



MD
8/5/21



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET

L-TIER
DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1201	1202	[REDACTED]	8:00-8:30 AM	802	803	[REDACTED]	4:00-4:30 PM	401	402	[REDACTED]
12:30-1:00 AM	1233	1234	[REDACTED]	8:30-9:00 AM	836	837	[REDACTED]	4:30-5:00 PM	433	434	[REDACTED]
1:00-1:30 AM	103	104	[REDACTED]	9:00-9:30 AM	908	909	[REDACTED]	5:00-5:30 PM	503	504	[REDACTED]
1:30-2:00 AM	131	132	[REDACTED]	9:30-10:00 AM	940	941	[REDACTED]	5:30-6:00 PM	531	532	[REDACTED]
2:00-2:30 AM	201	202	[REDACTED]	10:00-10:30 AM	1011	1012	[REDACTED]	6:00-6:30 PM	601	602	[REDACTED]
2:30-3:00 AM	235	236	[REDACTED]	10:30-11:00 AM	1046	1047	[REDACTED]	6:30-7:00 PM	635	636	[REDACTED]
3:00-3:30 AM	301	302	[REDACTED]	11:00-11:30 AM	1108	1109	[REDACTED]	7:00-7:30 PM	701	702	[REDACTED]
3:30-4:00 AM	333	334	[REDACTED]	11:30-12:00 AM	1138	1139	[REDACTED]	7:30-8:00 PM	733	734	[REDACTED]
4:00-4:30 AM	406	407	[REDACTED]	12:00-12:30 PM	1213	1214	[REDACTED]	8:00-8:30 PM	806	807	[REDACTED]
4:30-5:00 AM	430	431	[REDACTED]	12:30-1:00 PM	1238	1239	[REDACTED]	8:30-9:00 PM	830	831	[REDACTED]
5:00-5:30 AM	500	501	[REDACTED]	1:00-1:30 PM	108	109	[REDACTED]	9:00-9:30 PM	900	901	[REDACTED]
5:30-6:00 AM	533	534	[REDACTED]	1:30-2:00 PM	140	141	[REDACTED]	9:30-10:00 PM	933	934	[REDACTED]
6:00-6:30 AM	602	603	[REDACTED]	2:00-2:30 PM	205	206	[REDACTED]	10:00-10:30 PM	1002	1003	[REDACTED]
6:30-7:00 AM	632	633	[REDACTED]	2:30-3:00 PM			[REDACTED]	10:30-11:00 PM	1032	1033	[REDACTED]
7:00-7:30 AM	702	703	[REDACTED]	3:00-3:30 PM			[REDACTED]	11:00-11:30 PM	1102	1103	[REDACTED]
7:30-8:00 AM	731	732	[REDACTED]	3:30-4:00 PM			[REDACTED]	11:30-12:00 PM	1131	1132	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
OPERATIONS
LIEUTENANT

EVENING WATCH
OPERATIONS
LIEUTENANT

A staff member must observe all inmates confined in a continuous locked down status, such as detention or disciplinary segregation, at least once in the first 30 minute period of the hour (except 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (except 12:30 a.m. - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____

MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
M-TIER

DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1203	1204	[Signature]	8:00-8:30 AM	811	812	[Signature]	4:00-4:30 PM	402	404	[Signature]
12:30-1:00 AM	1235	1236	[Signature]	8:30-9:00 AM	838	839	[Signature]	4:30-5:00 PM	435	436	[Signature]
1:00-1:30 AM	105	100	[Signature]	9:00-9:30 AM	910	911	[Signature]	5:00-5:30 PM	505	506	[Signature]
1:30-2:00 AM	133	134	[Signature]	9:30-10:00 AM	946	947	[Signature]	5:30-6:00 PM	533	534	[Signature]
2:00-2:30 AM	203	204	[Signature]	10:00-10:30 AM	1010	1011	[Signature]	6:00-6:30 PM	603	604	[Signature]
2:30-3:00 AM	237	238	[Signature]	10:30-11:00 AM	1037	1038	[Signature]	6:30-7:00 PM	637	638	[Signature]
3:00-3:30 AM	303	304	[Signature]	11:00-11:30 AM	1104	1109	[Signature]	7:00-7:30 PM	703	704	[Signature]
3:30-4:00 AM	335	330	[Signature]	11:30-12:00 AM	1150	1151	[Signature]	7:30-8:00 PM	735	736	[Signature]
4:00-4:30 AM	408	404	[Signature]	12:00-12:30 PM	1210	1211	[Signature]	8:00-8:30 PM	808	809	[Signature]
4:30-5:00 AM	432	433	[Signature]	12:30-1:00 PM	1238	1239	[Signature]	8:30-9:00 PM	832	833	[Signature]
5:00-5:30 AM	502	503	[Signature]	1:00-1:30 PM	108	109	[Signature]	9:00-9:30 PM	902	903	[Signature]
5:30-6:00 AM	535	536	[Signature]	1:30-2:00 PM	137	138	[Signature]	9:30-10:00 PM	935	936	[Signature]
6:00-6:30 AM	600	605	[Signature]	2:00-2:30 PM	211	212	[Signature]	10:00-10:30 PM	1004	1005	[Signature]
6:30-7:00 AM	634	635	[Signature]	2:30-3:00 PM				10:30-11:00 PM	1034	1035	[Signature]
7:00-7:30 AM	700	705	[Signature]	3:00-3:30 PM				11:00-11:30 PM	1104	1105	[Signature]
7:30-8:00 AM	733	734	[Signature]	3:30-4:00 PM				11:30-12:00 PM	1133	1134	[Signature]

MORNING WATCH OPERATIONS LIEUTENANT	[Signature]	DAY WATCH OPERATIONS LIEUTENANT	[Signature]	EVENING WATCH OPERATIONS LIEUTENANT	[Signature]
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



**MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-J**



DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1205	1206	[Signature]	8:00-8:30 AM	806	807	[Signature]	4:00-4:30 PM	405	406	[Signature]
12:30-1:00 AM	1237	1238	[Signature]	8:30-9:00 AM	839	840	[Signature]	4:30-5:00 PM	437	438	[Signature]
1:00-1:30 AM	107	108	[Signature]	9:00-9:30 AM	911	912	[Signature]	5:00-5:30 PM	504	505	[Signature]
1:30-2:00 AM	135	136	[Signature]	9:30-10:00 AM	941	942	[Signature]	5:30-6:00 PM	535	536	[Signature]
2:00-2:30 AM	205	206	[Signature]	10:00-10:30 AM	1011	1012	[Signature]	6:00-6:30 PM	605	606	[Signature]
2:30-3:00 AM	239	240	[Signature]	10:30-11:00 AM	1037	1038	[Signature]	6:30-7:00 PM	637	638	[Signature]
3:00-3:30 AM	305	306	[Signature]	11:00-11:30 AM	1106	1107	[Signature]	7:00-7:30 PM	705	706	[Signature]
3:30-4:00 AM	337	338	[Signature]	11:30-12:00 AM	1149	1150	[Signature]	7:30-8:00 PM	737	738	[Signature]
4:00-4:30 AM	410	411	[Signature]	12:00-12:30 PM	1211	1212	[Signature]	8:00-8:30 PM	810	811	[Signature]
4:30-5:00 AM	434	435	[Signature]	12:30-1:00 PM	1250	1251	[Signature]	8:30-9:00 PM	834	835	[Signature]
5:00-5:30 AM	504	505	[Signature]	1:00-1:30 PM	108	109	[Signature]	9:00-9:30 PM	904	905	[Signature]
5:30-6:00 AM	537	538	[Signature]	1:30-2:00 PM	148	149	[Signature]	9:30-10:00 PM	937	938	[Signature]
6:00-6:30 AM	606	607	[Signature]	2:00-2:30 PM	210	211	[Signature]	10:00-10:30 PM	1006	1007	[Signature]
6:30-7:00 AM	636	637	[Signature]	2:30-3:00 PM				10:30-11:00 PM	1030	1031	[Signature]
7:00-7:30 AM	707	708	[Signature]	3:00-3:30 PM				11:00-11:30 PM			[Signature]
7:30-8:00 AM	735	736	[Signature]	3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH
OPERATIONS
LIEUTENANT

[Signature]

DAY WATCH
OPERATIONS
LIEUTENANT

[Signature]

EVENING WATCH
OPERATIONS
LIEUTENANT

[Signature]

A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-K



DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1207	1208	[Signature]	8:00-8:30 AM	805	806	[Signature]	4:00-4:30 PM	407	408	[Signature]
12:30-1:00 AM	1259	1240	[Signature]	8:30-9:00 AM	830	838	[Signature]	4:30-5:00 PM	409	440	[Signature]
1:00-1:30 AM	109	110	[Signature]	9:00-9:30 AM	904	912	[Signature]	5:00-5:30 PM	504	510	[Signature]
1:30-2:00 AM	137	138	[Signature]	9:30-10:00 AM	938	939	[Signature]	5:30-6:00 PM	532	538	[Signature]
2:00-2:30 AM	207	208	[Signature]	10:00-10:30 AM	1011	1012	[Signature]	6:00-6:30 PM	607	608	[Signature]
2:30-3:00 AM	241	249	[Signature]	10:30-11:00 AM	1046	1049	[Signature]	6:30-7:00 PM	641	642	[Signature]
3:00-3:30 AM	307	308	[Signature]	11:00-11:30 AM	1115	1116	[Signature]	7:00-7:30 PM	707	708	[Signature]
3:30-4:00 AM	337	340	[Signature]	11:30-12:00 AM	1139	1140	[Signature]	7:30-8:00 PM	739	740	[Signature]
4:00-4:30 AM	402	413	[Signature]	12:00-12:30 PM	1211	1212	[Signature]	8:00-8:30 PM	812	813	[Signature]
4:30-5:00 AM	434	437	[Signature]	12:30-1:00 PM	1248	1249	[Signature]	8:30-9:00 PM	836	839	[Signature]
5:00-5:30 AM	506	507	[Signature]	1:00-1:30 PM	111	112	[Signature]	9:00-9:30 PM	906	907	[Signature]
5:30-6:00 AM	539	540	[Signature]	1:30-2:00 PM	150	151	[Signature]	9:30-10:00 PM	909	940	[Signature]
6:00-6:30 AM	608	609	[Signature]	2:00-2:30 PM	208	209	[Signature]	10:00-10:30 PM	1008	1009	[Signature]
6:30-7:00 AM	638	639	[Signature]	2:30-3:00 PM				10:30-11:00 PM	1030	1031	[Signature]
7:00-7:30 AM	707	708	[Signature]	3:00-3:30 PM				11:00-11:30 PM			[Signature]
7:30-8:00 AM	737	738	[Signature]	3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	[Signature]	DAY WATCH OPERATIONS LIEUTENANT	[Signature]	EVENING WATCH OPERATIONS LIEUTENANT	[Signature]
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____
CAPTAIN _____



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-G



DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1209	1210	[Signature]	8:00-8:30 AM	808	809	[Signature]	4:00-4:30 PM	409	410	[Signature]
12:30-1:00 AM	1241	1242	[Signature]	8:30-9:00 AM	850	851	[Signature]	4:30-5:00 PM	441	442	[Signature]
1:00-1:30 AM	111	112	[Signature]	9:00-9:30 AM	911	912	[Signature]	5:00-5:30 PM	511	512	[Signature]
1:30-2:00 AM	137	140	[Signature]	9:30-10:00 AM	946	947	[Signature]	5:30-6:00 PM	537	540	[Signature]
2:00-2:30 AM	204	210	[Signature]	10:00-10:30 AM	1010	1011	[Signature]	6:00-6:30 PM	609	610	[Signature]
2:30-3:00 AM	243	244	[Signature]	10:30-11:00 AM	1040	1041	[Signature]	6:30-7:00 PM	643	644	[Signature]
3:00-3:30 AM	304	310	[Signature]	11:00-11:30 AM	1118	1119	[Signature]	7:00-7:30 PM	709	710	[Signature]
3:30-4:00 AM	341	342	[Signature]	11:30-12:00 AM	1150	1151	[Signature]	7:30-8:00 PM	741	742	[Signature]
4:00-4:30 AM	414	415	[Signature]	12:00-12:30 PM	1211	1212	[Signature]	8:00-8:30 PM	814	815	[Signature]
4:30-5:00 AM	436	439	[Signature]	12:30-1:00 PM	1243	1244	[Signature]	8:30-9:00 PM	838	839	[Signature]
5:00-5:30 AM	508	509	[Signature]	1:00-1:30 PM	108	109	[Signature]	9:00-9:30 PM	908	909	[Signature]
5:30-6:00 AM	541	542	[Signature]	1:30-2:00 PM	138	139	[Signature]	9:30-10:00 PM	941	942	[Signature]
6:00-6:30 AM	610	611	[Signature]	2:00-2:30 PM	211	212	[Signature]	10:00-10:30 PM	1010	1011	[Signature]
6:30-7:00 AM	610	641	[Signature]	2:30-3:00 PM				10:30-11:00 PM	1040	1041	[Signature]
7:00-7:30 AM	709	710	[Signature]	3:00-3:30 PM				11:00-11:30 PM			[Signature]
7:30-8:00 AM	737	740	[Signature]	3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	[Signature]	DAY WATCH OPERATIONS LIEUTENANT	[Signature]	EVENING WATCH OPERATIONS LIEUTENANT	[Signature]
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



**MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZA
TIER-H**



DATE: 08/09/2019

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12 ¹¹	12 ¹²		8:00-8:30 AM	8 ¹³	8 ¹⁴		4:00-4:30 PM	4 ¹¹	4 ¹²	
12:30- 1:00 AM	12 ⁴³	12 ⁴⁴		8:30- 9:00 AM	8 ⁵²	8 ⁵³		4:30-5:00 PM	4 ⁴³	4 ⁴⁴	
1:00-1:30 AM	1 ³	1 ⁴		9:00-9:30 AM	9 ¹¹	9 ¹²		5:00-5:30 PM	5 ¹³	5 ¹⁴	
1:30-2:00 AM	1 ⁴¹	1 ⁴²		9:30-10:00 AM	9 ⁴¹	9 ⁴²		5:30-6:00 PM	5 ⁴¹	5 ⁴²	
2:00-2:30 AM	2 ¹¹	2 ¹²		10:00-10:30 AM	10 ¹²	10 ¹³		6:00-6:30 PM	10 ¹¹	10 ¹²	
2:30-3:00 AM	2 ⁴⁵	2 ⁴⁶		10:30-11:00 AM	10 ³¹	10 ³²		6:30-7:00 PM	10 ⁴⁰	10 ⁴¹	
3:00-3:30 AM	3 ¹¹	3 ¹²		11:00-11:30 AM	11 ¹²	11 ¹³		7:00-7:30 PM	7 ¹¹	7 ¹²	
3:30-4:00 AM	3 ⁴³	3 ⁴⁴		11:30-12:00 AM	11 ³⁷	11 ³⁸		7:30-8:00 PM	7 ⁴³	7 ⁴⁴	
4:00-4:30 AM	4 ¹¹	4 ¹²		12:00-12:30 PM	12 ¹⁸	12 ¹⁹		8:00-8:30 PM	8 ¹⁰	8 ¹¹	
4:30-5:00 AM	4 ⁴⁰	4 ⁴¹		12:30- 1:00 PM	12 ⁴⁴	12 ⁴⁵		8:30- 9:00 PM	8 ⁴⁰	8 ⁴¹	
5:00-5:30 AM	5 ¹⁰	5 ¹¹		1:00-1:30 PM	1 ⁰⁸	1 ⁰⁹		9:00-9:30 PM	9 ¹⁰	9 ¹¹	
5:30-6:00 AM	5 ⁴³	5 ⁴⁴		1:30-2:00 PM	1 ³⁷	1 ³⁸		9:30-10:00 PM	9 ⁴³	9 ⁴⁴	
6:00-6:30 AM	6 ¹²	6 ¹³		2:00-2:30 PM	2 ⁰⁸	2 ⁰⁹		10:00-10:30 PM	10 ¹²	10 ¹³	
6:30-7:00 AM	6 ⁴²	6 ⁴³		2:30-3:00 PM				10:30-11:00 PM	10 ⁴²	10 ⁴³	
7:00-7:30 AM	7 ¹¹	7 ¹²		3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM	7 ⁴¹	7 ⁴²		3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT		DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 a.m. - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
ZB



DATE: 8-9-19

TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	12:00 AM	12:30	D. Whit	8:00-8:30 AM	8:13	8:15	SB	4:00-4:30 PM	4:05	4:08	MASON
12:30-1:00 AM	12:30	1:03	D. Whit	8:30-9:00 AM	8:48	8:50	SB	4:30-5:00 PM	4:32	4:35	MASON
1:00-1:30 AM	1:00	1:03	D. Whit	9:00-9:30 AM	9:08	9:10	SB	5:00-5:30 PM	5:01	5:04	MASON
1:30-2:00 AM	1:30	1:33	D. Whit	9:30-10:00 AM	9:36	9:38	SB	5:30-6:00 PM	5:36	5:38	MASON
2:00-2:30 AM	2:00	2:03	D. Whit	10:00-10:30 AM	10:12	10:14	SB	6:00-6:30 PM	6:03	6:06	MASON
2:30-3:00 AM	2:30	2:33	D. Whit	10:30-11:00 AM	10:47	10:49	SB	6:30-7:00 PM	6:31	6:33	MASON
3:00-3:30 AM	3:00	3:03	D. Whit	11:00-11:30 AM	11:22	11:24	SB	7:00-7:30 PM	7:07	7:09	MASON
3:30-4:00 AM	3:30	3:33	D. Whit	11:30-12:00 AM	11:57	11:59	SB	7:30-8:00 PM	7:35	7:38	MASON
4:00-4:30 AM	4:00	4:03	D. Whit	12:00-12:30 PM	12:11	12:13	SB	8:00-8:30 PM	8:02	8:04	MASON
4:30-5:00 AM	4:30	4:33	D. Whit	12:30-1:00 PM	12:36	12:38	SB	8:30-9:00 PM	8:39	8:42	MASON
5:00-5:30 AM	5:00	5:03	D. Whit	1:00-1:30 PM	1:24	1:26	SB	9:00-9:30 PM	9:10	9:13	MASON
5:30-6:00 AM	5:30	5:33	D. Whit	1:30-2:00 PM	1:41	1:43	SB	9:30-10:00 PM	9:43	9:46	MASON
6:00-6:30 AM	6:00	6:03	D. Whit	2:00-2:30 PM	2:03	2:05	SB	10:00-10:30 PM	10:14	10:17	MASON
6:30-7:00 AM	6:30	6:33	D. Whit	2:30-3:00 PM	2:23	2:25	SB	10:30-11:00 PM	10:46	10:49	MASON
7:00-7:30 AM	7:00	7:03	D. Whit	3:00-3:30 PM	3:09	3:11	SB	11:00-11:30 PM	11:19	11:21	MASON
7:30-8:00 AM	7:30	7:33	D. Whit	3:30-4:00 PM	3:44	3:51	SB	11:30-12:00 PM	11:46	11:52	MASON

MORNING WATCH
OPERATIONS
LIEUTENANT

[Signature]

DAY WATCH
OPERATIONS
LIEUTENANT

[Signature]

EVENING WATCH
OPERATIONS
LIEUTENANT

[Signature]

A staff member must observe all inmates confined in a continuous locked down status, such as administrative detention or disciplinary segregation, at least once in the first 30 minute period of the hour (example, 12:00 a.m. - 12:30 a.m.) followed by another round in the second 30 minutes period of the same hour (example, 12:30 am - 1:00 a.m.), thus ensuring an inmate is observed at least twice per hour. These rounds are to be conducted on an irregular schedule and no more than 40 minutes apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT: _____

CAPTAIN _____

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