

## APPENDIX I

### Physical Plant Standards

(All Facilities planned, approved, and constructed prior to July 1980)

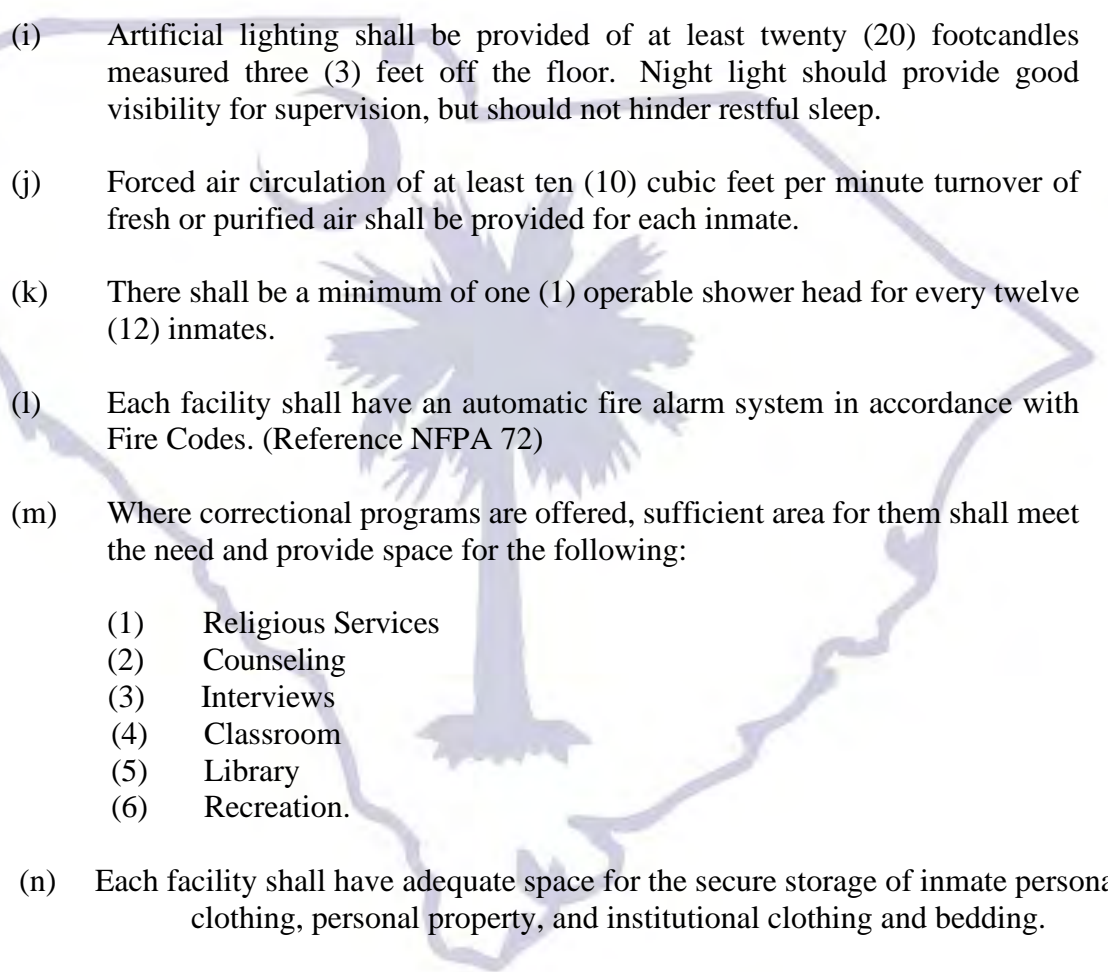
2013

#### LIVING UNITS - EXISTING FACILITIES PRIOR TO JULY 1980

(Revised August 2005, July 2013)

Unless otherwise noted, this standard applies to all facilities which were operational or for which plans were submitted and approved prior to July 1980. Each such facility shall comply with the following requirements for living units:

- (a) The number of inmates occupying a cell, room, or dorm shall not exceed the rated capacity of the cell, room, or dorm when based upon the average daily population for the previous three (3) months.
- (b) In an existing Type II facility, all cells or rooms with a minimum of thirty-five (35) square feet and less than seventy (70) square feet shall have a rated capacity of one (1) inmate.
- (c) In an existing Type II facility, all cells or rooms of seventy (70) square feet or greater may be considered multiple occupancy cells or rooms, with rated capacity based upon a minimum of thirty-five (35) square feet per inmate.
- (d) Any existing Type II facility with less than fifty (50) square feet per cell or room shall not confine an inmate to his/her cell or room more than sixteen (16) hours per day excluding counts. (An exception to this requirement is that inmates temporarily assigned to separation may be confined more than sixteen (16) hours.)
- (e) Each facility shall provide dayroom (communal activity) space for each cellblock or cluster of rooms. (Any area within a dormitory or other living unit considered dayroom space shall not be added to the square footage when determining rated capacity.)
- (f) Any cell, room, or area to which inmates are confined (locked in) shall have one (1) operable water closet at a minimum ratio of one (1) each per ten (10) inmates, and one (1) operable lavatory with running water at a minimum ratio of one (1) each per twelve (12) inmates, that are accessible twenty-four (24) hours a day. (Urinals may be substituted one-for-one for water closets in male areas; however, at least two thirds of fixtures shall be water closets.)
- (g) Each facility shall provide a fixed sleeping surface for each inmate. (Revised July 2013)

- 
- (h) Each facility shall provide, in addition to the fixed sleeping surface, a desk or approved writing surface; hooks or storage space; and a chair or stool for each inmate. These furnishings must be present in individual cells unless the facility offers consistent, routine access during non-sleeping hours to a sufficient number of dayroom tables and chairs that accommodate all inmates in the living unit. In such cases, the availability of adequate writing surfaces and seating in dayrooms shall satisfy the requirements of this Standard for desks/writing surfaces and chairs/stools, regardless of whether inmates are housed in dormitory settings or individual cells. (Revised January 2026)
  - (i) Artificial lighting shall be provided of at least twenty (20) footcandles measured three (3) feet off the floor. Night light should provide good visibility for supervision, but should not hinder restful sleep.
  - (j) Forced air circulation of at least ten (10) cubic feet per minute turnover of fresh or purified air shall be provided for each inmate.
  - (k) There shall be a minimum of one (1) operable shower head for every twelve (12) inmates.
  - (l) Each facility shall have an automatic fire alarm system in accordance with Fire Codes. (Reference NFPA 72)
  - (m) Where correctional programs are offered, sufficient area for them shall meet the need and provide space for the following:
    - (1) Religious Services
    - (2) Counseling
    - (3) Interviews
    - (4) Classroom
    - (5) Library
    - (6) Recreation.
  - (n) Each facility shall have adequate space for the secure storage of inmate personal clothing, personal property, and institutional clothing and bedding.
  - (o) Each facility shall have an emergency lighting system in case of power failure.
  - (p) Each facility shall have adequate storage area(s) for cleaning utensils and supplies.

## Appendix J

### PHYSICAL PLANT - ALL NEW FACILITIES SINCE JULY 1980

(Revised August 2005, July 2013)

#### 2014 - 1 SPECIAL PURPOSE CELLS

Each facility shall have at least one (1) special-purpose cell or room that is designed to prevent injury to an inmate who is under the influence of alcohol or narcotics, or for inmates who are uncontrollably violent or self-destructive. This room shall be subject to staff observation or be continuously monitored by camera from a twenty-four (24) hour staff position. (Revised July 2013)

#### 2014 - 2 FIRE CODES

The facility conforms to applicable federal, state, and/or local building and fire safety codes. Compliance is documented by the authority having jurisdiction. A fire alarm and automatic smoke detection system are required, as approved by the authority having jurisdiction. (See Appendix B.)

##### Discussion:

The applicable code(s) should be applied to all areas of the facility. Reports of periodic inspections and any actions taken in respect to those inspections must be available. The authority having jurisdiction in South Carolina is the State Fire Marshal.

#### 2014 - 3 DESIGN FOR SEPARATION

The facility is designed and constructed so that inmates can be separated according to existing laws, regulations, standards, and according to the facility's classification plan.

#### 2014 - 4 ACCESSIBILITY TO THE HANDICAPPED

All parts of the facility that are available to the public are accessible to and usable by handicapped staff and visitors.

#### 2014 - 5 ADMINISTRATIVE AREAS

Adequate space is provided for administrative, security, professional, and clerical staff. This space includes conference rooms, storage room for records, public lobby, and toilet facilities.

#### 2014 - 6 STAFF AREAS (Revised July 2013)

Staff needs are met through providing adequate spaces in locations that are convenient for use. Staff are provided with the following:

- \* an area to change clothes and to shower
- \* an area, room, and/or employee lounge that offers privacy from inmates and provides space for meals
- \* space for training
- \* space for shift change briefings
- \* toilets and wash basins that are not used by inmates.

Discussion:

Facilities are appropriate for male and female staff.

#### **2014 - 7 SECURITY**

The facility has adequate exits that are properly positioned, unobstructed, and distinctly and permanently marked to ensure the timely evacuation of inmates and staff in the event of fire or other emergency.

Discussion:

Exits should be provided to ensure the safety of inmates, staff, and visitors. All exits should be kept clear and free of obstructions and maintained in a usable condition. They should lead directly to a hazard-free area where adequate supervision can be provided.

#### **2014 - 8 CONTROL CENTER**

Space is provided for a twenty-four (24) hour control center for monitoring and coordinating the facility's security, life safety, and communications systems. The control center provides access to a wash basin and toilet.

Discussion:

The control center should contain sufficient space for monitoring and coordination of all internal and external security systems, communications systems, safety alarms and detection systems, key control, and other mechanical and electrical systems.

#### **2014 - 9 PERIMETER SECURITY**

The facility's perimeter is controlled by appropriate means to provide that inmates remain within the perimeter and to prevent access by the general public without proper authorization.

Discussion:

The means chosen to ensure perimeter security should reflect the facility's needs based on size and the degree of security required. Some methods are: perimeter surveillance devices (e.g., electronic, pressure, or sound detection systems), mobile patrols, or a combination of these techniques. All areas adjacent to the perimeter should be visible under all conditions.

## **2014 - 10      ENTRANCES AND EXITS**

Pedestrians and vehicles enter and leave at designated points in the perimeter. Safety vestibules and sally ports constitute the only breaches in the perimeter.

All safety vestibules and sally ports shall be of sufficient size to permit passage of a loaded ambulance stretcher between interlocking doors.  
(Revised August 2005)

## **2014 - 11      EMERGENCY POWER AND COMMUNICATIONS**

The facility has the equipment necessary to maintain essential lights, power, and communications in an emergency.

The facility should have emergency power units, either battery- or motor-driven, to provide essential lighting and life-sustaining functions within the facility and to maintain outside communications in an emergency.

Power generators are tested according to manufacturer's recommendations or at least every two weeks, and other emergency equipment and systems are tested at least quarterly, for effectiveness; and they are repaired or replaced if necessary.  
(Revised August 2005)

## **2014 - 12      INTAKE AREA**

Inmates are separated from the general population during the admissions process. Temporary holding cell(s) or room(s) with fixed benches to seat all inmates at rated capacity (twenty (20) square feet per inmate), and which have operable water closets, lavatories, and drinking fountain available, shall be provided. The following additional components shall be included in the intake area or be reasonably accessible: (Revised July 2013)

- (1) Booking area
- (2) Medical examination room
- (3) Shower facilities
- (4) Secure vault or room for storage of inmates' personal property
- (5) Telephone facilities
- (6) Interview room
- (7) Sally port.

**2014 - 13 HOUSING FOR THE HANDICAPPED**

Handicapped inmates are housed in a manner that provides for their safety and security. Rooms, cells, or housing units used by the handicapped are designed for their use and provide for integration with the general population. Appropriate facility programs and activities are accessible to handicapped inmates who are confined in the facility.

Discussion:

If the facility accepts handicapped individuals, it must provide for their housing and use of/access to facility resources.

**2014 - 14 EQUIPMENT SPACE**

Separate and adequate space is provided for mechanical and electrical equipment.

**2014 - 15 JANITORIAL CLOSETS**

Adequate space is provided for janitorial storage accessible to the living and activity areas. The storage area is equipped with a sink and with cleaning equipment.

**2014 - 16 TOILETS**

Inmates have access to toilets and hand-washing facilities twenty-four (24) hours per day and are able to use toilet facilities without staff assistance when they are confined in their cells/sleeping areas. Toilets are provided at a minimum ratio of one (1) for every twelve (12) inmates in male facilities and one (1) for every eight inmates in female facilities. Urinals may be substituted for up to one-half of the toilets in male facilities. All housing units with three (3) or more inmates have a minimum of two (2) toilets. (Revised August 2005)

**2014 - 17 WASH BASINS**

Inmates have access to operable wash basins with hot and cold running water in the housing units at a minimum ratio of one basin for every twelve occupants.

Discussion:

Provision must be made for inmate access in cells or sleeping areas, dayrooms, and other parts of the facility.

**2014 - 18 SHOWERS**

Inmates have access to showers that are thermostatically controlled to temperatures ranging from one hundred (100) degrees to one hundred twenty (120) degrees Fahrenheit, or to showers that can be manually regulated to temperatures no higher than one hundred twenty (120) degrees Fahrenheit, in order to ensure the safety of inmates and to promote hygienic practices. Showers

are available at a minimum ratio of one (1) shower for every eight (8) inmates.  
(Revised July 2013)

**2014 - 19 FURNISHINGS**

Each inmate confined to a cell/room is provided a sleeping area with the following: a bed; a desk or approved writing surface, and chair or stool; storage for personal items; and a place to store clothes.

**2014 - 20 NATURAL LIGHT - CELLS OR ROOMS**

Inmates in the general population who are confined in their rooms/cells have access to natural light.

**2014 - 21 INMATE ROOMS/CELLS LIGHT LEVELS**

Lighting in inmate rooms/cells is at least twenty (20) foot candles at desk level and in personal grooming areas, as documented by an independent, qualified source.

**2014 - 22 FACILITY LIGHT LEVELS**

Lighting throughout the facility is determined by the tasks to be performed, interior surface finishes and colors, type and spacing of light sources, outside lighting, and shadows and glare.

**2014 - 23 INDOOR AIR QUALITY**

Ventilation system(s) is/are in compliance with the applicable Standard Mechanical Code and Standard Building Codes or portions thereof adopted by the State of South Carolina.

Forced air circulation of at least ten (10) cubic feet per minute of fresh or purified air per inmate.

**2014 - 24 SMOKING**

Written policy and procedure govern the smoking practices within the facility.

**2014 - 25 DAYROOMS**

Dayrooms with space for varied inmate activities are situated immediately adjacent to the inmate sleeping areas. Dayrooms provide a minimum of thirty- five (35) square feet of space per inmate (exclusive of lavatories, showers, and toilets) for the maximum number of inmates who use the dayroom at one time, but no less than thirty-five (35) square feet per inmate to accommodate one half

the rated capacity in each housing unit. Dayrooms provide sufficient seating and writing surfaces for every inmate using the dayroom at one time. Such furnishings are appropriate to the custody level of inmates assigned. In an open dormitory setting, consistent routine access throughout non-sleeping hours to enough tables and chairs to accommodate the entire inmate population will make it unnecessary to provide additional desks/writing surfaces and chairs/stools inside the immediate sleeping areas. (Revised July 2013)

## **2014 - 26      COMMON AREA FURNISHINGS**

In facilities which have a combination of day rooms, multipurpose rooms, and other activity areas that are routinely accessible to the inmates on a consistent basis during non-sleeping hours, appropriate furnishings may be moved as needed throughout the day if doing so will not limit use by the inmates assigned. If the dayroom tables and chairs are intended to avoid having additional desks/writing surfaces and chairs/stools inside the immediate sleeping areas in open dormitory settings, there must be enough furnishings to accommodate the entire inmate population. (Revised July 2013)

### **Discussion:**

The standard provides managers and designers with flexibility in designing and furnishing communal activity space and takes into consideration the range of activities that may occur (e.g., television viewing, reading, exercise, friendly conversation, and sometimes meals and work). In lower security settings, the use of more traditional furnishings should be considered. (Revised July 2013)

## **2014 - 27      MULTIPURPOSE ROOM**

There is at least one multipurpose room available for inmate activities such as religious services, education programs, or contact visiting.

## **2014 - 28      EXERCISE AREAS**

Indoor and outdoor space for inmate exercise is provided. Indoor exercise may be conducted in the dayroom or in the multi-purpose room. Outdoor areas shall be at least fifty (50) feet by thirty (30) feet, except that in facilities such as those which are designed for direct supervision, when outside exercise space is provided for individual housing units, minimum space requirements are as follow:

### **(1) General Population Units:**

Outdoor exercise areas shall provide at least fifteen (15) square feet per inmate for the maximum number of inmates who are expected to use the area at one time, but not less than 750 square feet of unencumbered space, with none of the dimensions less than fifteen (15) feet.

### **(2) Segregation/ Maximum Security Units:**

Outdoor exercise areas shall provide at least fifteen (15) square feet per inmate for the maximum number of inmates who are expected to use the area at one time, but not less than 200 square feet of unencumbered space.

**2014 - 29 VISITING AREAS**

Adequate space for visiting is separate from the inmate housing area and communal activity space. Space to permit appropriate screening and searching of both inmates and visitors is provided. Space should be provided for the storage of items which are not allowed into the visiting area. Video visitation may be used as an alternative or supplement to other means of non-contact visitation. (Revised August 2005)

**2014 - 30 SECURITY EQUIPMENT STORAGE**

Firearms, chemical munitions, and related security items are stored in a secure but readily accessible depository outside inmate housing and activity areas.

**2014 - 31 HEALTH CARE FACILITIES AND EQUIPMENT**

For health care delivered in the facility, adequate space, equipment, supplies, and materials are provided as determined by the health authority.

Discussion:

The type of space and equipment/treatment room will depend on the level of health care provided in the facility and the capabilities and desires of the health providers. In all facilities, space should be provided where the inmate can be examined and treated in private.

**2014 - 32 CLOTHING AND SUPPLIES**

Space is provided in the facility to store and issue clothing, bedding, cleaning supplies, and other items required for daily operations.

Discussion:

General guidelines which may be useful for planning are: two (2) cubic feet per inmate for personal clothing; one (1) cubic foot per inmate for personal property; two (2) cubic feet per inmate for institutional clothing and bedding; and five and one-fourth (5 1/4) cubic feet per mattress times twenty-five (25%) percent of the facility's rated capacity. This storage room should be well ventilated.

**2014 - 33 TELEPHONES**

Telephones are available for inmate use.

Discussion:

Telephone facilities should permit reasonable and equitable access for all inmates and permit a reasonable amount of privacy.

**2014 - 34      RESERVED FOR FUTURE USE (Deleted July 2013)**

**2014 - 35      CANTEEN/COMMISSARY**

Space is provided for an inmate canteen/commissary, or provisions are made for a canteen/commissary service.

**2014 - 36      FOOD PREPARATION AREA**

The food preparation area includes adequate space for food preparation based on population size, type of food preparation, and methods of meal service.

**Discussion:**

Plans for preparation and food service areas shall be submitted to DHEC for review and approval prior to construction.

**2014 - 37      DINING**

Space is sufficient to serve all inmates in four or fewer shifts per meal while giving each inmate the opportunity to have at least twenty (20) minutes of dining time for each meal.

**Discussion:**

Dayrooms may also be used for dining space when meals are not served to each cell and/or when it is not appropriate to provide separate dining facilities.

**2014 - 38      FOOD STORAGE**

There are sanitary, temperature-controlled facilities for the storage of all foods.

**2014 - 39      SANITATION AND HYGIENE - FOOD SERVICE**

Toilet and wash basin facilities are available to food service personnel and inmates in the vicinity of the food preparation area.

**2014 - 40      MAINTENANCE**

All portions of existing buildings, both interior and exterior, are maintained in such manner that structural strength, stability, sanitation, indoor air quality, and safety of life and property are free from fire and other hazards. Repairs and upkeep are provided to ensure public safety, health, and general welfare.