



MCC NEW YORK
SPECIAL HOUSING UNIT
30 MINUTE CHECK SHEET
L-TIER
DATE: 08/09/2019

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	1201	1202		8:00-8:30 AM	802	803		4:00-4:30 PM	401	402	
12:30- 1:00 AM	1233	1234		8:30- 9:00 AM	836	837		4:30-5:00 PM	433	434	
1:00-1:30 AM	103	104		9:00-9:30 AM	908	909		5:00-5:30 PM	503	504	
1:30-2:00 AM	131	132		9:30-10:00 AM	940	941		5:30-6:00 PM	531	532	
2:00-2:30 AM	201	202		10:00-10:30 AM	1011	1012		6:00-6:30 PM	601	602	
2:30-3:00 AM	235	236		10:30-11:00 AM	1016	1017		6:30-7:00 PM	635	636	
3:00-3:30 AM	301	302		11:00-11:30 AM	1108	1109		7:00-7:30 PM	701	702	
3:30-4:00 AM	333	334		11:30-12:00 AM	1138	1139		7:30-8:00 PM	733	734	
4:00-4:30 AM	406	407		12:00-12:30 PM	1213	1214		8:00-8:30 PM	806	807	
4:30-5:00 AM	430	431		12:30- 1:00 PM	1238	1239		8:30- 9:00 PM	830	831	
5:00-5:30 AM	500	501		1:00-1:30 PM	108	109		9:00-9:30 PM	900	901	
5:30-6:00 AM	533	534		1:30-2:00 PM	140	141		9:30-10:00 PM	933	934	
6:00-6:30 AM	602	603		2:00-2:30 PM	206	207		10:00-10:30 PM	1002	1003	
6:30-7:00 AM	632	633						10:30-11:00 PM	1032	1033	
7:00-7:30 AM	702	703						11:00-11:30 PM	1162	1163	
7:30-8:00 AM	731	732						11:30-12:00 PM	1131	1132	

MORNING WATCH OPERATIONS LIEUTENANT			
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DAY WATCH OPERATIONS LIEUTENANT		
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EVENING WATCH OPERATIONS LIEUTENANT		
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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
M-TIER

DATE: 08/09/2019

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	1203	1204		8:00-8:30 AM	811	812		4:00-4:30 PM	408	404	
12:30- 1:00 AM	1235	1236		8:30- 9:00 AM	838	839		4:30-5:00 PM	435	436	
1:00-1:30 AM	105	106		9:00-9:30 AM	910	911		5:00 -5:30 PM	505	504	
1:30-2:00 AM	133	134		9:30-10:00 AM	946	949		5:30-6:00 PM	533	534	
2:00-2:30 AM	203	204		10:00-10:30 AM	1010	1011		6:00-6:30 PM	608	604	
2:30-3:00 AM	237	238		10:30-11:00 AM	1037	1038		6:30-7:00 PM	637	638	
3:00-3:30 AM	303	304		11:00-11:30 AM	1104	1109		7:00-7:30 PM	703	704	
3:30-4:00 AM	335	336		11:30-12:00 AM	1150	1151		7:30-8:00 PM	735	736	
4:00-4:30 AM	408	409		12:00-12:30 PM	1210	1211		8:00-8:30 PM	808	809	
4:30-5:00 AM	432	433		12:30- 1:00 PM	1238	1239		8:30- 9:00 PM	832	833	
5:00 -5:30 AM	502	503		1:00-1:30 PM	108	109		9:00-9:30 PM	902	903	
5:30-6:00 AM	535	536		1:30-2:00 PM	137	138		9:30-10:00 PM	935	934	
6:00-6:30 AM	604	605		2:00-2:30 PM	211	212		10:00-10:30 PM	104	105	
6:30-7:00 AM	634	635		2:30-3:00 PM				10:30-11:00 PM	104	105	
7:00-7:30 AM	704	705		3:00-3:30 PM				11:00-11:30 PM	1104	1105	
7:30-8:00 AM	733	734		3:30-4:00 PM				11:30-12:00 PM	1133	1134	

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-J



DATE: 08/09/2019

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	1206		8:00-8:30 AM	806	807		4:00-4:30 PM	405	406	
12:30- 1:00 AM	1237	1238		8:30- 9:00 AM	839	840		4:30-5:00 PM	430	438	
1:00-1:30 AM	107	108		9:00-9:30 AM	911	912		5:00 -5:30 PM	504	505	
1:30-2:00 AM	135	136		9:30-10:00 AM	941	942		5:30-6:00 PM	530	531	
2:00-2:30 AM	205	206		10:00-10:30 AM	1011	1012		6:00-6:30 PM	605	606	
2:30-3:00 AM	239	240		10:30-11:00 AM	1031	1038		6:30-7:00 PM	639	640	
3:00-3:30 AM	305	304		11:00-11:30 AM	1106	1107		7:00-7:30 PM	705	706	
3:30-4:00 AM	337	338		11:30-12:00 AM	1149	1150		7:30-8:00 PM	737	738	
4:00-4:30 AM	410	411		12:00-12:30 PM	1211	1212		8:00-8:30 PM	810	811	
4:30-5:00 AM	434	435		12:30- 1:00 PM	1250	1251		8:30- 9:00 PM	834	835	
5:00-5:30 AM	504	505		1:00-1:30 PM	108	109		9:00-9:30 PM	904	905	
5:30-6:00 AM	537	538		1:30-2:00 PM	148	149		9:30-10:00 PM	937	938	
6:00-6:30 AM	606	607		2:00-2:30 PM	210	211		10:00-10:30 PM	1006	1007	
6:30-7:00 AM	636	637		2:30-3:00 PM				10:30-11:00 PM	1036	1037	
7:00-7:30 AM	707	708		3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM	735	736		3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT		DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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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 _____



SPECIAL HOUSING UNIT

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



SPECIAL HOUSING UNIT

DATE: 08/09/2019

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	1208		8:00-8:30 AM	805	806		4:00-4:30 PM	407	408	
12:30- 1:00 AM	1239	1240		8:30- 9:00 AM	837	838		4:30-5:00 PM	409	440	
1:00-1:30 AM	109	110		9:00-9:30 AM	911	912		5:00 -5:30 PM	509	510	
1:30-2:00 AM	137	138		9:30-10:00 AM	938	939		5:30-6:00 PM	537	538	
2:00-2:30 AM	207	208		10:00-10:30 AM	1011	1012		6:00-6:30 PM	107	108	
2:30-3:00 AM	241	242		10:30-11:00 AM	1046	1047		6:30-7:00 PM	641	642	
3:00-3:30 AM	307	308		11:00-11:30 AM	1115	1116		7:00-7:30 PM	707	708	
3:30-4:00 AM	339	340		11:30-12:00 AM	1139	1140		7:30-8:00 PM	739	740	
4:00-4:30 AM	42	43		12:00-12:30 PM	1211	1212		8:00-8:30 PM	812	813	
4:30-5:00 AM	434	437		12:30- 1:00 PM	1248	1249		8:30- 9:00 PM	836	837	
5:00 -5:30 AM	500	507		1:00-1:30 PM	1111	1112		9:00-9:30 PM	906	907	
5:30-6:00 AM	539	540		1:30-2:00 PM	150	151		9:30-10:00 PM	091	040	
6:00-6:30 AM	608	609		2:00-2:30 PM	206	207		10:00-10:30 PM	108	109	
6:30-7:00 AM	658	659		2:30-3:00 PM				10:30-11:00 PM	105	106	
7:00-7:30 AM	707	708		3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM	737	738		3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH
OPERATIONS
LIEUTENANTDAY WATCH
OPERATIONS
LIEUTENANTEVENING WATCH
OPERATIONS
LIEUTENANT

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REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____

EFTA00019777

MCC NEW YORK
SPECIAL HOUSING UNIT

MCC NEW YORK



SPECIAL HOUSING UNIT

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

DATE: 08/09/2019

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	1210		8:00-8:30 AM	808	809		4:00-4:30 PM	409	410	
12:30- 1:00 AM	1241	1242		8:30- 9:00 AM	850	851		4:30-5:00 PM	441	442	
1:00-1:30 AM	111	112		9:00-9:30 AM	911	912		5:00 -5:30 PM	511	512	
1:30-2:00 AM	134	140		9:30-10:00 AM	046	047		5:30-6:00 PM	537	540	
2:00-2:30 AM	204	210		10:00-10:30 AM	1010	1011		6:00-6:30 PM	609	610	
2:30-3:00 AM	243	244		10:30-11:00 AM	1040	1041		6:30-7:00 PM	643	644	
3:00-3:30 AM	309	310		11:00-11:30 AM	1118	1119		7:00-7:30 PM	709	710	
3:30-4:00 AM	341	342		11:30-12:00 AM	1150	1151		7:30-8:00 PM	741	742	
4:00-4:30 AM	414	415		12:00-12:30 PM	1211	1212		8:00-8:30 PM	814	815	
4:30-5:00 AM	436	439		12:30- 1:00 PM	1243	1244		8:30- 9:00 PM	838	839	
5:00 -5:30 AM	508	509		1:00-1:30 PM	08	09		9:00-9:30 PM	908	909	
5:30-6:00 AM	541	542		1:30-2:00 PM	138	139		9:30-10:00 PM	941	942	
6:00-6:30 AM	610	611		2:00-2:30 PM	211	212		10:00-10:30 PM	1010	1011	
6:30-7:00 AM	640	641		2:30-3:00 PM				10:30-11:00 PM	1040	1041	
7:00-7:30 AM	709	710		3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM	739	740		3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT		DAY WATCH OPERATIONS LIEUTENANT		EVENING WATCH OPERATIONS LIEUTENANT	
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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 _____

EFTA00019778



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

DATE: 08/09/2019

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	1212		8:00-8:30 AM	813	814		4:00-4:30 PM	41	412	
12:30- 1:00 AM	1243	1244		8:30- 9:00 AM	852	863		4:30-5:00 PM	443	444	
1:00-1:30 AM	113	114		9:00-9:30 AM	911	912		5:00 -5:30 PM	513	514	
1:30-2:00 AM	141	142		9:30-10:00 AM	941	942		5:30-6:00 PM	541	542	
2:00-2:30 AM	211	212		10:00-10:30 AM	1012	1013		6:00-6:30 PM	1011	1012	
2:30-3:00 AM	215	216		10:30-11:00 AM	1031	1032		6:30-7:00 PM	1410	1411	
3:00-3:30 AM	311	312		11:00-11:30 AM	113	114		7:00-7:30 PM	711	712	
3:30-4:00 AM	343	344		11:30-12:00 AM	1137	1138		7:30-8:00 PM	743	744	
4:00-4:30 AM	416	417		12:00-12:30 PM	1218	1219		8:00-8:30 PM	816	817	
4:30-5:00 AM	440	441		12:30- 1:00 PM	1244	1245		8:30- 9:00 PM	8410	8411	
5:00 -5:30 AM	510	511		1:00-1:30 PM	1058	1059		9:00-9:30 PM	9110	9111	
5:30-6:00 AM	513	514		1:30-2:00 PM	1137	1138		9:30-10:00 PM	943	944	
6:00-6:30 AM	612	613		2:00-2:30 PM	1208	1209		10:00-10:30 PM	1012	1013	
6:30-7:00 AM	642	643		2:30-3:00 PM				10:30-11:00 PM	10412	10413	
7:00-7:30 AM	711	712		3:00-3:30 PM				11:00-11:30 PM			
7:30-8:00 AM	741	742		3:30-4:00 PM				11:30-12:00 PM			

MORNING WATCH OPERATIONS LIEUTENANT	
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DAY WATCH OPERATIONS LIEUTENANT	
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EVENING WATCH OPERATIONS LIEUTENANT	
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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
ZB**

DATE: 8-9-19

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	12:00 AM	12:30		6:00-8:30 AM	8:13	8:15		4:00-4:30 PM	4:05	4:08	
12:30- 1:00 AM	12:30	12:33		8:30- 9:00 AM	8:48	8:50		4:30-5:00 PM	4:32	4:35	
1:00-1:30 AM	1:00	1:03		9:00-9:30 AM	9:08	9:10		5:00 -5:30 PM	5:01	5:04	
1:30-2:00 AM	1:30	1:33		9:30-10:00 AM	9:36	9:38		5:30-6:00 PM	5:36	5:38	
2:00-2:30 AM	2:00	2:03		10:00-10:30 AM	10:12	10:14		6:00-6:30 PM	6:03	6:06	
2:30-3:00 AM	2:30	2:33		10:30-11:00 AM	10:47	10:49		6:30-7:00 PM	6:31	6:33	
3:00-3:30 AM	3:00	3:03		11:00-11:30 AM	11:22	11:24		7:00-7:30 PM	7:07	7:09	
3:30-4:00 AM	3:30	3:33		11:30-12:00 AM	11:57	11:59		7:30-8:00 PM	7:35	7:38	
4:00-4:30 AM	4:00	4:03		12:00-12:30 PM	12:11	12:13		8:00-8:30 PM	8:02	8:04	
4:30-5:00 AM	4:30	4:33		12:30- 1:00 PM	12:36	12:38		8:30- 9:00 PM	8:39	8:42	
5:00-5:30 AM	5:00	5:03		1:00-1:30 PM	1:24	1:26		9:00-9:30 PM	9:10	9:13	
5:30-6:00 AM	5:30	5:33		1:30-2:00 PM	1:41	1:43		9:30-10:00 PM	9:43	9:46	
6:00-6:30 AM	6:00	6:03		2:00-2:30 PM	2:03	2:05		10:00-10:30 PM	10:14	10:17	
6:30-7:00 AM	6:30	6:33		2:30-3:00 PM	2:23	2:25		10:30-11:00 PM	10:40	10:40	
7:00-7:30 AM	7:00	7:03		3:00-3:30 PM	3:09	3:11		11:00-11:30 PM	11:19	11:21	
7:30-8:00 AM	7:30	7:33		3:30-4:00 PM	3:49	3:51		11:30-12:00 PM	11:46	11:51	

MORNING WATCH
OPERATIONS
LIEUTENANT

DAY WATCH
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EVENING WATCH
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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. _____ must be documented.

REVIEWED BY MORNING WATCH LIEUTENANT _____

CAPTAIN _____

EFTA00019781