



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



DATE: 08/08/2019

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 <sup>13</sup>	12 <sup>15</sup>	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM	405	406	[REDACTED]
12:30- 1:00 AM	12 <sup>45</sup>	12 <sup>46</sup>	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM	432	432	[REDACTED]
1:00-1:30 AM	1 <sup>14</sup>	1 <sup>15</sup>	[REDACTED]	9:00-9:30 AM				5:00 -5:30 PM	505	506	[REDACTED]
1:30-2:00 AM	1 <sup>53</sup>	1 <sup>54</sup>	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM	536	536	[REDACTED]
2:00-2:30 AM	2 <sup>19</sup>	2 <sup>20</sup>	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM	601	601	[REDACTED]
2:30-3:00 AM	2 <sup>36</sup>	2 <sup>37</sup>	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM	634	634	[REDACTED]
3:00-3:30 AM	3 <sup>09</sup>	3 <sup>09</sup>	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM	701	701	[REDACTED]
3:30-4:00 AM	3 <sup>35</sup>	3 <sup>36</sup>	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM	734	734	[REDACTED]
4:00-4:30 AM	4 <sup>23</sup>	4 <sup>24</sup>	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM	800	801	[REDACTED]
4:30-5:00 AM	4 <sup>44</sup>	4 <sup>45</sup>	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM	835	835	[REDACTED]
5:00 -5:30 AM	5 <sup>09</sup>	5 <sup>11</sup>	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM	903	903	[REDACTED]
5:30-6:00 AM	5 <sup>40</sup>	5 <sup>41</sup>	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM	935	935	[REDACTED]
6:00-6:30 AM	6 <sup>21</sup>	6 <sup>22</sup>	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM	1006	1007	[REDACTED]
6:30-7:00 AM	6 <sup>34</sup>	6 <sup>35</sup>	[REDACTED]	2:30-3:00 PM				10:30-11:00 PM	1032	1032	[REDACTED]
7:00-7:30 AM	7 <sup>01</sup>	7 <sup>02</sup>	[REDACTED]	3:00-3:30 PM				11:00-11:30 PM	1104	1106	[REDACTED]
7:30-8:00 AM	7 <sup>32</sup>	7 <sup>33</sup>	[REDACTED]	3:30-4:00 PM				11:30-12:00 PM	1134	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 \_\_\_\_\_



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



DATE: 08/08/2019

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 <sup>15</sup>	12 <sup>17</sup>	[REDACTED]	8:00-8:30 AM				4:00-4:30 PM	4 <sup>36</sup>	4 <sup>07</sup>	[REDACTED]
12:30- 1:00 AM	12 <sup>46</sup>	12 <sup>47</sup>	[REDACTED]	8:30- 9:00 AM				4:30-5:00 PM	4 <sup>30</sup>	4 <sup>31</sup>	[REDACTED]
1:00-1:30 AM	1 <sup>15</sup>	1 <sup>16</sup>	[REDACTED]	9:00-9:30 AM				5:00-5:30 PM	5 <sup>07</sup>	5 <sup>08</sup>	[REDACTED]
1:30-2:00 AM	1 <sup>54</sup>	1 <sup>55</sup>	[REDACTED]	9:30-10:00 AM				5:30-6:00 PM	5 <sup>37</sup>	5 <sup>38</sup>	[REDACTED]
2:00-2:30 AM	2 <sup>20</sup>	2 <sup>21</sup>	[REDACTED]	10:00-10:30 AM				6:00-6:30 PM	6 <sup>00</sup>	6 <sup>00</sup>	[REDACTED]
2:30-3:00 AM	2 <sup>37</sup>	2 <sup>38</sup>	[REDACTED]	10:30-11:00 AM				6:30-7:00 PM	6 <sup>35</sup>	6 <sup>35</sup>	[REDACTED]
3:00-3:30 AM	3 <sup>11</sup>	3 <sup>13</sup>	[REDACTED]	11:00-11:30 AM				7:00-7:30 PM	7 <sup>00</sup>	7 <sup>00</sup>	[REDACTED]
3:30-4:00 AM	3 <sup>30</sup>	3 <sup>31</sup>	[REDACTED]	11:30-12:00 AM				7:30-8:00 PM	7 <sup>35</sup>	7 <sup>35</sup>	[REDACTED]
4:00-4:30 AM	4 <sup>24</sup>	4 <sup>25</sup>	[REDACTED]	12:00-12:30 PM				8:00-8:30 PM	8 <sup>00</sup>	8 <sup>00</sup>	[REDACTED]
4:30-5:00 AM	4 <sup>45</sup>	4 <sup>46</sup>	[REDACTED]	12:30- 1:00 PM				8:30- 9:00 PM	8 <sup>36</sup>	8 <sup>36</sup>	[REDACTED]
5:00-5:30 AM	5 <sup>11</sup>	5 <sup>13</sup>	[REDACTED]	1:00-1:30 PM				9:00-9:30 PM	9 <sup>02</sup>	9 <sup>02</sup>	[REDACTED]
5:30-6:00 AM	5 <sup>41</sup>	5 <sup>42</sup>	[REDACTED]	1:30-2:00 PM				9:30-10:00 PM	9 <sup>36</sup>	9 <sup>36</sup>	[REDACTED]
6:00-6:30 AM	6 <sup>20</sup>	6 <sup>21</sup>	[REDACTED]	2:00-2:30 PM				10:00-10:30 PM	10 <sup>08</sup>	10 <sup>09</sup>	[REDACTED]
6:30-7:00 AM	6 <sup>35</sup>	6 <sup>36</sup>	[REDACTED]	2:30-3:00 PM				10:30-11:00 PM	10 <sup>31</sup>	10 <sup>31</sup>	[REDACTED]
7:00-7:30 AM	7 <sup>00</sup>	7 <sup>00</sup>	[REDACTED]	3:00-3:30 PM				11:00-11:30 PM	11 <sup>07</sup>	11 <sup>07</sup>	[REDACTED]
7:30-8:00 AM	7 <sup>31</sup>	7 <sup>32</sup>	[REDACTED]	3:30-4:00 PM				11:30-12:00 PM	11 <sup>31</sup>	11 <sup>31</sup>	[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-J

DATE: 08/08/2019

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 <sup>09</sup>	12 <sup>11</sup>	[REDACTED]	8:00-8:30 AM	8 <sup>07</sup>	8 <sup>08</sup>	[REDACTED]	4:00-4:30 PM	4 <sup>03</sup>	4 <sup>03</sup>	[REDACTED]
12:30- 1:00 AM	12 <sup>43</sup>	12 <sup>44</sup>	[REDACTED]	8:30- 9:00 AM	8 <sup>39</sup>	8 <sup>40</sup>	[REDACTED]	4:30-5:00 PM	4 <sup>34</sup>	4 <sup>35</sup>	[REDACTED]
1:00-1:30 AM	1 <sup>12</sup>	1 <sup>13</sup>	[REDACTED]	9:00-9:30 AM	9 <sup>06</sup>	9 <sup>07</sup>	[REDACTED]	5:00 -5:30 PM	5 <sup>02</sup>	5 <sup>03</sup>	[REDACTED]
1:30-2:00 AM	1 <sup>51</sup>	1 <sup>52</sup>	[REDACTED]	9:30-10:00 AM	9 <sup>44</sup>	9 <sup>45</sup>	[REDACTED]	5:30-6:00 PM	5 <sup>34</sup>	5 <sup>34</sup>	[REDACTED]
2:00-2:30 AM	2 <sup>17</sup>	2 <sup>18</sup>	[REDACTED]	10:00-10:30 AM	10 <sup>15</sup>	10 <sup>16</sup>	[REDACTED]	6:00-6:30 PM	6 <sup>03</sup>	6 <sup>03</sup>	[REDACTED]
2:30-3:00 AM	2 <sup>34</sup>	2 <sup>35</sup>	[REDACTED]	10:30-11:00 AM	10 <sup>33</sup>	10 <sup>34</sup>	[REDACTED]	6:30-7:00 PM	6 <sup>32</sup>	6 <sup>32</sup>	[REDACTED]
3:00-3:30 AM	3 <sup>05</sup>	3 <sup>07</sup>	[REDACTED]	11:00-11:30 AM	11 <sup>03</sup>	11 <sup>04</sup>	[REDACTED]	7:00-7:30 PM	7 <sup>03</sup>	7 <sup>04</sup>	[REDACTED]
3:30-4:00 AM	3 <sup>33</sup>	3 <sup>34</sup>	[REDACTED]	11:30-12:00 AM	11 <sup>32</sup>	11 <sup>44</sup>	[REDACTED]	7:30-8:00 PM	7 <sup>32</sup>	7 <sup>32</sup>	[REDACTED]
4:00-4:30 AM	4 <sup>21</sup>	4 <sup>22</sup>	[REDACTED]	12:00-12:30 PM	12 <sup>05</sup>	12 <sup>06</sup>	[REDACTED]	8:00-8:30 PM	8 <sup>05</sup>	8 <sup>06</sup>	[REDACTED]
4:30-5:00 AM	4 <sup>42</sup>	4 <sup>43</sup>	[REDACTED]	12:30- 1:00 PM	12 <sup>38</sup>	12 <sup>39</sup>	[REDACTED]	8:30- 9:00 PM	8 <sup>32</sup>	8 <sup>33</sup>	[REDACTED]
5:00 -5:30 AM	5 <sup>05</sup>	5 <sup>07</sup>	[REDACTED]	1:00-1:30 PM	1 <sup>07</sup>	1 <sup>07</sup>	[REDACTED]	9:00-9:30 PM	9 <sup>05</sup>	9 <sup>05</sup>	[REDACTED]
5:30-6:00 AM	5 <sup>38</sup>	5 <sup>39</sup>	[REDACTED]	1:30-2:00 PM	1 <sup>55</sup>	1 <sup>56</sup>	[REDACTED]	9:30-10:00 PM	9 <sup>31</sup>	9 <sup>32</sup>	[REDACTED]
6:00-6:30 AM	6 <sup>23</sup>	6 <sup>24</sup>	[REDACTED]	2:00-2:30 PM	2 <sup>02</sup>	2 <sup>02</sup>	[REDACTED]	10:00-10:30 PM	10 <sup>02</sup>	10 <sup>02</sup>	[REDACTED]
6:30-7:00 AM	6 <sup>32</sup>	6 <sup>33</sup>	[REDACTED]	2:30-3:00 PM	2 <sup>38</sup>	2 <sup>39</sup>	[REDACTED]	10:30-11:00 PM	10 <sup>35</sup>	10 <sup>35</sup>	[REDACTED]
7:00-7:30 AM	7 <sup>04</sup>	7 <sup>04</sup>	[REDACTED]	3:00-3:30 PM	3 <sup>06</sup>	3 <sup>07</sup>	[REDACTED]	11:00-11:30 PM	11 <sup>03</sup>	11 <sup>04</sup>	[REDACTED]
7:30-8:00 AM	7 <sup>35</sup>	7 <sup>35</sup>	[REDACTED]	3:30-4:00 PM	3 <sup>33</sup>	3 <sup>34</sup>	[REDACTED]	11:30-12:00 PM	11 <sup>36</sup>	11 <sup>36</sup>	[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. Observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

CAPTAIN



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET

ZA  
TIER-K



DATE: 08/08/2019

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 <sup>11</sup>	12 <sup>13</sup>	[REDACTED]	8:00-8:30 AM	8 <sup>09</sup>	8 <sup>10</sup>	[REDACTED]	4:00-4:30 PM	4 <sup>04</sup>	4 <sup>04</sup>	[REDACTED]
12:30- 1:00 AM	12 <sup>44</sup>	12 <sup>45</sup>	[REDACTED]	8:30- 9:00 AM	8 <sup>33</sup>	8 <sup>34</sup>	[REDACTED]	4:30-5:00 PM	4 <sup>33</sup>	4 <sup>33</sup>	[REDACTED]
1:00-1:30 AM	1 <sup>13</sup>	1 <sup>14</sup>	[REDACTED]	9:00-9:30 AM	9 <sup>09</sup>	9 <sup>10</sup>	[REDACTED]	5:00-5:30 PM	5 <sup>04</sup>	5 <sup>04</sup>	[REDACTED]
1:30-2:00 AM	1 <sup>52</sup>	1 <sup>53</sup>	[REDACTED]	9:30-10:00 AM	9 <sup>28</sup>	9 <sup>31</sup>	[REDACTED]	5:30-6:00 PM	5 <sup>35</sup>	5 <sup>35</sup>	[REDACTED]
2:00-2:30 AM	2 <sup>18</sup>	2 <sup>19</sup>	[REDACTED]	10:00-10:30 AM	10 <sup>10</sup>	10 <sup>11</sup>	[REDACTED]	6:00-6:30 PM	6 <sup>02</sup>	6 <sup>02</sup>	[REDACTED]
2:30-3:00 AM	2 <sup>35</sup>	2 <sup>36</sup>	[REDACTED]	10:30-11:00 AM	10 <sup>39</sup>	10 <sup>40</sup>	[REDACTED]	6:30-7:00 PM	6 <sup>33</sup>	6 <sup>33</sup>	[REDACTED]
3:00-3:30 AM	3 <sup>07</sup>	3 <sup>09</sup>	[REDACTED]	11:00-11:30 AM	11 <sup>08</sup>	11 <sup>09</sup>	[REDACTED]	7:00-7:30 PM	7 <sup>02</sup>	7 <sup>02</sup>	[REDACTED]
3:30-4:00 AM	3 <sup>34</sup>	3 <sup>35</sup>	[REDACTED]	11:30-12:00 AM	11 <sup>40</sup>	11 <sup>41</sup>	[REDACTED]	7:30-8:00 PM	7 <sup>33</sup>	7 <sup>33</sup>	[REDACTED]
4:00-4:30 AM	4 <sup>22</sup>	4 <sup>23</sup>	[REDACTED]	12:00-12:30 PM	12 <sup>16</sup>	12 <sup>18</sup>	[REDACTED]	8:00-8:30 PM	8 <sup>03</sup>	8 <sup>04</sup>	[REDACTED]
4:30-5:00 AM	4 <sup>43</sup>	4 <sup>44</sup>	[REDACTED]	12:30- 1:00 PM	12 <sup>30</sup>	12 <sup>31</sup>	[REDACTED]	8:30- 9:00 PM	8 <sup>33</sup>	8 <sup>34</sup>	[REDACTED]
5:00-5:30 AM	5 <sup>01</sup>	5 <sup>09</sup>	[REDACTED]	1:00-1:30 PM	1 <sup>01</sup>	1 <sup>02</sup>	[REDACTED]	9:00-9:30 PM	9 <sup>04</sup>	9 <sup>04</sup>	[REDACTED]
5:30-6:00 AM	5 <sup>39</sup>	5 <sup>40</sup>	[REDACTED]	1:30-2:00 PM	1 <sup>33</sup>	1 <sup>34</sup>	[REDACTED]	9:30-10:00 PM	9 <sup>33</sup>	9 <sup>34</sup>	[REDACTED]
6:00-6:30 AM	6 <sup>22</sup>	6 <sup>23</sup>	[REDACTED]	2:00-2:30 PM	2 <sup>05</sup>	2 <sup>06</sup>	[REDACTED]	10:00-10:30 PM	10 <sup>03</sup>	10 <sup>04</sup>	[REDACTED]
6:30-7:00 AM	6 <sup>33</sup>	6 <sup>34</sup>	[REDACTED]	2:30-3:00 PM	2 <sup>37</sup>	2 <sup>38</sup>	[REDACTED]	10:30-11:00 PM	10 <sup>33</sup>	10 <sup>34</sup>	[REDACTED]
7:00-7:30 AM	7 <sup>03</sup>	7 <sup>03</sup>	[REDACTED]	3:00-3:30 PM	3 <sup>02</sup>	3 <sup>06</sup>	[REDACTED]	11:00-11:30 PM	11 <sup>05</sup>	11 <sup>05</sup>	[REDACTED]
7:30-8:00 AM	7 <sup>34</sup>	7 <sup>34</sup>	[REDACTED]	3:30-4:00 PM	3 <sup>41</sup>	3 <sup>42</sup>	[REDACTED]	11:30-12:00 PM	11 <sup>35</sup>	11 <sup>35</sup>	[REDACTED]

MORNING WATCH OPERATIONS LIEUTENANT	[REDACTED]	DAY WATCH OPERATIONS LIEUTENANT	[REDACTED]	EVENING WATCH OPERATIONS LIEUTENANT	[REDACTED]
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REVIEWED BY MORNING WATCH LIEUTENANT \_\_\_\_\_

CAPTAIN \_\_\_\_\_



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

DATE: 08/08/2019

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 <sup>07</sup>	12 <sup>09</sup>	[REDACTED]	8:00-8:30 AM	8 <sup>05</sup>	8 <sup>06</sup>	[REDACTED]	4:00-4:30 PM	4 <sup>02</sup>	4 <sup>02</sup>	[REDACTED]
12:30-1:00 AM	12 <sup>42</sup>	12 <sup>43</sup>	[REDACTED]	8:30-9:00 AM	8 <sup>21</sup>	8 <sup>34</sup>	[REDACTED]	4:30-5:00 PM	4 <sup>35</sup>	4 <sup>36</sup>	[REDACTED]
1:00-1:30 AM	1 <sup>11</sup>	1 <sup>12</sup>	[REDACTED]	9:00-9:30 AM	9 <sup>07</sup>	9 <sup>08</sup>	[REDACTED]	5:00-5:30 PM	5 <sup>01</sup>	5 <sup>01</sup>	[REDACTED]
1:30-2:00 AM	1 <sup>50</sup>	1 <sup>51</sup>	[REDACTED]	9:30-10:00 AM	9 <sup>41</sup>	9 <sup>42</sup>	[REDACTED]	5:30-6:00 PM	5 <sup>32</sup>	5 <sup>33</sup>	[REDACTED]
2:00-2:30 AM	2 <sup>16</sup>	2 <sup>17</sup>	[REDACTED]	10:00-10:30 AM	10 <sup>06</sup>	10 <sup>17</sup>	[REDACTED]	6:00-6:30 PM	6 <sup>04</sup>	6 <sup>04</sup>	[REDACTED]
2:30-3:00 AM	2 <sup>33</sup>	2 <sup>34</sup>	[REDACTED]	10:30-11:00 AM	10 <sup>44</sup>	10 <sup>45</sup>	[REDACTED]	6:30-7:00 PM	6 <sup>31</sup>	6 <sup>31</sup>	[REDACTED]
3:00-3:30 AM	3 <sup>02</sup>	3 <sup>05</sup>	[REDACTED]	11:00-11:30 AM	11 <sup>01</sup>	11 <sup>02</sup>	[REDACTED]	7:00-7:30 PM	7 <sup>05</sup>	7 <sup>05</sup>	[REDACTED]
3:30-4:00 AM	3 <sup>32</sup>	3 <sup>33</sup>	[REDACTED]	11:30-12:00 AM	11 <sup>31</sup>	11 <sup>32</sup>	[REDACTED]	7:30-8:00 PM	7 <sup>31</sup>	7 <sup>31</sup>	[REDACTED]
4:00-4:30 AM	4 <sup>20</sup>	4 <sup>21</sup>	[REDACTED]	12:00-12:30 PM	12 <sup>03</sup>	12 <sup>04</sup>	[REDACTED]	8:00-8:30 PM	8 <sup>07</sup>	8 <sup>07</sup>	[REDACTED]
4:30-5:00 AM	4 <sup>41</sup>	4 <sup>42</sup>	[REDACTED]	12:30-1:00 PM	12 <sup>35</sup>	12 <sup>36</sup>	[REDACTED]	8:30-9:00 PM	8 <sup>31</sup>	8 <sup>32</sup>	[REDACTED]
5:00-5:30 AM	5 <sup>03</sup>	5 <sup>05</sup>	[REDACTED]	1:00-1:30 PM	1 <sup>07</sup>	1 <sup>08</sup>	[REDACTED]	9:00-9:30 PM	9 <sup>06</sup>	9 <sup>06</sup>	[REDACTED]
5:30-6:00 AM	5 <sup>37</sup>	5 <sup>39</sup>	[REDACTED]	1:30-2:00 PM	1 <sup>35</sup>	1 <sup>40</sup>	[REDACTED]	9:30-10:00 PM	9 <sup>31</sup>	9 <sup>31</sup>	[REDACTED]
6:00-6:30 AM	6 <sup>24</sup>	6 <sup>25</sup>	[REDACTED]	2:00-2:30 PM	2 <sup>4</sup>	2 <sup>12</sup>	[REDACTED]	10:00-10:30 PM	10 <sup>01</sup>	10 <sup>02</sup>	[REDACTED]
6:30-7:00 AM	6 <sup>31</sup>	6 <sup>32</sup>	[REDACTED]	2:30-3:00 PM	2 <sup>35</sup>	2 <sup>34</sup>	[REDACTED]	10:30-11:00 PM	10 <sup>36</sup>	10 <sup>37</sup>	[REDACTED]
7:00-7:30 AM	7 <sup>05</sup>	7 <sup>05</sup>	[REDACTED]	3:00-3:30 PM	3 <sup>05</sup>	3 <sup>06</sup>	[REDACTED]	11:00-11:30 PM	11 <sup>01</sup>	11 <sup>02</sup>	[REDACTED]
7:30-8:00 AM	7 <sup>36</sup>	7 <sup>36</sup>	[REDACTED]	3:30-4:00 PM	3 <sup>7</sup>	3 <sup>38</sup>	[REDACTED]	11:30-12:00 PM	11 <sup>38</sup>	11 <sup>38</sup>	[REDACTED]

MORNING WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

DAY WATCH  
OPERATIONS  
LIEUTENANT

[REDACTED]

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 two rounds are to be conducted on an irregular schedule and no more than 40 minutes apart must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT

[REDACTED]

CAPTAIN



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET

L-TIER

DATE: 08/08/2019

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 <sup>05</sup>	12 <sup>07</sup>	[REDACTED]	12:00-8:30 AM	8 <sup>01</sup>	8 <sup>02</sup>	[REDACTED]	4:00-4:30 PM	4 <sup>01</sup>	4 <sup>01</sup>	[REDACTED]
12:30- 1:00 AM	12 <sup>41</sup>	12 <sup>42</sup>	[REDACTED]	8:30- 9:00 AM	8 <sup>31</sup>	8 <sup>32</sup>	[REDACTED]	4:30-5:00 PM	4 <sup>31</sup>	4 <sup>37</sup>	[REDACTED]
1:00-1:30 AM	1 <sup>10</sup>	1 <sup>11</sup>	[REDACTED]	9:00-9:30 AM	9 <sup>01</sup>	9 <sup>02</sup>	[REDACTED]	5:00 -5:30 PM	5 <sup>00</sup>	5 <sup>00</sup>	[REDACTED]
1:30-2:00 AM	1 <sup>49</sup>	1 <sup>50</sup>	[REDACTED]	9:30-10:00 AM	9 <sup>31</sup>	9 <sup>32</sup>	[REDACTED]	5:30-6:00 PM	5 <sup>31</sup>	5 <sup>31</sup>	[REDACTED]
2:00-2:30 AM	2 <sup>15</sup>	2 <sup>16</sup>	[REDACTED]	10:00-10:30 AM	10 <sup>02</sup>	10 <sup>02</sup>	[REDACTED]	6:00-6:30 PM	6 <sup>05</sup>	6 <sup>05</sup>	[REDACTED]
2:30-3:00 AM	2 <sup>32</sup>	2 <sup>33</sup>	[REDACTED]	10:30-11:00 AM	10 <sup>31</sup>	10 <sup>32</sup>	[REDACTED]	6:30-7:00 PM	6 <sup>30</sup>	6 <sup>30</sup>	[REDACTED]
3:00-3:30 AM	3 <sup>00</sup>	3 <sup>02</sup>	[REDACTED]	11:00-11:30 AM	11 <sup>01</sup>	11 <sup>02</sup>	[REDACTED]	7:00-7:30 PM	7 <sup>06</sup>	7 <sup>07</sup>	[REDACTED]
3:30-4:00 AM	3 <sup>30</sup>	3 <sup>32</sup>	[REDACTED]	11:30-12:00 AM	11 <sup>31</sup>	11 <sup>32</sup>	[REDACTED]	7:30-8:00 PM	7 <sup>30</sup>	7 <sup>30</sup>	[REDACTED]
4:00-4:30 AM	4 <sup>19</sup>	4 <sup>20</sup>	[REDACTED]	12:00-12:30 PM	12 <sup>01</sup>	12 <sup>02</sup>	[REDACTED]	8:00-8:30 PM	8 <sup>08</sup>	8 <sup>08</sup>	[REDACTED]
4:30-5:00 AM	4 <sup>40</sup>	4 <sup>41</sup>	[REDACTED]	12:30- 1:00 PM	12 <sup>31</sup>	12 <sup>32</sup>	[REDACTED]	8:30- 9:00 PM	8 <sup>30</sup>	8 <sup>30</sup>	[REDACTED]
5:00 -5:30 AM	5 <sup>01</sup>	5 <sup>03</sup>	[REDACTED]	1:00-1:30 PM	1 <sup>01</sup>	1 <sup>02</sup>	[REDACTED]	9:00-9:30 PM	9 <sup>01</sup>	9 <sup>07</sup>	[REDACTED]
5:30-6:00 AM	5 <sup>36</sup>	5 <sup>37</sup>	[REDACTED]	1:30-2:00 PM	1 <sup>31</sup>	1 <sup>32</sup>	[REDACTED]	9:30-10:00 PM	9 <sup>30</sup>	9 <sup>30</sup>	[REDACTED]
6:00-6:30 AM	6 <sup>25</sup>	6 <sup>26</sup>	[REDACTED]	2:00-2:30 PM	2 <sup>01</sup>	2 <sup>02</sup>	[REDACTED]	10:00-10:30 PM	10 <sup>00</sup>	10 <sup>00</sup>	[REDACTED]
6:30-7:00 AM	6 <sup>30</sup>	6 <sup>31</sup>	[REDACTED]	2:30-3:00 PM	2 <sup>31</sup>	2 <sup>32</sup>	[REDACTED]	10:30-11:00 PM	10 <sup>38</sup>	10 <sup>39</sup>	[REDACTED]
7:00-7:30 AM	7 <sup>05</sup>	7 <sup>06</sup>	[REDACTED]	3:00-3:30 PM	3 <sup>00</sup>	3 <sup>01</sup>	[REDACTED]	11:00-11:30 PM	11 <sup>00</sup>	11 <sup>00</sup>	[REDACTED]
7:30-8:00 AM	7 <sup>37</sup>	7 <sup>37</sup>	[REDACTED]	3:30-4:00 PM			[REDACTED]	11:30-12:00 PM	11 <sup>39</sup>	11 <sup>39</sup>	[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 apart. These rounds must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT \_\_\_\_\_

CAPTAIN \_\_\_\_\_



MCC NEW YORK  
SPECIAL HOUSING UNIT  
30 MINUTE CHECK SHEET



ZB

DATE: 8/8/19

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	12:30	[REDACTED]	8:00-8:30 AM	8:25	8:27	[REDACTED]	4:00-4:30 PM	4:00	4:05	[REDACTED]
12:30- 1:00 AM	12:30	12:55	[REDACTED]	8:30- 9:00 AM	8:46	8:48	[REDACTED]	4:30-5:00 PM	4:33	4:37	[REDACTED]
1:00-1:30 AM	1:00	1:03	[REDACTED]	9:00-9:30 AM	9:12	9:14	[REDACTED]	5:00 -5:30 PM	5:08	5:10	[REDACTED]
1:30-2:00 AM	1:30	1:33	[REDACTED]	9:30-10:00 AM	9:50	9:52	[REDACTED]	5:30-6:00 PM	5:32	5:34	[REDACTED]
2:00-2:30 AM	2:00	2:03	[REDACTED]	10:00-10:30 AM	10:17	10:19	[REDACTED]	6:00-6:30 PM	6:05	6:07	[REDACTED]
2:30-3:00 AM	2:30	2:33	[REDACTED]	10:30-11:00 AM	10:41	10:43	[REDACTED]	6:30-7:00 PM	6:34	6:38	[REDACTED]
3:00-3:30 AM	3:00	3:03	[REDACTED]	11:00-11:30 AM	11:22	11:24	[REDACTED]	7:00-7:30 PM	7:07	7:09	[REDACTED]
3:30-4:00 AM	3:30	3:30	[REDACTED]	11:30-12:00 AM	11:44	11:46	[REDACTED]	7:30-8:00 PM	7:35	7:36	[REDACTED]
4:00-4:30 AM	4:00	4:05	[REDACTED]	12:00-12:30 PM	12:26	12:28	[REDACTED]	8:00-8:30 PM	8:02	8:04	[REDACTED]
4:30-5:00 AM	4:30	4:33	[REDACTED]	12:30- 1:00 PM	12:40	12:42	[REDACTED]	8:30- 9:00 PM	8:30	8:32	[REDACTED]
5:00 -5:30 AM	5:00	5:05	[REDACTED]	1:00-1:30 PM	1:11	1:13	[REDACTED]	9:00-9:30 PM	9:08	9:09	[REDACTED]
5:30-6:00 AM	5:30	5:33	[REDACTED]	1:30-2:00 PM	1:37	1:39	[REDACTED]	9:30-10:00 PM	9:37	9:40	[REDACTED]
6:00-6:30 AM	6:00	6:00	[REDACTED]	2:00-2:30 PM	2:09	2:11	[REDACTED]	10:00-10:30 PM	10:01	10:05	[REDACTED]
6:30-7:00 AM	6:30	6:33	[REDACTED]	2:30-3:00 PM	2:50	2:51	[REDACTED]	10:30-11:00 PM	10:34	10:36	[REDACTED]
7:00-7:30 AM	7:00	7:03	[REDACTED]	3:00-3:30 PM	3:23	3:25	[REDACTED]	11:00-11:30 PM	11:10	11:13	[REDACTED]
7:30-8:00 AM	7:30	7:33	[REDACTED]	3:30-4:00 PM	3:39	3:41	[REDACTED]	11:30-12:00 PM	11:44	11:47	[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 apart. All observations must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT \_\_\_\_\_

CAPTAIN \_\_\_\_\_