

**NEVADA DEPARTMENT OF CORRECTIONS  
ADMINISTRATIVE REGULATION  
404**

**EMERGENCY SITUATIONS**

**Supersedes:** 11/13/09; AR 404 (Temporary, 11/25/13); 12/17/13; (Temporary, 04/24/2017)  
**Effective Date:** 05/16/17

**AUTHORITY:** NRS 209.131

**PURPOSE**

To ensure all staff are trained in emergency responses to ensure inmate and staff safety at the Nevada Department of Corrections (NDOC).

**RESPONSIBILITY**

The Director is responsible to establish regulations for the safety of inmates and staff.

The Deputy Director of Operations is responsible to ensure implementation of Administrative Regulation (AR) 404 at all correctional facilities/institutions.

Wardens are responsible to develop and maintain a response plan detailing specific responses to emergency situations.

All Department employees are responsible to respond in accordance with the specific response defined by the Emergency Response Manual and operational plans for the facility/institution, specific to the defined emergency situation.

**404.01 EMERGENCY SITUATION PROCEDURES**

1. When an incident occurs which requires an emergency response, the staff involved must alert staff outside the immediate area so that assistance can be provided and control effected.
2. The Warden or designated Associate Warden will contact the Public Information Officer with information on the emergency response.
3. The Public Information Officer will release media responses outside the institution.
4. The nature of the correctional employee response(s) will depend upon their position at the time of the alarm, instructions given by supervisors and prior training.
5. The Warden/designee has overall command of the institution at all times.

6. In the event of an emergency, no employee of the NDOC may leave the institutional grounds until gate officers have received authorization to reopen the gates to traffic. Volunteers, contractors or any visitor will not be allowed to leave the institutional facility until authorized to do so.

7. All traffic other than NDOC staff, unless specifically approved by the Warden/designee, will not be allowed access to the institution in the event of an emergency.

8. During emergency situations employees are subject to the performance of duties which may be outside of their normal job classification and/or normal duty periods.

9. For more specific information regarding responding to emergency situations unique to their institution/facility, refer to the Confidential Emergency Response Manual maintained at each institution/facility.

10. All staff will be trained to the proper response to an emergency situation.

#### REFERENCES

ACA 4<sup>th</sup> Edition, 4-4084; 4-4090; 4-4221; 4-222; 4-4224

#### APPLICABILITY

1. This AR does require an Operational Procedure (OP).
2. This AR does not require an audit.

  
James Dzurenda, Director

5/25/17  
Date