



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET  
ZB

DATE: 7/15/19

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	1200	1230		8:00-8:30 AM	803	806		4:00-4:30 PM	416	419	
12:30- 1:00 AM	1230	1245		8:30- 9:00 AM	849	851		4:30-5:00 PM	442	445	
1:00-1:30 AM	130	110		9:00-9:30 AM	916	919		5:00 -5:30 PM	507	510	
1:30-2:00 AM	135	145		9:30-10:00 AM	944	946		5:30-6:00 PM	534	537	
2:00-2:30 AM	205	210		10:00-10:30 AM	1005	1011		6:00-6:30 PM	622	625	
2:30-3:00 AM	230	240		10:30-11:00 AM	1041	1044		6:30-7:00 PM	647	650	
3:00-3:30 AM	300	305		11:00-11:30 AM	1106	1108		7:00-7:30 PM	715	718	
3:30-4:00 AM	330	340		11:30-12:00 AM	1153	1156		7:30-8:00 PM	733	736	
4:00-4:30 AM	400	405		12:00-12:30 PM	1211	1213		8:00-8:30 PM	807	810	
4:30-5:00 AM	430	435		12:30- 1:00 PM	1246	1248		8:30- 9:00 PM	842	845	
5:00 -5:30 AM	500	505		1:00-1:30 PM	109	112		9:00-9:30 PM	910	919	
5:30-6:00 AM	530	535		1:30-2:00 PM	151	154		9:30-10:00 PM	954	957	
6:00-6:30 AM	600	605		2:00-2:30 PM	219	222		10:00-10:30 PM	1007	1010	
6:30-7:00 AM	635	635		2:30-3:00 PM	236	239		10:30-11:00 PM	1043	1050	
7:00-7:30 AM	700	705		3:00-3:30 PM	303	305		11:00-11:30 PM	1122	1125	
7:30-8:00 AM	730	735		3:30-4:00 PM	331	333		11:30-12:00 PM	1149	1152	

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 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: 07/15/2019

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	1206	1208	[REDACTED]	8:00-8:30 AM	809	810	[REDACTED]	4:00-4:30 PM	410	411	[REDACTED]
12:30- 1:00 AM	1238	1239	[REDACTED]	8:30- 9:00 AM	841	842	[REDACTED]	4:30-5:00 PM	440	441	[REDACTED]
1:00-1:30 AM	105	106	[REDACTED]	9:00-9:30 AM	923	924	[REDACTED]	5:00-5:30 PM	519	520	[REDACTED]
1:30-2:00 AM	137	138	[REDACTED]	9:30-10:00 AM	948	949	[REDACTED]	5:30-6:00 PM	541	542	[REDACTED]
2:00-2:30 AM	206	207	[REDACTED]	10:00-10:30 AM	1010	1011	[REDACTED]	6:00-6:30 PM	611	612	[REDACTED]
2:30-3:00 AM	242	243	[REDACTED]	10:30-11:00 AM	1041	1042	[REDACTED]	6:30-7:00 PM	641	642	[REDACTED]
3:00-3:30 AM	308	309	[REDACTED]	11:00-11:30 AM	1120	1121	[REDACTED]	7:00-7:30 PM	709	710	[REDACTED]
3:30-4:00 AM	335	336	[REDACTED]	11:30-12:00 AM	1140	1141	[REDACTED]	7:30-8:00 PM	740	741	[REDACTED]
4:00-4:30 AM	400	401	[REDACTED]	12:00-12:30 PM	1219	1220	[REDACTED]	8:00-8:30 PM	818	819	[REDACTED]
4:30-5:00 AM	436	437	[REDACTED]	12:30- 1:00 PM	1220	1221	[REDACTED]	8:30- 9:00 PM	842	843	[REDACTED]
5:00 -5:30 AM	511	512	[REDACTED]	1:00-1:30 PM	1254	1255	[REDACTED]	9:00-9:30 PM	918	919	[REDACTED]
5:30-6:00 AM	538	539	[REDACTED]	1:30-2:00 PM	116	117	[REDACTED]	9:30-10:00 PM	940	941	[REDACTED]
6:00-6:30 AM	606	607	[REDACTED]	2:00-2:30 PM	147	148	[REDACTED]	10:00-10:30 PM	1018	1019	[REDACTED]
6:30-7:00 AM	634	635	[REDACTED]	2:30-3:00 PM	255	256	[REDACTED]	10:30-11:00 PM	1041	1042	[REDACTED]
7:00-7:30 AM	702	703	[REDACTED]	3:00-3:30 PM	318	319	[REDACTED]	11:00-11:30 PM	1112	1113	[REDACTED]
7:30-8:00 AM	734	735	[REDACTED]	3:30-4:00 PM	351	352	[REDACTED]	11:30-12:00 PM	1140	1141	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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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: 07/15/2019

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	[REDACTED]	8:00-8:30 AM	811	812	[REDACTED]	4:00-4:30 PM	412	413	[REDACTED]
12:30- 1:00 AM	1239	1240	[REDACTED]	8:30- 9:00 AM	843	844	[REDACTED]	4:30-5:00 PM	442	443	[REDACTED]
1:00-1:30 AM	106	107	[REDACTED]	9:00-9:30 AM	925	926	[REDACTED]	5:00 -5:30 PM	521	522	[REDACTED]
1:30-2:00 AM	138	139	[REDACTED]	9:30-10:00 AM	950	951	[REDACTED]	5:30-6:00 PM	543	544	[REDACTED]
2:00-2:30 AM	207	208	[REDACTED]	10:00-10:30 AM	1011	1012	[REDACTED]	6:00-6:30 PM	613	614	[REDACTED]
2:30-3:00 AM	243	244	[REDACTED]	10:30-11:00 AM	1040	1041	[REDACTED]	6:30-7:00 PM	643	644	[REDACTED]
3:00-3:30 AM	309	310	[REDACTED]	11:00-11:30 AM	1117	1118	[REDACTED]	7:00-7:30 PM	711	712	[REDACTED]
3:30-4:00 AM	338	339	[REDACTED]	11:30-12:00 AM	1146	1147	[REDACTED]	7:30-8:00 PM	742	743	[REDACTED]
4:00-4:30 AM	411	412	[REDACTED]	12:00-12:30 PM	1222	1223	[REDACTED]	8:00-8:30 PM	820	821	[REDACTED]
4:30-5:00 AM	437	438	[REDACTED]	12:30- 1:00 PM	1256	1257	[REDACTED]	8:30- 9:00 PM	844	845	[REDACTED]
5:00 -5:30 AM	512	513	[REDACTED]	1:00-1:30 PM	118	119	[REDACTED]	9:00-9:30 PM	920	921	[REDACTED]
5:30-6:00 AM	539	540	[REDACTED]	1:30-2:00 PM	149	150	[REDACTED]	9:30-10:00 PM	942	943	[REDACTED]
6:00-6:30 AM	607	608	[REDACTED]	2:00-2:30 PM	249	250	[REDACTED]	10:00-10:30 PM	1020	1021	[REDACTED]
6:30-7:00 AM	634	637	[REDACTED]	2:30-3:00 PM	257	258	[REDACTED]	10:30-11:00 PM	1043	1044	[REDACTED]
7:00-7:30 AM	704	705	[REDACTED]	3:00-3:30 PM	320	321	[REDACTED]	11:00-11:30 PM	1115	1116	[REDACTED]
7:30-8:00 AM	732	734	[REDACTED]	3:30-4:00 PM	353	354	[REDACTED]	11:30-12:00 PM	1142	1143	[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 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 documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN



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



DATE: 07/15/2019

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	1202	1203	[REDACTED]	8:00-8:30 AM	801	802	[REDACTED]	4:00-4:30 PM	402	403	[REDACTED]
12:30- 1:00 AM	1234	1235	[REDACTED]	8:30- 9:00 AM	833	834	[REDACTED]	4:30-5:00 PM	432	433	[REDACTED]
1:00-1:30 AM	101	102	[REDACTED]	9:00-9:30 AM	915	916	[REDACTED]	5:00 -5:30 PM	510	511	[REDACTED]
1:30-2:00 AM	133	134	[REDACTED]	9:30-10:00 AM	941	941	[REDACTED]	5:30-6:00 PM	532	533	[REDACTED]
2:00-2:30 AM	202	203	[REDACTED]	10:00-10:30 AM	1016	1015	[REDACTED]	6:00-6:30 PM	602	603	[REDACTED]
2:30-3:00 AM	238	239	[REDACTED]	10:30-11:00 AM	1052	1053	[REDACTED]	6:30-7:00 PM	633	635	[REDACTED]
3:00-3:30 AM	304	305	[REDACTED]	11:00-11:30 AM	1122	1123	[REDACTED]	7:00-7:30 PM	705	706	[REDACTED]
3:30-4:00 AM	321	332	[REDACTED]	11:30-12:00 AM	1140	1141	[REDACTED]	7:30-8:00 PM	732	733	[REDACTED]
4:00-4:30 AM	406	407	[REDACTED]	12:00-12:30 PM	1212	1213	[REDACTED]	8:00-8:30 PM	810	811	[REDACTED]
4:30-5:00 AM	432	433	[REDACTED]	12:30- 1:00 PM	1246	1247	[REDACTED]	8:30- 9:00 PM	833	835	[REDACTED]
5:00 -5:30 AM	507	508	[REDACTED]	1:00-1:30 PM	108	109	[REDACTED]	9:00-9:30 PM	910	911	[REDACTED]
5:30-6:00 AM	534	535	[REDACTED]	1:30-2:00 PM	139	146	[REDACTED]	9:30-10:00 PM	932	933	[REDACTED]
6:00-6:30 AM	602	603	[REDACTED]	2:00-2:30 PM	215	216	[REDACTED]	10:00-10:30 PM	1010	1011	[REDACTED]
6:30-7:00 AM	636	637	[REDACTED]	2:30-3:00 PM	247	248	[REDACTED]	10:30-11:00 PM	1032	1033	[REDACTED]
7:00-7:30 AM	708	709	[REDACTED]	3:00-3:30 PM	310	311	[REDACTED]	11:00-11:30 PM	1102	1103	[REDACTED]
7:30-8:00 AM	738	739	[REDACTED]	3:30-4:00 PM	343	345	[REDACTED]	11:30-12:00 PM	1132	1133	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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

[REDACTED]



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



DATE: 07/15/2019

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	[REDACTED]	8:00-8:30 AM	803	804	[REDACTED]	4:00-4:30 PM	404	405	[REDACTED]
12:30- 1:00 AM	1235	1236	[REDACTED]	8:30- 9:00 AM	835	836	[REDACTED]	4:30-5:00 PM	434	435	[REDACTED]
1:00-1:30 AM	102	103	[REDACTED]	9:00-9:30 AM	917	918	[REDACTED]	5:00-5:30 PM	512	513	[REDACTED]
1:30-2:00 AM	134	135	[REDACTED]	9:30-10:00 AM	942	943	[REDACTED]	5:30-6:00 PM	534	535	[REDACTED]
2:00-2:30 AM	203	204	[REDACTED]	10:00-10:30 AM	1020	1021	[REDACTED]	6:00-6:30 PM	604	605	[REDACTED]
2:30-3:00 AM	239	240	[REDACTED]	10:30-11:00 AM	1052	1053	[REDACTED]	6:30-7:00 PM	636	637	[REDACTED]
3:00-3:30 AM	305	306	[REDACTED]	11:00-11:30 AM	1118	1119	[REDACTED]	7:00-7:30 PM	707	708	[REDACTED]
3:30-4:00 AM	332	333	[REDACTED]	11:30-12:00 AM	1143	1144	[REDACTED]	7:30-8:00 PM	734	735	[REDACTED]
4:00-4:30 AM	407	408	[REDACTED]	12:00-12:30 PM	1214	1215	[REDACTED]	8:00-8:30 PM	812	813	[REDACTED]
4:30-5:00 AM	433	434	[REDACTED]	12:30- 1:00 PM	1248	1249	[REDACTED]	8:30- 9:00 PM	836	837	[REDACTED]
5:00-5:30 AM	508	509	[REDACTED]	1:00-1:30 PM	140	141	[REDACTED]	9:00-9:30 PM	912	913	[REDACTED]
5:30-6:00 AM	535	536	[REDACTED]	1:30-2:00 PM	141	142	[REDACTED]	9:30-10:00 PM	933	934	[REDACTED]
6:00-6:30 AM	603	604	[REDACTED]	2:00-2:30 PM	217	218	[REDACTED]	10:00-10:30 PM	1012	1013	[REDACTED]
6:30-7:00 AM	634	636	[REDACTED]	2:30-3:00 PM	249	251	[REDACTED]	10:30-11:00 PM	1036	1037	[REDACTED]
7:00-7:30 AM	701	703	[REDACTED]	3:00-3:30 PM	312	313	[REDACTED]	11:00-11:30 PM	1106	1107	[REDACTED]
7:30-8:00 AM	733	734	[REDACTED]	3:30-4:00 PM	345	346	[REDACTED]	11:30-12:00 PM	1134	1135	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

EVENING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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 documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN

[REDACTED]



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



DATE: 07/15/2019

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	[REDACTED]	8:00-8:30 AM	807	808	[REDACTED]	4:00-4:30 PM	408	409	[REDACTED]
12:30- 1:00 AM	1237	1238	[REDACTED]	8:30- 9:00 AM	839	840	[REDACTED]	4:30-5:00 PM	438	439	[REDACTED]
1:00-1:30 AM	104	105	[REDACTED]	9:00-9:30 AM	921	922	[REDACTED]	5:00 -5:30 PM	517	518	[REDACTED]
1:30-2:00 AM	136	137	[REDACTED]	9:30-10:00 AM	946	947	[REDACTED]	5:30-6:00 PM	539	540	[REDACTED]
2:00-2:30 AM	205	206	[REDACTED]	10:00-10:30 AM	1011	1012	[REDACTED]	6:00-6:30 PM	609	610	[REDACTED]
2:30-3:00 AM	241	242	[REDACTED]	10:30-11:00 AM	1043	1044	[REDACTED]	6:30-7:00 PM	639	640	[REDACTED]
3:00-3:30 AM	307	308	[REDACTED]	11:00-11:30 AM	1119	1120	[REDACTED]	7:00-7:30 PM	711	712	[REDACTED]
3:30-4:00 AM	339	335	[REDACTED]	11:30-12:00 AM	1143	1144	[REDACTED]	7:30-8:00 PM	738	739	[REDACTED]
4:00-4:30 AM	409	410	[REDACTED]	12:00-12:30 PM	1218	1219	[REDACTED]	8:00-8:30 PM	816	817	[REDACTED]
4:30-5:00 AM	435	436	[REDACTED]	12:30- 1:00 PM	1252	1253	[REDACTED]	8:30- 9:00 PM	840	841	[REDACTED]
5:00 -5:30 AM	510	511	[REDACTED]	1:00-1:30 PM	114	115	[REDACTED]	9:00-9:30 PM	916	917	[REDACTED]
5:30-6:00 AM	537	538	[REDACTED]	1:30-2:00 PM	145	146	[REDACTED]	9:30-10:00 PM	937	938	[REDACTED]
6:00-6:30 AM	605	606	[REDACTED]	2:00-2:30 PM	229	227	[REDACTED]	10:00-10:30 PM	1016	1017	[REDACTED]
6:30-7:00 AM	634	635	[REDACTED]	2:30-3:00 PM	253	254	[REDACTED]	10:30-11:00 PM	1039	1040	[REDACTED]
7:00-7:30 AM	708	709	[REDACTED]	3:00-3:30 PM	314	319	[REDACTED]	11:00-11:30 PM	1110	1111	[REDACTED]
7:30-8:00 AM	735	737	[REDACTED]	3:30-4:00 PM	349	350	[REDACTED]	11:30-12:00 PM	1138	1139	[REDACTED]

MORNING WATCH  
 OPERATIONS  
 LIEUTENANT

[REDACTED]

DAY WATCH  
 OPERATIONS  
 LIEUTENANT

[REDACTED]

EVENING WATCH  
 OPERATIONS  
 LIEUTENANT

[REDACTED]

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

[REDACTED]