


Chapter:	Searches and Contraband	Classification:	Public Document
Subject:	Contraband		
For:	Correctional Facilities	 Authorized by Executive Director	

1. Policy

- 1.1 The superintendent is responsible for ensuring the safety, security and good order of the facility by establishing a comprehensive plan for the control of contraband.
- 1.2 This plan must include provisions for the
- 1.2.1 early detection of contraband
 - 1.2.2 seizure
 - 1.2.3 continuity of evidence
 - 1.2.4 proper disposal, see Policy & Procedures, Subject 39.08.00, [Contraband Disposal](#)

2. Workplace Violence Prevention Plan

- 2.1 This policy, in addition to any associated facility Standard Operating Procedures (SOP) is part of the Correctional Services Division's overall workplace violence prevention plan as required by section 7 of the Violence in the Workplace regulations.


3. Authority

- 3.1 The authority, definition and requirements regarding contraband are derived from sections
- 3.1.1 2 (f), 53, 65, 94 (1) (ao) and (ap) of the *Correctional Services Act*
 - 3.1.2 52 and 66 of the *Correctional Services Regulations*

4. Contraband


- 4.1 Contraband items are those that are specifically prohibited as defined in section 2(f) of the *Correctional Services Act*, and include
- 4.1.1 weapons and any items modified for use as weapons
 - 4.1.2 any items or substances that, alone or in combination, are being used for some purpose that is illegal or in contravention with facility rules

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- 4.1.3 any items or substances, including those specifically prohibited or controlled by federal statute that, alone or in combination, may be used as an intoxicant
- 4.1.4 any prescription or non-prescription medications that facility health care staff did not issue or that are not being used for the purpose they were issued
- 4.1.5 substances or materials prohibited in accordance with Policy and Procedures, Chapter 2, [Tobacco Free and Smoke Free Policies](#)
- 4.2 Contraband items are also those items that may be prohibited at the superintendent's discretion in accordance with section 52, of the *Correctional Services Regulations* and include
 - 4.2.1 any amounts, more than established maximums, of approved supplies, amenities, food, canteen items, clothing, bedding and other items issued by the facility
 - 4.2.2 any drawings, photographs or other representations of the exterior or interior of the facility or its property
 - 4.2.3 personal or facility-issued possessions of an individual when found in the possession of another
 - 4.2.4 written communication sent or received outside approved procedures
 - 4.2.5 all monies and other legal tenders
 - 4.2.6 prohibited or proscribed reading and audio and/or visual materials as identified in Policy and Procedures Subject 39.07.00, [Contraband - Reading, Audio and/or Video Materials](#)
 - 4.2.7 any item smuggled into, out of or within the facility, despite its status as an approved item, if it had not been the subject of smuggling
 - 4.2.8 drawings, photos or writing that may be considered
 - 4.2.8.1 sexually explicit
 - 4.2.8.2 derogatory towards any ethnic, racial, cultural or gender groups
 - 4.2.8.3 demonstrate or promote gang affiliation
- 4.3 Superintendents will determine and include in their Standard Operating Procedures (SOP) specific information on additional items considered contraband.

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5. Prevention

- 5.1 Staff will conduct regular inspections of the facility to account for all items such as tools, supplies, and foodstuffs that could be used for weapons, home brews, or for other unauthorized purposes.
- 5.2 Regular searches of individuals, their possessions and the facility will be conducted to prevent the flow of contraband into, out of and within the facility. See Policy and Procedures, Subjects
- 5.2.1 39.00.00 [Searches - General Requirements](#)
 - 5.2.2 39.01.00, [Person Searches](#)
 - 5.2.3 39.02.00, [Admission and Discharge Searches](#)
 - 5.2.4 39.04.00 [Searches of the Facility and Perimeter](#)
 - 5.2.5 39.05.00 [Searches Visitor and Staff Personal Property & Vehicles](#)

6. Discovery and Seizure of Contraband

- 6.1 All contraband that is not considered an offence under the Criminal Code of Canada or other laws, or where the provisions of section 91 of the *Correctional Services Regulations* are not applicable, will be secured in accordance with the facility SOP.
- 6.2 Where the possession or use of contraband found in the facility or on facility property could be an offence under the Criminal Code of Canada, the *Controlled Drugs and Substance Act*, or other laws, will be processed in accordance with Policy and Procedures, Subject 39.09.00, [Continuity of Evidence](#).
- 6.3 Staff will turn over the contraband to the superintendent for review and disposal in accordance with Policy and Procedures, Subject 39.08.00, [Contraband Disposal](#).
- 6.4 When contraband is found in the possession of an individual in custody, the staff member involved will submit a Disciplinary Report, in accordance with Policy and Procedures, Subject 42.01.00, [Breach of Rules and Disciplinary Reports](#), to the superintendent in accordance with local SOP. Staff will submit all such reports as soon as possible, but not later than the end of shift.

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7. Documentation

- 7.1 Seizure of contraband will be documented in accordance with Policy and Procedures, Subjects
- 7.1.1 39.00.00, [Searches - General Requirements](#)
 - 7.1.2 39.09.00, [Continuity of Evidence](#)