



**Department of Justice and Public Safety**  
**Adult Custody Services**

Policy: **Escape/Rumours of Escape D24**  
Effective: March 2001  
Revised: December 2022

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**MISSION STATEMENT**

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Adult Custody Services is committed to providing professional practices that respect human rights and ensure safety for all. To be successful we will deliver fair practices, incorporate transparent policies and procedures, ensure independent quality assurance processes, and provide program access that allows for educational, cultural, traditional, and faith-based services as well as mental wellness and community re-entry assistance.

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**PURPOSE**

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To establish standards that ensure every employee understands their responsibility to prevent escapes, not only from the institution but also from community escorts, hospital stays, etc.

Clients who fail to report for intermittent dispositions or return from passes are to be declared unlawfully at large.

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**LEGISLATIVE AUTHORITY**

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[Section 145\(1\) of the Criminal Code of Canada declares:](#)

“Everyone who

- a) escapes from lawful custody, or
- b) is, before expiration of a term of imprisonment to which he was sentenced, at large in or out of Canada without lawful excuse, the proof of which lies on him, is guilty of an indictable offence and liable to imprisonment for a term not exceeding two year or is guilty of an offence punishable or summary conviction”

[Section 13 \(e\) NB Corrections Act states:](#)

“An Offender commits a misconduct if he:

escapes or is unlawfully at large from a Adult Custody institution;”

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**SCOPE**

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This policy applies to all employees of the Adult Custody Services division of the Department of Justice and Public Safety.

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**POLICY GUIDELINES**

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Escape refers to any client who, without proper authorization, leaves the institution or control of institutional staff, on or off grounds regardless of the duration of the absence.

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**PROCEDURE**

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**Client Information and Unaccounted for Clients**

The Superintendent will ensure descriptive client information can be made available to staff upon escape.

If a client unaccounted, is observed leaving, or is beyond the control of staff without authorization, staff must notify the shift supervisor providing:

- name of escapees
- number of escapees
- clothing description
- route of escape
- method of escape and time

**Formal Count**

All clients are to be returned to the designated areas, a formal count conducted, and confirmation made as to how many and which clients are absent.

**Search**

A search of the institution and grounds is to be completed, ensuring that the escapees are not still in the building or on grounds.

**Advise Police**

Once an escape is confirmed, the Sergeant shall contact the policing agency of jurisdiction to advise them of the escape and provide all pertinent information.

The Sergeant shall then contact the police force from the escapees' hometown.

**Advise Superintendent and On-call Director**

Notify the Superintendent and the "on-call" authority.

Superintendent shall notify the Director of Adult Custody Services as soon as possible.

The Superintendent shall inform the local police and the Director of Adult Custody Services of any new information on the escape or a successful apprehension.

**Pursuit**

Under no circumstances shall staff leave other clients unsupervised, to pursue an escapee.

**Escape Outside Security Envelope**

When an escape occurs while a group is outside, the staff in charge will immediately return the remaining clients to the institution and notify the Sergeant.



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### **Missing Keys**

If institutional keys are missing, notify the Superintendent immediately and implement appropriate security measures.

### **Stolen Medication**

Should medication be stolen during an escape, a complete inventory of medications will be taken to determine the extent of loss or damage.

### **Search of Quarters**

Sergeant will ensure that the escapees living quarters are searched and remaining personal effects are seized, tagged, and secured.

### **Return of Clients**

Upon the return of an escapee:

- Search the client
- Tag and secure clothing and other items seized
- Notify all agencies of apprehension, including on call-authority
- Provide medical attention required as soon as possible
- Tag and secure tools and weapons used in the escape
- Apply dry cell protocol to limit the suspicion of contraband

### **Theft of Public Funds or Property**

If a theft of public funds or property of the institution occurs, the Departmental Auditor is to be notified. Staff who sustain any loss refer to Policy B-6 of this manual.

### **Reports**

The Superintendent will prepare a report for the Departmental Auditor, detailing the particulars of items lost. A copy goes to the Director of Adult Custody Services.

All staff involved will prepare and submit detailed reports to the Sergeant no later than the end of the shift.

The Sergeant will prepare a report detailing the particulars of the escape.

### **Rumour of Escape**

Rumours or attempted escape will be reported to the Sergeant immediately.

The Sergeant shall investigate and take appropriate action. The Superintendent is to be briefed.

The Superintendent will review all information and implement whatever changes are necessary to preserve the security of the institution.

### **Foreign Citizens**

If the escapee is a foreign citizen, follow the procedures outlined in the section dealing with foreign citizens.



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**Notification from the Director of Communication**

In the event of an escape from custody, the Department will inform the public as soon as possible through media release.

Upon an escape from custody the Superintendent will notify the Director of Communications and the Director of Adult Custody Services. The notification will include the following:

- Adult Custody centre involved
- time and date of the escape
- name of the escapee(s)
- status of the escapee(s)
- level of risk to public safety
- physical description
- clothing description
- last know whereabouts
- place of residence
- confirmation of police agencies notification

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**RELATED POLICY**

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A6 Media Relation  
D15 Searches  
D20 Emergencies  
D25 Fail to report as required  
D27 Segregation  
E19 Foreign Offenders  
Adult Institutional Policy Manual NB