



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET



ZB

DATE: 8/5/19

TIME RAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE	TIME FRAME	TIME START	TIME END	SIGNATURE
12:00-12:30 AM	1208	1211	[REDACTED]	8:00-8:30 AM	802	804	[REDACTED]	4:00-4:30 PM	405	408	[REDACTED]
12:30- 1:00 AM	1240	1243	[REDACTED]	8:30- 9:00 AM	849	851	[REDACTED]	4:30-5:00 PM	432	434	[REDACTED]
1:00-1:30 AM	100	100	[REDACTED]	9:00-9:30 AM	911	913	[REDACTED]	5:00 -5:30 PM	509	511	[REDACTED]
1:30-2:00 AM	140	140	[REDACTED]	9:30-10:00 AM	952	954	[REDACTED]	5:30-6:00 PM	537	539	[REDACTED]
2:00-2:30 AM	205	205	[REDACTED]	10:00-10:30 AM	1016	1017	[REDACTED]	6:00-6:30 PM	602	604	[REDACTED]
2:30-3:00 AM	235	240	[REDACTED]	10:30-11:00 AM	1045	1049	[REDACTED]	6:30-7:00 PM	631	633	[REDACTED]
3:00-3:30 AM	300	305	[REDACTED]	11:00-11:30 AM	1102	1103	[REDACTED]	7:00-7:30 PM	704	706	[REDACTED]
3:30-4:00 AM	340	345	[REDACTED]	11:30-12:00 AM	1137	1140	[REDACTED]	7:30-8:00 PM	737	739	[REDACTED]
4:00-4:30 AM	410	415	[REDACTED]	12:00-12:30 PM	1202	1206	[REDACTED]	8:00-8:30 PM	810	812	[REDACTED]
4:30-5:00 AM	440	445	[REDACTED]	12:30- 1:00 PM	1234	1237	[REDACTED]	8:30- 9:00 PM	833	835	[REDACTED]
5:00 -5:30 AM	508	510	[REDACTED]	1:00-1:30 PM	109	112	[REDACTED]	9:00-9:30 PM	905	907	[REDACTED]
5:30-6:00 AM	535	540	[REDACTED]	1:30-2:00 PM	141	144	[REDACTED]	9:30-10:00 PM	936	938	[REDACTED]
6:00-6:30 AM	600	600	[REDACTED]	2:00-2:30 PM	201	203	[REDACTED]	10:00-10:30 PM	1008	1010	[REDACTED]
6:30-7:00 AM	635	640	[REDACTED]	2:30-3:00 PM	233	236	[REDACTED]	10:30-11:00 PM	1031	1033	[REDACTED]
7:00-7:30 AM	700	705	[REDACTED]	3:00-3:30 PM	307	311	[REDACTED]	11:00-11:30 PM	1101	1103	[REDACTED]
7:30-8:00 AM	730	730	[REDACTED]	3:30-4:00 PM	313	315	[REDACTED]	11:30-12:00 PM	1131	1133	[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 a [REDACTED] must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____
CAPTAIN _____



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



DATE: 08/05/2019

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	1211	1213		8:00-8:30 AM	810	811		4:00-4:30 PM	411	412	
12:30- 1:00 AM	1237	1239		8:30- 9:00 AM	841	842		4:30-5:00 PM	440	441	
1:00-1:30 AM	112	113		9:00-9:30 AM	914	915		5:00-5:30 PM	512	513	
1:30-2:00 AM	142	143		9:30-10:00 AM	946	947		5:30-6:00 PM	540	541	
2:00-2:30 AM	208	209		10:00-10:30 AM	1018	1019		6:00-6:30 PM	610	611	
2:30-3:00 AM	241	242		10:30-11:00 AM	1054	1055		6:30-7:00 PM	640	641	
3:00-3:30 AM	317	319		11:00-11:30 AM	1127	1128		7:00-7:30 PM	715	716	
3:30-4:00 AM	339	340		11:30-12:00 AM	1139	1140		7:30-8:00 PM	741	742	
4:00-4:30 AM	412	413		12:00-12:30 PM	1222	1223		8:00-8:30 PM	812	813	
4:30-5:00 AM	436	437		12:30- 1:00 PM	1232	1233		8:30- 9:00 PM	842	843	
5:00-5:30 AM	513	515		1:00-1:30 PM	1251	1252		9:00-9:30 PM	918	919	
5:30-6:00 AM	541	542		1:30-2:00 PM	150	151		9:30-10:00 PM	944	945	
6:00-6:30 AM	605	606		2:00-2:30 PM	213	214		10:00-10:30 PM	1014	1015	
6:30-7:00 AM	639	640		2:30-3:00 PM	236	237		10:30-11:00 PM	1040	1041	
7:00-7:30 AM	708	709		3:00-3:30 PM	306	307		11:00-11:30 PM	1112	1113	
7:30-8:00 AM	735	736		3:30-4:00 PM	340	341		11:30-12:00 PM	1141	1142	

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-H**



DATE: 08/05/2019

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	1213	1215	[REDACTED]	8:00-8:30 AM	812	813	[REDACTED]	4:00-4:30 PM	413	414	[REDACTED]
12:30- 1:00 AM	1239	040	[REDACTED]	8:30- 9:00 AM	843	844	[REDACTED]	4:30-5:00 PM	442	443	[REDACTED]
1:00-1:30 AM	113	114	[REDACTED]	9:00-9:30 AM	912	917	[REDACTED]	5:00-5:30 PM	514	515	[REDACTED]
1:30-2:00 AM	143	144	[REDACTED]	9:30-10:00 AM	945	949	[REDACTED]	5:30-6:00 PM	542	543	[REDACTED]
2:00-2:30 AM	209	210	[REDACTED]	10:00-10:30 AM	1020	1021	[REDACTED]	6:00-6:30 PM	612	613	[REDACTED]
2:30-3:00 AM	242	243	[REDACTED]	10:30-11:00 AM	1056	1057	[REDACTED]	6:30-7:00 PM	642	643	[REDACTED]
3:00-3:30 AM	319	321	[REDACTED]	11:00-11:30 AM	1122	1130	[REDACTED]	7:00-7:30 PM	717	718	[REDACTED]
3:30-4:00 AM	340	341	[REDACTED]	11:30-12:00 AM	1152	1153	[REDACTED]	7:30-8:00 PM	743	744	[REDACTED]
4:00-4:30 AM	413	414	[REDACTED]	12:00-12:30 PM	1213	1219	[REDACTED]	8:00-8:30 PM	814	815	[REDACTED]
4:30-5:00 AM	437	438	[REDACTED]	12:30- 1:00 PM	1233	1237	[REDACTED]	8:30- 9:00 PM	844	845	[REDACTED]
5:00-5:30 AM	515	517	[REDACTED]	1:00-1:30 PM	106	109	[REDACTED]	9:00-9:30 PM	920	921	[REDACTED]
5:30-6:00 AM	542	543	[REDACTED]	1:30-2:00 PM	139	140	[REDACTED]	9:30-10:00 PM	946	947	[REDACTED]
6:00-6:30 AM	606	607	[REDACTED]	2:00-2:30 PM	211	212	[REDACTED]	10:00-10:30 PM	1016	1017	[REDACTED]
6:30-7:00 AM	640	641	[REDACTED]	2:30-3:00 PM	240	241	[REDACTED]	10:30-11:00 PM	1042	1043	[REDACTED]
7:00-7:30 AM	709	710	[REDACTED]	3:00-3:30 PM	320	321	[REDACTED]	11:00-11:30 PM	1114	1115	[REDACTED]
7:30-8:00 AM	736	737	[REDACTED]	3:30-4:00 PM	332	333	[REDACTED]	11:30-12:00 PM	1143	1144	[REDACTED]

MORNING WATCH
OPERATIONS
LIEUTENANT

[REDACTED SIGNATURE]

WATCH
OPERATIONS
LIEUTENANT

[REDACTED SIGNATURE]

EVENING WATCH
OPERATIONS
LIEUTENANT

[REDACTED 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

[REDACTED SIGNATURE]

Handwritten text at the top of the page, possibly a title or header, which is mostly illegible due to the quality of the scan.

Vertical column of handwritten text on the left side of the page, partially obscured by a black redaction box.

Vertical column of handwritten text in the center of the page, partially obscured by a black redaction box.

Vertical column of handwritten text on the right side of the page, partially obscured by a black redaction box.

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MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET



L-TIER

DATE: 08/05/2019

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	1205	[REDACTED]	8:00-8:30 AM	802	803	[REDACTED]	4:00-4:30 PM	402	403	[REDACTED]
12:30- 1:00 AM	1233	1234	[REDACTED]	8:30- 9:00 AM	833	834	[REDACTED]	4:30-5:00 PM	432	433	[REDACTED]
1:00-1:30 AM	108	109	[REDACTED]	9:00-9:30 AM	906	907	[REDACTED]	5:00-5:30 PM	504	505	[REDACTED]
1:30-2:00 AM	138	139	[REDACTED]	9:30-10:00 AM	938	939	[REDACTED]	5:30-6:00 PM	532	533	[REDACTED]
2:00-2:30 AM	204	205	[REDACTED]	10:00-10:30 AM	1010	1011	[REDACTED]	6:00-6:30 PM	610	611	[REDACTED]
2:30-3:00 AM	237	238	[REDACTED]	10:30-11:00 AM	1046	1047	[REDACTED]	6:30-7:00 PM	632	633	[REDACTED]
3:00-3:30 AM	309	311	[REDACTED]	11:00-11:30 AM	1119	1120	[REDACTED]	7:00-7:30 PM	704	705	[REDACTED]
3:30-4:00 AM	335	336	[REDACTED]	11:30-12:00 AM	1150	1151	[REDACTED]	7:30-8:00 PM	732	733	[REDACTED]
4:00-4:30 AM	408	409	[REDACTED]	12:00-12:30 PM	1211	1212	[REDACTED]	8:00-8:30 PM	804	805	[REDACTED]
4:30-5:00 AM	431	433	[REDACTED]	12:30- 1:00 PM	1236	1237	[REDACTED]	8:30- 9:00 PM	834	835	[REDACTED]
5:00-5:30 AM	505	507	[REDACTED]	1:00-1:30 PM	108	109	[REDACTED]	9:00-9:30 PM	910	911	[REDACTED]
5:30-6:00 AM	537	538	[REDACTED]	1:30-2:00 PM	146	149	[REDACTED]	9:30-10:00 PM	933	934	[REDACTED]
6:00-6:30 AM	601	602	[REDACTED]	2:00-2:30 PM	211	212	[REDACTED]	10:00-10:30 PM	1006	1007	[REDACTED]
6:30-7:00 AM	634	635	[REDACTED]	2:30-3:00 PM	231	232	[REDACTED]	10:30-11:00 PM	1031	1032	[REDACTED]
7:00-7:30 AM	705	706	[REDACTED]	3:00-3:30 PM	304	305	[REDACTED]	11:00-11:30 PM	1104	1105	[REDACTED]
7:30-8:00 AM	733	734	[REDACTED]	3:30-4:00 PM	332	333	[REDACTED]	11:30-12:00 PM	1133	1134	[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: 08/05/2019

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	1207	[REDACTED]	8:00-8:30 AM	804	805	[REDACTED]	4:00-4:30 PM	404	405	[REDACTED]
12:30- 1:00 AM	1234	1235	[REDACTED]	8:30- 9:00 AM	835	836	[REDACTED]	4:30-5:00 PM	434	435	[REDACTED]
1:00-1:30 AM	109	110	[REDACTED]	9:00-9:30 AM	908	909	[REDACTED]	5:00-5:30 PM	506	507	[REDACTED]
1:30-2:00 AM	139	140	[REDACTED]	9:30-10:00 AM	940	941	[REDACTED]	5:30-6:00 PM	534	535	[REDACTED]
2:00-2:30 AM	205	206	[REDACTED]	10:00-10:30 AM	1012	1013	[REDACTED]	6:00-6:30 PM	612	613	[REDACTED]
2:30-3:00 AM	238	239	[REDACTED]	10:30-11:00 AM	1048	1049	[REDACTED]	6:30-7:00 PM	634	635	[REDACTED]
3:00-3:30 AM	311	313	[REDACTED]	11:00-11:30 AM	1121	1123	[REDACTED]	7:00-7:30 PM	709	710	[REDACTED]
3:30-4:00 AM	336	337	[REDACTED]	11:30-12:00 AM	1146	1142	[REDACTED]	7:30-8:00 PM	734	735	[REDACTED]
4:00-4:30 AM	409	410	[REDACTED]	12:00-12:30 PM	1219	1220	[REDACTED]	8:00-8:30 PM	806	807	[REDACTED]
4:30-5:00 AM	433	434	[REDACTED]	12:30- 1:00 PM	1237	1238	[REDACTED]	8:30- 9:00 PM	836	837	[REDACTED]
5:00-5:30 AM	507	509	[REDACTED]	1:00-1:30 PM	113	114	[REDACTED]	9:00-9:30 PM	912	913	[REDACTED]
5:30-6:00 AM	538	539	[REDACTED]	1:30-2:00 PM	150	151	[REDACTED]	9:30-10:00 PM	935	936	[REDACTED]
6:00-6:30 AM	602	603	[REDACTED]	2:00-2:30 PM	206	209	[REDACTED]	10:00-10:30 PM	1008	1009	[REDACTED]
6:30-7:00 AM	635	636	[REDACTED]	2:30-3:00 PM	236	237	[REDACTED]	10:30-11:00 PM	1033	1034	[REDACTED]
7:00-7:30 AM	706	707	[REDACTED]	3:00-3:30 PM	305	306	[REDACTED]	11:00-11:30 PM	1106	1107	[REDACTED]
7:30-8:00 AM	734	735	[REDACTED]	3:30-4:00 PM	332	333	[REDACTED]	11:30-12:00 PM	1135	1136	[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



ZA
TIER-J

DATE: 08/05/2019

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	1209	[REDACTED]	8:00-8:30 AM	806	807	[REDACTED]	4:00-4:30 PM	407	408	[REDACTED]
12:30- 1:00 AM	1235	1236	[REDACTED]	8:30- 9:00 AM	837	838	[REDACTED]	4:30-5:00 PM	436	437	[REDACTED]
1:00-1:30 AM	110	111	[REDACTED]	9:00-9:30 AM	910	911	[REDACTED]	5:00-5:30 PM	508	509	[REDACTED]
1:30-2:00 AM	140	141	[REDACTED]	9:30-10:00 AM	942	944	[REDACTED]	5:30-6:00 PM	536	537	[REDACTED]
2:00-2:30 AM	206	207	[REDACTED]	10:00-10:30 AM	1014	1015	[REDACTED]	6:00-6:30 PM	614	615	[REDACTED]
2:30-3:00 AM	239	240	[REDACTED]	10:30-11:00 AM	1058	1051	[REDACTED]	6:30-7:00 PM	638	637	[REDACTED]
3:00-3:30 AM	313	315	[REDACTED]	11:00-11:30 AM	1123	1125	[REDACTED]	7:00-7:30 PM	711	712	[REDACTED]
3:30-4:00 AM	337	338	[REDACTED]	11:30-12:00 AM	1146	1147	[REDACTED]	7:30-8:00 PM	738	737	[REDACTED]
4:00-4:30 AM	410	411	[REDACTED]	12:00-12:30 PM	1214	1215	[REDACTED]	8:00-8:30 PM	808	809	[REDACTED]
4:30-5:00 AM	434	435	[REDACTED]	12:30- 1:00 PM	1233	1234	[REDACTED]	8:30- 9:00 PM	838	839	[REDACTED]
5:00-5:30 AM	509	511	[REDACTED]	1:00-1:30 PM	108	109	[REDACTED]	9:00-9:30 PM	914	915	[REDACTED]
5:30-6:00 AM	539	540	[REDACTED]	1:30-2:00 PM	149	150	[REDACTED]	9:30-10:00 PM	937	938	[REDACTED]
6:00-6:30 AM	603	604	[REDACTED]	2:00-2:30 PM	218	219	[REDACTED]	10:00-10:30 PM	1010	1011	[REDACTED]
6:30-7:00 AM	636	637	[REDACTED]	2:30-3:00 PM	240	241	[REDACTED]	10:30-11:00 PM	1035	1036	[REDACTED]
7:00-7:30 AM	707	708	[REDACTED]	3:00-3:30 PM	306	307	[REDACTED]	11:00-11:30 PM	1108	1109	[REDACTED]
7:30-8:00 AM	734	735	[REDACTED]	3:30-4:00 PM	332	333	[REDACTED]	11:30-12:00 PM	1137	1138	[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
ZA
TIER-K**



DATE: 08/05/2019

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	1211		8:00-8:30 AM	808	809		4:00-4:30 PM	409	410	
12:30-1:00 AM	1236	1237		8:30-9:00 AM	839	840		4:30-5:00 PM	438	439	
1:00-1:30 AM	111	112		9:00-9:30 AM	912	913		5:00-5:30 PM	510	511	
1:30-2:00 AM	141	142		9:30-10:00 AM	944	945		5:30-6:00 PM	538	539	
2:00-2:30 AM	207	208		10:00-10:30 AM	1014	1017		6:00-6:30 PM	608	609	
2:30-3:00 AM	240	241		10:30-11:00 AM	1052	1053		6:30-7:00 PM	638	639	
3:00-3:30 AM	315	317		11:00-11:30 AM	1125	1126		7:00-7:30 PM	713	714	
3:30-4:00 AM	338	339		11:30-12:00 AM	1137	1138		7:30-8:00 PM	739	740	
4:00-4:30 AM	411	412		12:00-12:30 PM	1216	1217		8:00-8:30 PM	810	811	
4:30-5:00 AM	435	436		12:30-1:00 PM	1240	1241		8:30-9:00 PM	840	841	
5:00-5:30 AM	511	513		1:00-1:30 PM	1109	1110		9:00-9:30 PM	916	917	
5:30-6:00 AM	540	541		1:30-2:00 PM	1151	1151		9:30-10:00 PM	940	941	
6:00-6:30 AM	604	605		2:00-2:30 PM	205	206		10:00-10:30 PM	1012	1013	
6:30-7:00 AM	637	638		2:30-3:00 PM	240	241		10:30-11:00 PM	1037	1038	
7:00-7:30 AM	708	709		3:00-3:30 PM	310	311		11:00-11:30 PM	1110	1111	
7:30-8:00 AM	735	736		3:30-4:00 PM	338	339		11:30-12:00 PM	1139	1140	

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