff on proper policies and procedures for the orderly running of a SHU.

Motivation: SHU requires constant oversight and supervision from all levels and effective SHU Management starts with the administration and knowing the policy.

Page 3: Operations Lieutenant Responsibility

The Operations Lieutenant must visit SHU at least once per shift, if there is no Lieutenant assigned. This visit will be substantially more than just entering the unit, signing the log book, and talking with staff. Some of their responsibilities are to visit the unit each shift to walk each range, inspect logs, observe activities, provide training and review BP-292's for completion. They should periodically observe counts in this unit to ensure enforcement of procedures are being followed consistently.

I verified through BOP OIA that MCC New York did not have Lieutenant Post Orders. LT's would have been provided the SHU LT round expectations during their LT trainings. I am still waiting on [REDACTED] [REDACTED] official training records. Please let me know if you have any questions.

Thank you,
[REDACTED]