

<p align="center"><b>STATE OF VERMONT</b> <b>AGENCY OF HUMAN SERVICES</b> <b>DEPARTMENT OF CORRECTIONS</b></p>	<p>Title: <b>SPECIAL RESPONSE TEAM</b></p>	<p align="right">Page 1 of 5</p>			
<p><b>Chapter:</b> <b>Security and Supervision</b></p>	<p align="center"><b># 414.01</b></p>	<p align="center"><b>Replaces CORRECTIONS EMERGENCY RESPONSE TEAM</b></p>			
<p><b>Attachments, Forms &amp; Companion Documents:</b> All associated forms and companion documents are located on the Department's website.</p>					
<p><b>Local Procedure(s) Required:</b> Yes <b>Applicability:</b> All staff (excluding contractors and volunteers) <b>Security Level:</b> "A" only Department staff may have access to this document</p>					
<p><b>Approved:</b></p> <table border="0" style="width: 100%; margin-top: 20px;"> <tr> <td style="width: 33%; text-align: center;"> <u>SIGNED</u>  <hr/> <b>Andrew A. Pallito, Commissioner</b> </td> <td style="width: 33%; text-align: center;"> <u>4/17/15</u>  <hr/> <b>Date Signed</b> </td> <td style="width: 33%; text-align: center;"> <u>6/1/15</u>  <hr/> <b>Date Effective</b> </td> </tr> </table>			<u>SIGNED</u> <hr/> <b>Andrew A. Pallito, Commissioner</b>	<u>4/17/15</u> <hr/> <b>Date Signed</b>	<u>6/1/15</u> <hr/> <b>Date Effective</b>
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**PURPOSE**

The purpose of this administrative directive is to establish guidelines for the Department of Corrections' Special Response Team (SRT).

**POLICY**

The Department of Corrections (DOC) recognizes that the demands of a state correctional system necessitate the development and deployment of a SRT. The mission of the SRT is to provide the DOC with the increased capability to effectively control and resolve potentially dangerous incidents. [REDACTED]

The SRT is designed to work in conjunction with [REDACTED]

**AUTHORITY**

28 VSA § 101(1).

**PROCEDURAL GUIDELINES**

1. The SRT shall be prepared to respond to areas of concern, including but not limited to:

[REDACTED]

[REDACTED]

2. Composition and Structure:

- a. Each correctional facility superintendent will maintain a SRT [REDACTED] [REDACTED] Each SRT will have one Team Leader and each squad will have one Squad Leader. When a Team Leader or Squad Leader is unavailable, another member may be assigned to fill those duties on an acting basis. Acting assignments shall be made by the correctional facility Superintendent or designee.

3. Command and Control: The Superintendent at each correctional facility has full authority over, and responsibility for, the SRT at their worksite.

4. Activation Process:

- a. SRT activations [REDACTED] When activated, SRT members [REDACTED] until the SRT Team Leader is informed by the Incident Commander that the activation is over.
- b. The Incident Commander has the authority to [REDACTED] his/her correctional facility.
- c. The Incident Commander will immediately notify the Superintendent who will then immediately notify the Director of Correctional Facilities, or designee.

[REDACTED]

- f. The Central Office Special Teams Commander may be assigned to respond to a correctional facility to provide technical advice to the Incident Commander and/or serve as a liaison between Central Office and the Incident Commander.

5. Selection and Placement for SRT Membership:

- a. The following criteria will be applied to determine eligibility of DOC employees requesting consideration for SRT membership.
  - i. Be a permanent, classified employee with correctional facility experience;
  - ii. Completed original probation;
  - iii. Be up to date on all core competency training;
  - iv. Have a current annual performance rating of satisfactory or higher;
  - v. Meet minimum physical fitness requirements; and
  - vi. The successful completion of SRT Basic Course, if selected.<sup>1</sup>

[REDACTED]



[REDACTED]

4. Each SRT Team Leader will be responsible to report training activities to their Superintendent and the Central Office Special Teams Commander each quarter.

- i. Enhanced SRT Requirements and Capabilities:

[REDACTED]

6. Each member of SRT should be provided with the following minimum equipment, as specified by the Central Office Special Teams Commander<sup>4</sup>:
  - a. BDU uniforms with approved patches, including last name of the member;
  - b. SRT t-shirt and ball cap;
  - c. Black tactical boots;

[REDACTED]

- j. Gloves (protective).

7. Specialized Team Equipment

[REDACTED]

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<sup>4</sup> Upon the effective date of this directive, existing members of a LERT or the SORT Tactical Section will continue to utilize previously issued equipment, including but not limited to BDU uniforms, until the items are no longer in usable condition. No rank insignia or designation of Team Leader or Squad Leader will be worn.

[REDACTED]

## **TRAINING**

- A. It is the responsibility of the Director of Correctional Facilities to review this directive with Superintendents during their scheduled meetings and to ensure that newly hired Superintendents are briefed on this directive.
- B. Superintendents will ensure that all appropriate staff members understand their responsibilities and that they train relevant staff in accordance with the procedural guidelines established in this directive.

## **QUALITY ASSURANCE**

It is the responsibility of the Director of Correctional Facilities to monitor compliance with this directive and to review the circumstances of SRT activations. The Superintendents are responsible to report SRT training activities in accordance with the procedural guidelines established in this directive. Compliance will be noted in staff performance evaluations.

The facility Superintendent/designee will submit a readiness report on the status of their respective teams to the Director of Correctional Facilities/designee semiannually on January 1 and July 01. The report shall include, at minimum, the training that has been conducted, assessment of team strength, and any other factors that relate to team readiness.