

POLICIES-A

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT:	PAGE <u>1</u> OF <u>5</u>
Execution	SECTION: 001 NUMBER: 09
RULE/CODE REFERENCE:	SUPERCEDES:
RELATED ACA STANDARDS:	EFFECTIVE DATE: March 30, 1994
RELATED AUDIT STANDARDS:	APPROVED: <i>Ronald A. Wilkinson</i>

I. AUTHORITY

Section 5120.01 of the Ohio Revised Code established the authority of the Director as the executive head of the Ohio Department of Rehabilitation and Correction.

RELATED AUTHORITY:

- A. Section 2949.21 of the Ohio Revised Code establishes the responsibility of the county sheriff to deliver a condemned inmate to the Department of Rehabilitation and Correction.
- B. Section 2949.22 of the Ohio Revised Code provides both electrocution and lethal injection as the forms of execution in Ohio. This section provides any person sentenced to death the option to elect lethal injection instead of electrocution as a form of execution and limits the period for electing lethal injection to one week prior to the date of execution. It establishes the responsibilities of the director to designate a penal institution where death sentences shall be executed and the warden of that institution or deputy warden of the institution in his absence to be prepared to carry out an execution on the day designated by the sentencing judge or court in the course of appellate or post conviction proceedings.
- C. Section 2949.23 of the Ohio Revised Code establishes the authority of the sentencing judge to set the date of execution.
- D. Section 2949.24 of the Ohio Revised Code establishes the responsibility of the warden or deputy warden to carry out a death sentence unless a suspension of execution has been granted and to return the death warrant to the clerk of courts with notice of completion of the sentence and form of execution.

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E. Section 2949.25 of the Ohio Revised Code establishes who may be present to witness an execution.

F. Section 2949.26 of the Ohio Revised Code establishes procedures on the disposition of the body of an executed inmate.

II. PURPOSE

The purpose of this policy is to establish a process for carrying out executions that ensures compliance with Administrative Regulations 5120-9-12 and 5120-9-54 and Ohio State statutes.

III. APPLICABILITY

This policy applies to the wardens and staff of the reception centers, the institution(s) housing death row, Southern Ohio Correctional Facility and to all individuals involved in carrying out a court imposed death sentence.

IV. DEFINITIONS

DEATH HOUSE: The designated building at the Southern Ohio Correctional Facility for housing condemned prisoners just prior to execution. The location where executions are carried out.

ELECTION OF MANNER OF EXECUTION FORM: The ODR&C form provided to an inmate scheduled for execution on which the inmate records the written notices of election of either lethal injection or electrocution as a means of execution.

ELECTROCUTION: The form of execution whereby a current of electricity of sufficient intensity to cause death, passes through the body of person sentenced to death.

EXECUTION TEAM: A team of trained persons designated by the warden of the Southern Ohio Correctional Facility to assume control of the condemned prisoner just prior to the scheduled execution. This team is responsible for the execution and post execution procedures; to include preparing the method of execution and the prisoner.

LETHAL INJECTION: The form of execution where continuous intravenous injection of a lethal drug or a series of lethal drugs of a sufficient dosage to quickly and painlessly cause death is administered.

STAY: A suspension or postponement of a legal execution.

V. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by the sentencing court and in the method elected by the condemned in accordance with state statutes. Execution shall be effected in a professional, humane, sensitive, and dignified manner.

VI. PROCEDURES

A. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution for either male or female death row placements.

B. The condemned inmate will remain on death row until transferred to the death house at the Southern Ohio Correctional Facility for execution.

C. Upon receipt of a court scheduled execution, the Office of the Director, and the wardens of the institutions housing the death row inmate and the Southern Ohio Correctional Facility will be notified.

D. The warden of the institution housing death row will ensure that an inmate scheduled for execution is provided with an Election of Manner of Execution form no later than one week prior to the scheduled date of execution. A copy of the completed form indicating either electrocution or lethal injection as the elected form of execution shall be forwarded to the warden of the Southern Ohio Correctional Facility.

E. All executions will take place at the Southern Ohio Correctional Facility.

F. Barring a court ordered stay of execution or commutation by the Governor, the condemned inmate will be transferred to the death house at the Southern Ohio Correctional Facility no later than 24 hours from the scheduled date of execution.

G. The warden with the approval of the regional director will select an execution team. Members of the team will be sufficiently trained to assist in an execution.

H. In compliance with Administrative Regulation 5120-9-54, the warden of the Southern Ohio Correctional Facility will establish policy for conducting executions consistent with the laws of the State of Ohio and the Administrative Code.

I. In the event that a stay of execution is granted after the inmate has been transferred to the death house, the condemned inmate will be returned to death row.

J. Upon completion of execution procedures, a post-mortem examination of the inmate shall be made by the Scioto County Coroner or designee, or selected physician.

K. The warden of the Southern Ohio Correctional Facility will sign the death warrant recording the method of execution and verification that the death sentence has been carried out. The warden will then return the death warrant to the clerk of courts in the sentencing county with confirmation of the court's order.

L. The Director of the Department of Rehabilitation and Correction will notify the office of the Governor on the date and time that a court ordered execution has been carried out.

OHIO DEPARTMENT OF REHABILITATION AND CORRECTION
ELECTION OF MANNER OF EXECUTION

Pursuant to OR&C 2949.22 (B) (1) any person sentenced to death may elect to be executed by lethal injection instead of by electrocution. The election shall be made no later than one week prior to the scheduled date of execution of the person, in writing and filed with the Department of Rehabilitation and Correction.

If a person sentenced to death does not timely file with the Department a written notice of election to be executed by lethal injection, the person's death sentence shall be executed by electrocution.

Accordingly, as a person sentenced to death under the laws of the State of Ohio, _____, and scheduled for execution on _____, 19 ____, you are requested to indicate your election below and return this form to the Warden of the Southern Ohio Correctional Facility by _____, 19 ____.

- LETHAL INJECTION
- ELECTROCUTION

Neither a person's timely filing of a written notice of election under ORC #2949.22 (B) (1) nor a person's failure to file or timely file a written notice of election under that division shall affect or waive any right of appeal or postconviction relief that may be available under the laws of this state or the United States relative to the conviction for which the sentence of death was imposed upon the person or relative to the imposition or execution of that sentence of death.

Inmate Signature

Witness

Witness

Date

Date

Date

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT:	PAGE <u>1</u> OF <u>7</u>
Execution	SECTION: 001- NUMBER: 09
RULE/CODE REFERENCE:	SUPERCEDES: 001-09 dated 03/30/94
RELATED ACA STANDARDS:	EFFECTIVE DATE: April 12, 2001
RELATED AUDIT STANDARDS:	APPROVED: <i>[Signature]</i> RB

I. AUTHORITY:

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as he prescribes.

II. PURPOSE:

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY:

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS:

As used in this policy, the following will apply:

1. Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.
2. Critical Incident Debriefing Team: A group selected by the SOCF Warden available on the part of all persons involved. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:
 - Worker's own experiences of the execution including reactions and perceptions.
 - Review any negative aspects and feelings.
 - Review any positive aspects and feelings.
 - Relationships-over workers and family.
 - Empathy (sharing) with others.

- Disengagement from execution experience.
 - Integration of this experience into the professional work role for a positive future contribution to the overall team effort.
3. Stay: A court-ordered suspension or postponement of a legal execution.
 4. Electrocutation: Form of execution whereby a current of electricity of sufficient intensity to cause death passes through the body of a person sentenced to death.
 5. Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage to cause death.
 6. Reprieve: The postponement of an execution.
 7. Brine: Water saturated with salt, used to soak the sponges that will be applied to the condemned prisoner's head and leg at the time of electrocution to ensure proper contact for the electric current.

V. POLICY:

ORC 2949.22 establishes the responsibility of the Director to designate a penal institution where death sentences shall be executed. The responsibility of carrying out the execution on the day designated by the Ohio Supreme Court is designated to the Warden of that institution or to the Deputy Warden in his or her absence. Further, ORC 2949 establishes two methods of execution: electrocution and lethal injection. This allows any person sentenced to death the option of to electing lethal injection or electrocution and limits the period for election to one week prior to the scheduled date of execution.

It is the policy of the Ohio Department of Rehabilitation to carry out the death penalty as directed by the Courts and in the method elected by the condemned in accordance with the above statute. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

VI. PROCEDURES:

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 9:00 p.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.

4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.
5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:
 - The Warden or acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to execute the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or acting Warden thinks necessary.
 - The prisoner may select one of the following persons: a DRC, minister-of-record, clergy, rabbi, priest, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or acting Warden based on security considerations.
 - Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper; a television station; and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC Policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
 - a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

VI. PROCEDURE:

1. Approximately Thirty (30) Days Prior To The Scheduled Execution Date:
 - a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, OSP (Portsmouth and Jackson), and the Office of Victim Services.
 - b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.

2. Approximately One Week Prior To The Scheduled Date Of Execution:
 - a. The Warden of the institution housing the death row inmate will ensure that the inmate is provided with an Election of Manner of Execution Form (DRC 2459). A copy of the completed form indicating either electrocution or lethal injection as the elected form of execution shall be forwarded to the Director, Assistant Director and SOCF Warden.

3. Approximately Twenty-Four (24) Hours Prior To The Scheduled Execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to visitors, movement, mood changes, meals served, showers, telephone calls, etc.).
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. All inmate files shall be maintained in the SOCF Warden's Office.
 - d. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.

4. The Following Events Will Take Place Upon Arrival At The Death House:
 - a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:
 - Director and/or designee(s);
 - Warden;
 - Chief Public Information Officer(s);
 - Institution Deputy Warden'
 - Administrative Assistant to the Warden;
 - Chaplain;
 - Chief Electrician;
 - Physician;
 - Chief of Security;

- Maintenance Superintendent;
Other persons as deemed necessary by the Warden.
- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
 - c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
 - d. The condemned prisoner will be measured for clothing. Clothing will be equipped with Velcro fasteners in lieu of metal (if by electrocution).
 - e. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will specify who is to receive his or her personal effects.
 - f. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 10:00 am and 12:00 noon on the day of the scheduled execution. Limited contact visits will be permitted between the hours of 1:00 pm and 7:00 pm.
 - g. If manner of execution is electrocution, the institution electrician will thoroughly test all execution equipment. A record will be kept of test results; these tests will take place periodically until execution.
 - h. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
 - i. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
 - j. The condemned prisoner will specify in writing his/her request for funeral arrangements. This information shall be conveyed to the prisoner's family or others, as appropriate. The Execution Team Leader will be responsible for securing this information.
 - k. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
 - l. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
 - m. The Warden will relay any out of the ordinary activity to the South Regional Director.
 - n. The Execution Team will continue to drill/rehearse.
 - o. The Execution Team Leader will ask the condemned inmate to identify his or her special meal request.
 - p. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.
5. Approximately Eleven (11) Hours Prior To The Execution:
- a. All contact visits, upon the Warden's approval for a condemned inmate will be from the hours of 10:00 a.m. until 12:00 p.m. and limited to two (2) visitors at a time.
 - b. All limited contact visits, upon the Warden's approval for a condemned inmate will be from the hours of 1:00 p.m. until 7:00 p.m. and limited to two (2) visitors at a time.

6. Approximately Six (6) Hours Prior To The Execution:

- a. The execution team will prepare the brine and soak sponges, if electrocution is the selected method.
- b. The prisoner is served his/her special meal.

7. Approximately One (1) Hour Prior To The Execution:

- a. If the method of execution is electrocution, the execution team leader will supervise the shaving of the condemned prisoner's head and right leg.
- b. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
- c. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.

8. Approximately Fifteen (15) Minutes Prior To The Execution:

- a. The SOCF Command Center will establish phone communication with the Governor's Office. If there has been no stay or reprieve granted, this contact will be maintained until the execution has been carried out.
- b. The party pronouncing death will report to the Execution Chamber.

9. The Following Will Occur Just Prior To The Execution:

- a. The DR&C Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.
- b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.
- c. The Execution Team will place the condemned prisoner in the chair or on the lethal injection bed.
- d. If by electrocution, the execution team will secure the back, arm, forearm, lap, chest, and ankles. The electrode will then be attached to the right leg by a member of the execution team.
- e. If by lethal injection, the condemned prisoner will be placed on the bed and strapped down. Intravenous injection tubes will then be inserted.
- f. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
- g. The Warden will give the condemned prisoner the opportunity to give his or her last statement.

10. Execution:

- a. If by electrocution, the execution team will place the sponges on the condemned prisoner's head, secure the headset and attach the electrode to the headset. The head cover will then be placed on the prisoner's head.
- b. The Warden will give the signal to commence execution process.
- c. The designated members of the execution team will then activate the execution cycle, either by electrocution or lethal injection.
- d. Once the execution cycle is completed, the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
- e. The curtains will be opened for the Warden will pronounce the time of death. Witnesses will be escorted from the Death House.

11. Post-Execution:

- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
- b. The Execution Team will remove the deceased from the chair or injection bed, and place him or her on a gurney.
- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

12. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team/Staff participants' immediately following the execution.
- b. Interviews will be accomplished by the critical incident debriefing team as established by CIM guidelines.

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Execution	PAGE <u>1</u> OF <u>8</u>
	SECTION: 001- NUMBER: 09
RULE/CODE REFERENCE:	SUPERCEDES: 001-09 dated 04/12/01
RELATED ACA STANDARDS:	EFFECTIVE DATE: August 21, 2001
RELATED AUDIT STANDARDS:	APPROVED: <i>[Signature]</i>

I. **AUTHORITY:**

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as he prescribes.

II. **PURPOSE:**

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. **APPLICABILITY:**

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. **DEFINITIONS:**

As used in this policy, the following will apply:

1. **Execution Team:** A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.
2. **Critical Incident Debriefing Team:** A group selected by the SOCF Warden available to assist any persons involved. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:
 - Worker's own experiences of the execution including reactions and perceptions.
 - Review any negative aspects and feelings.
 - Review any positive aspects and feelings.
 - Relationships with workers and/or family.
 - Empathy (sharing) with others.
 - Disengagement from execution experience.

- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.
- 3. Stay: A court-ordered suspension or postponement of a legal execution.
- 4. Electrocutation: Form of execution whereby a current of electricity of sufficient intensity to cause death passes through the body of a person sentenced to death.
- 5. Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage to cause death.
- 6. Reprieve: The postponement of an execution.
- 7. Brine: Water saturated with salt, used to soak the sponges that will be applied to the condemned prisoner's head and leg at the time of electrocution to ensure proper contact for the electric current.

V. POLICY:

ORC 2949.22 establishes the responsibility of the Director to designate a penal institution where death sentences shall be executed. The responsibility of carrying out the execution on the day designated by the Ohio Supreme Court is designated to the Warden of that institution or to the Deputy Warden in his or her absence. Further, ORC 2949 establishes two methods of execution: electrocution and lethal injection. This allows any person sentenced to death the option of electing lethal injection or electrocution and limits the period for election to one week prior to the scheduled date of execution.

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by the Courts and in the method elected by the condemned in accordance with the above statute. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

VI. PROCEDURES:

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.

4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.
5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:
 - The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
 - The prisoner may select one of the following persons: a DRC chaplain, minister-of-record, clergy, rabbi, priest, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations.
 - Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper; a television station; and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
 - a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

VII. PROCEDURE:

1. Approximately Thirty (30) Days Prior To The Scheduled Execution Date:
 - a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, OSP (Portsmouth and Jackson), and the Office of Victim Services.
 - b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.
2. Approximately One Week Prior To The Scheduled Date Of Execution:
 - a. The Warden of the institution housing the death row inmate will insure that the inmate is provided with an Election of Manner of Execution Form (DRC 2459). A copy of the completed form indicating either electrocution or lethal injection as the selected form of execution shall be forwarded to the Director, Assistant Director and SOCF Warden.
3. Approximately Twenty-Four (24) Hours Prior To The Scheduled Execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to visitors, movement, mood changes, meals served, showers, telephone calls, etc.
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.
4. The Following Events Will Take Place Upon Arrival At The Death House:
 - a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:
 - Director and/or designee(s);
 - Warden;
 - Chief Public Information Officer(s);
 - Institution Deputy Warden;
 - Administrative Assistant to the Warden;
 - Chaplain;

Chief Electrician;
Physician;
Chief of Security;
Maintenance Superintendent;
Other persons as deemed necessary by the Warden.

- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- d. The condemned prisoner will be measured for clothing. Clothing will be equipped with Velcro fasteners in lieu of metal (if by electrocution).
- e. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will specify who is to receive his or her personal effects.
- f. The condemned prisoner will specify in writing his/her request for funeral arrangements. This information shall be conveyed to the prisoner's family or others, as appropriate. The Execution Team Leader will be responsible for securing this information.
- g. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- h. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
- i. If manner of execution is electrocution, the institution electrician will thoroughly test all execution equipment. A record will be kept of test results; these tests will take place periodically until execution.
- j. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
- k. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
- l. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.

- m. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
 - n. The Warden will relay any out of the ordinary activity to the South Regional Director.
 - o. The Execution Team will continue to drill/rehearse.
 - p. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.
5. Approximately Six (6) Hours Prior To The Scheduled Execution:
- a. The execution team will prepare the brine and soak sponges, if electrocution is the selected method.
6. Approximately One (1) Hour Prior To The Scheduled Execution:
- a. If the method of execution is electrocution, the execution team leader will supervise the shaving of the condemned prisoner's head and right leg.
 - b. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
 - c. Attorney and spiritual advisor shall be permitted cell-front visitation with the condemned until 8:45 a.m.
 - d. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.
7. Approximately Fifteen (15) Minutes Prior To The Scheduled Execution:
- a. The SOCF Command Center will establish phone communication with the Governor's Office. If there has been no stay or reprieve granted, this contact will be maintained until the execution has been carried out.
 - b. The party pronouncing death will report to the Execution Chamber.
8. The Following Will Occur Just Prior To The Execution:
- a. The DRC Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.

- b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.
 - c. The Execution Team will place the condemned prisoner in the chair or on the lethal injection bed.
 - d. If by electrocution, the execution team will secure the back, arm, forearm, lap, chest, and ankles. The electrode will then be attached to the right leg by a member of the execution team.
 - e. If by lethal injection, the condemned prisoner will be placed on the bed and strapped down. Intravenous injection tubes will then be inserted.
 - f. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
 - g. The Warden will give the condemned prisoner the opportunity to give his or her last statement.
9. Execution:
- a. If by electrocution, the execution team will place the sponges on the condemned prisoner's head, secure the headset and attach the electrode to the headset. The head cover will then be placed on the prisoner's head.
 - c. The Warden will give the signal to commence the execution process.
 - d. The designated members of the execution team will then activate the execution cycle, either by electrocution or lethal injection.
 - e. Once the execution cycle is completed (which includes a 5-minute waiting period following electrocution), the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
 - f. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.
10. Post-Execution:
- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
 - b. The Execution Team will remove the deceased from the chair or injection bed, and place him or her on a gurney.

- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

11. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
- b. The critical incident debriefing team will conduct interviews in accordance with CIM guidelines.



Department of Rehabilitation
and Correction

Subject: Execution	Page <u>1</u> of <u>8</u>
	Section: 001- Number: 09
Rule/Code Reference:	Supercedes: 001-09 dated 8/21/01
Related ACA Standards:	Effective Date: September 11, 2001
Related Audit Standards:	Approved: <i>Reginald K. Nelson</i>

I. AUTHORITY:

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as he prescribes.

II. PURPOSE:

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY:

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS:

As used in this policy, the following will apply:

1. **Execution Team:** A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.

2. **Critical Incident Debriefing Team:** A group selected by the SOCF Warden available to assist any persons involved. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.
- Review any positive aspects and feelings.
- Relationships with workers and/or family.
- Empathy (sharing) with others.
- Disengagement from execution experience.

Integration of this experience into the professional work role for a positive future contribution to the overall team effort.

3. Stay: A court-ordered suspension or postponement of a legal execution.

4. Electrocutation: Form of execution whereby a current of electricity of sufficient intensity to cause death passes through the body of a person sentenced to death.

5. Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage to cause death.

6. Reprieve: The postponement of an execution.

7. Brine: Water saturated with salt, used to soak the sponges that will be applied to the condemned prisoner's head and leg at the time of electrocution to ensure proper contact for the electric current.

V. POLICY:

ORC 2949.22 establishes the responsibility of the Director to designate a penal institution where death sentences shall be executed. The responsibility of carrying out the execution on the day designated by the Ohio Supreme Court is designated to the Warden of that institution or to the Deputy Warden in his or her absence. Further, ORC 2949 establishes two methods of execution: electrocution and lethal injection. This allows any person sentenced to death the option of electing lethal injection or electrocution and limits the period for election to one week prior to the scheduled date of execution.

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by the Courts and in the method elected by the condemned in accordance with the above statute. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

VI. PROCEDURES:

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.

2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.

3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.

4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.

5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:

- The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
- The Sheriff of the county in which the prisoner was tried and convicted.
- The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
- Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
- The prisoner may select one of the following persons: a DRC chaplain; minister-of-record, clergy, rabbi, priest, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
- Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
- Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations.
- Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper; a television station; and a radio station.

6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.

- a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
- b. Secondary communications will be via cellular telephone.
- c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

VII. PROCEDURE:

1. Approximately Thirty (30) Days Prior To The Scheduled Execution Date:

- a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, OSP (Portsmouth and Jackson), and the Office of Victim Services.
- b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.

2. Approximately One Week Prior To The Scheduled Date Of Execution:

- a. The Warden of the institution housing the death row inmate will insure that the inmate is provided with an Election of Manner of Execution Form (DRC 2459). A copy of the completed form indicating either electrocution or lethal injection as the selected form of execution shall be forwarded to the Director, Assistant Director and SOCF Warden.

3. Approximately Twenty-Four (24) Hours Prior To The Scheduled Execution:

- a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to visitors, movement, mood changes, meals served, showers, telephone calls, etc
- b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
- c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.

4. The Following Events Will Take Place Upon Arrival At The Death House:

- a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following: Director and/or designee(s);

Warden;
Chief Public Information Officer(s);
Institution Deputy Warden;
Administrative Assistant to the Warden;
Chaplain;
Chief Electrician;
Physician;
Chief of Security;

Maintenance Superintendent;
Other persons as deemed necessary by the Warden.

- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- d. The condemned prisoner will be measured for clothing. Clothing will be equipped with Velcro fasteners in lieu of metal (if by electrocution).
- e. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will specify who is to receive his or her personal effects.
- f. The condemned prisoner will specify in writing his/her request for funeral arrangements. This information shall be conveyed to the prisoner's family or others, as appropriate. The Execution Team Leader will be responsible for securing this information.
- g. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- h. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
- i. If manner of execution is electrocution, the institution electrician will thoroughly test all execution equipment. A record will be kept of test results; these tests will take place periodically until execution.
- j. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
- k. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
- l. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
- m. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.

- n. The Warden will relay any out of the ordinary activity to the South Regional Director.
- o. The Execution Team will continue to drill/rehearse.
- p. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.

5. Approximately Six (6) Hours Prior To The Scheduled Execution:

- a. The execution team will prepare the brine and soak sponges, if electrocution is the selected method.

6. Approximately One (1) Hour Prior To The Scheduled Execution:

- a. If the method of execution is electrocution, the execution team leader will supervise the shaving of the condemned prisoner's head and right leg.
- b. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
- c. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.

7. Approximately Fifteen (15) Minutes Prior To The Scheduled Execution:

- a. The SOCF Command Center will establish phone communication with the Governor's Office. If there has been no stay or reprieve granted, this contact will be maintained until the execution has been carried out.
- b. The party pronouncing death will report to the Execution Chamber.

8. The Following Will Occur Just Prior To The Execution:

- a. The DRC Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.
- b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.

- c. The Execution Team will place the condemned prisoner in the chair or on the lethal injection bed.
- d. If by electrocution, the execution team will secure the back, arm, forearm, lap, chest, and ankles. The electrode will then be attached to the right leg by a member of the execution team.
- e. If by lethal injection, the condemned prisoner will be placed on the bed and strapped down. Intravenous injection tubes will then be inserted.
- f. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
- g. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, who will be able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement. There will be no unreasonable restriction on the duration of the prisoner's last statement.

9. Execution:

- a. If by electrocution, the execution team will place the sponges on the condemned prisoner's head, secure the headset and attach the electrode to the headset. The head cover will then be placed on the prisoner's head.
- b. The Warden will give the signal to commence the execution process.
- c. The designated members of the execution team will then activate the execution cycle, either by electrocution or lethal injection.
- d. Once the execution cycle is completed (which includes a 5-minute waiting period following electrocution), the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
- e. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.

10. Post-Execution:

- a. The Warden, or his designee, will notify the Director that the execution has been carried out.

- b. The Execution Team will remove the deceased from the chair or injection bed, and place him or her on a gurney.
- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

11. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
- b. The critical incident debriefing team will conduct interviews in accordance with CIM guidelines.



Department of Rehabilitation
and Correction

Subject: Execution	Page <u>1</u> of <u>7</u>
	Section: 001- Number: 09
Rule/Code Reference:	Supersedes: 001-09 dated 9/1 1/01
Related ACA Standards:	Effective Date: November 21, 2001
Related Audit Standards:	Approved: <i>[Signature]</i>

I. AUTHORITY:

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as he prescribes.

II. PURPOSE:

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY:

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS:

As used in this policy, the following will apply:

1. Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.

2. Critical Incident Debriefing Team: A group selected by the SOCF Warden available to assist any persons involved. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.
- Review any positive aspects and feelings.
- Relationships with workers and/or family.

Replicates DRC 1361 and 1362

- Empathy (sharing) with others.
- Disengagement from execution experience.
- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.

3. Stay: A court-ordered suspension or postponement of a legal execution.

4. Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage to cause death.

5. Reprieve: The postponement of an execution.

V. POLICY:

Establishes the responsibility of the Director to designate a penal institution where death sentences shall be executed. The responsibility of carrying out the execution on the day designated by the Ohio Supreme Court is designated to the Warden of that institution or to the Deputy Warden in his or her absence.

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by the Courts. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

VI. PROCEDURES:

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.

2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.

3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.

4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.

5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:

SUBJECT: Execution

- The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
- The Sheriff of the county in which the prisoner was tried and convicted.
- The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
- Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
- The prisoner may select one of the following persons: a DRC chaplain, minister-of-record, clergy, rabbi, priest, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
- Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
- Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations.
- Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper; a television station; and a radio station.

6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.

- a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
- b. Secondary communications will be via cellular telephone.
- c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

VII. PROCEDURES:

1. Approximately Thirty (30) Days Prior To The Scheduled Execution Date:

- a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, OSP (Portsmouth and Jackson), and the Office of Victim Services.
- b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.

2. Approximately Twenty-Four (24) Hours Prior To The Scheduled Execution:

- a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to visitors, movement, mood changes, meals served, showers, telephone calls, etc
- b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
- c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.

3. The Following Events Will Take Place Upon Arrival At The Death House:

- a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following: Director and/or designee(s);
Warden;
Chief Public Information Officer(s);
Institution Deputy Warden;
Administrative Assistant to the Warden;
Chaplain;
Physician;
Chief of Security;
Maintenance Superintendent;
Other persons as deemed necessary by the Warden.
- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- d. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will specify who is to receive his or her personal effects.

- e. The condemned prisoner will specify in writing his/her request for funeral arrangements. This information shall be conveyed to the prisoner's family or others, as appropriate. The Execution Team Leader will be responsible for securing this information.
- f. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- g. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
- h. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
- i. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
- j. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
- k. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
- l. The Warden will relay any out of the ordinary activity to the South Regional Director.
- m. The Execution Team will continue to drill/rehearse.
- n. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.

4. Approximately One (1) Hour Prior To The Scheduled Execution:

- a. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
- b. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.

5. Approximately Fifteen (15) Minutes Prior To The Scheduled Execution:

- a. The SOCF Command Center will establish phone communication with the Governor's Office. If there has been no stay or reprieve granted, this contact will be maintained until the execution has been carried out.
- b. The party pronouncing death will report to the Execution Chamber.

6. The Following Will Occur Just Prior To The Execution:

- a. The DRC Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.
- b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.
- c. The Execution Team will place the condemned prisoner on the lethal injection bed, secure straps and intravenous injection tubes will then be inserted.
- d. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
- e. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, who will be able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement. There will be no unreasonable restriction on the duration of the prisoner's last statement.

7. Execution:

- a. The Warden will give the signal to commence the execution process.
- b. The designated members of the execution team will then activate the execution cycle.
- c. Once the execution cycle is completed, the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
- d. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.

8. Post-Execution:

- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
- b. The Execution Team will remove the deceased from the chair or injection bed, and place him or her on a gurney.
- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

9. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
- b. The critical incident debriefing team will conduct interviews in accordance with CIM guidelines.

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Execution	PAGE <u>1</u> OF <u>7</u>
	SECTION: 001 NUMBER: 09
RULE/CODE REFERENCE: ORC 2949.22	SUPERCEDES: 11/21/01
RELATED ACA STANDARDS:	EFFECTIVE DATE: July 17, 2003
RELATED AUDIT STANDARDS:	APPROVED: <i>[Signature]</i>

I. AUTHORITY

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Ohio Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

II. PURPOSE

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS

As used in this policy, the following will apply:

Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.

Critical Incident Debriefing Team: A group selected by the SOCF Warden available to assist any persons involved in the execution process. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.
- Review any positive aspects and feelings.
- Relationships with workers and/or family.
- Empathy (sharing) with others.
- Disengagement from execution experience.

- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.

Stay: A court-ordered suspension or postponement of a legal execution.

Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage is administered to cause death.

Reprieve: The postponement of an execution.

V. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by Ohio Courts of Law. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

It is the responsibility of the Director to designate a penal institution where death sentences shall be executed. The Warden of that facility, or Deputy Warden in the absence of the Warden, is responsible for carrying out the death sentence on the date established by the Ohio Supreme Court.

VI. PROCEDURES

A. General Guidelines

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.
4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.
5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:

- The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
 - The prisoner may select one of the following persons: a DRC chaplain, minister-of-record, clergy, rabbi, priest, imam, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations, as detailed in Department Policy 212-06, Victim Involvement in the Execution Process.
 - Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper; a television station; and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
- a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

B. Execution Procedures

1. Approximately thirty (30) days prior to the scheduled execution date:
 - a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA,

Ohio State Highway Patrol (Portsmouth and Jackson), and the Office of Victim Services.

- b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.
2. Approximately seven (7) days prior to the execution:
 - a. The MANCI or ORW Warden will have the Execution Information Release (DRC 1808) completed by the condemned prisoner. This information will verify information on the condemned prisoner, visitors, witnesses, spiritual advisor, attorney, requested witness, property, and funeral arrangements.
 - b. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.
 - c. The names and relationships of the victim's witnesses will be supplied to the SOCF Warden.
 3. Approximately twenty-four (24) hours prior to the scheduled execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to, visitors, movement, mood changes, meals served, showers, telephone calls, etc.
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.
 4. The following events will take place upon arrival at the Death House:
 - a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:
 - Director and/or designee(s)
 - Warden
 - Chief Public Information Officer(s)
 - Institution Deputy Warden
 - Administrative Assistant to the Warden
 - Chaplain

Physician
Chief of Security
Maintenance Superintendent
Any other person as deemed necessary by the Warden.

- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- d. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will have previously, per paragraph 2, specified who is to receive his or her personal effects.
- e. The condemned prisoner will, per paragraph 2, specify in writing his/her request for funeral arrangements.
- f. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- g. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
- h. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
- i. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
- j. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
- k. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
- l. The Warden will relay any out of the ordinary activity to the South Regional Director.
- m. The Execution Team will continue to drill/rehearse.

5. Approximately one (1) hour prior to the scheduled execution:
 - a. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
 - b. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.
6. Approximately fifteen (15) minutes prior to the scheduled execution:
 - a. The DRC Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.
 - b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.
 - c. The Execution Team will place the condemned prisoner on the lethal injection bed, secure straps and the intravenous injection tubes will then be inserted.
 - d. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
 - e. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, and are able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement and no unreasonable restriction on the duration of the prisoner's last statement.
7. Execution:
 - a. The Warden will give the signal to commence the execution process.
 - b. The designated members of the execution team will then activate the execution cycle.
 - c. Once the execution cycle is completed, the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
 - d. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.
8. Post-Execution:

- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
 - b. The Execution Team will remove the deceased from the execution bed, and place him or her on a gurney.
 - c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
 - d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.
9. Debriefing:
- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
 - b. The critical incident debriefing team will conduct interview in accordance with CIM guidelines.

VI. MONITORING AND EVALUATION

This policy shall be reviewed annually and updated as needed.

DRC 1808 (7/03)

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Execution	PAGE <u>1</u> OF <u>9</u>
	NUMBER: 01-COM-11
RULE/CODE REFERENCE: ORC 2949.22	SUPERCEDES: 001-09 dated 07/17/03
RELATED ACA STANDARDS:	EFFECTIVE DATE: January 8, 2004
RELATED AUDIT STANDARDS:	APPROVED: <i>[Signature]</i>

I. AUTHORITY

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Ohio Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

II. PURPOSE

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS

As used in this policy, the following will apply:

Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.

Critical Incident Debriefing Team: A group selected by the SOCF Warden available to assist any persons involved in the execution process. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.
- Review any positive aspects and feelings.
- Relationships with workers and/or family.
- Empathy (sharing) with others.
- Disengagement from execution experience.

- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.

Stay: A court-ordered suspension or postponement of a legal execution.

Lethal Injection: The form of execution whereby continuous intravenous injection of a series of lethal drugs of a sufficient dosage is administered to cause death.

Reprieve: The postponement of an execution.

V. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by Ohio Courts of Law. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

It is the responsibility of the Director to designate a penal institution where death sentences shall be executed. The Warden of that facility, or Deputy Warden in the absence of the Warden, is responsible for carrying out the death sentence on the date established by the Ohio Supreme Court.

VI. PROCEDURES

A. General Guidelines

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.
4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.
5. Attendance at the execution is governed by Administrative Regulation 5120-9-54 and includes:

- The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
 - The prisoner may select one of the following persons: a DRC chaplain, minister-of-record, clergy, rabbi, priest, imam, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations, as detailed in Department Policy 212-06, Victim Involvement in the Execution Process.
 - Representatives of the news media as the Director or his designee authorizes which shall include, but not be limited to, at least one representative of the following: a newspaper, a television station, and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
- a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

B. Execution Procedures

1. Approximately thirty (30) days prior to the scheduled execution date:
 - a. The MANCI or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA,

Ohio State Highway Patrol (Portsmouth and Jackson), and the Office of Victim Services.

- b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.
2. Approximately seven (7) days prior to the execution:
 - a. The MANCI or ORW Warden will have the Execution Information Release (DRC 1808) completed by the condemned prisoner. This information will verify information on the condemned prisoner, visitors, witnesses, spiritual advisor, attorney, requested witness, property, and funeral arrangements.
 - b. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in Administrative Rule 5120-9-54, Attendance at Execution and DRC Policy 003-03.
 - c. The names and relationships of the victim's witnesses will be supplied to the SOCF Warden.
 3. Approximately twenty-four (24) hours prior to the scheduled execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to, visitors, movement, mood changes, meals served, showers, telephone calls, etc.
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit written reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.
 4. The following events will take place upon arrival at the Death House:
 - a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:
 - Director and/or designee(s)
 - Warden
 - Chief Public Information Officer(s)
 - Institution Deputy Warden
 - Administrative Assistant to the Warden
 - Chaplain

Physician
Chief of Security
Maintenance Superintendent
Any other person as deemed necessary by the Warden.

- b. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- c. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- d. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will have previously, per paragraph 2, specified who is to receive his or her personal effects.
- e. The condemned prisoner will, per paragraph 2, specify in writing his/her request for funeral arrangements.
- f. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- g. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
- h. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
- i. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
- j. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
- k. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
- l. The Warden will relay any out of the ordinary activity to the South Regional Director.
- m. The Execution Team will continue to drill/rehearse.

5. These procedures shall be followed concerning the medications used in the execution.

a. Upon notification to the Warden of a firm execution date, a person qualified under Ohio law to administer medications shall order a quantity of the following drugs in a timely manner from the institution's licensed pharmacist: thiopental sodium, pancuronium bromide and potassium chloride. A sufficient quantity shall be ordered as a contingency against the contamination or other inadvertent loss of any of the drugs.

Prior to the execution and upon arrival of the inmate at the institution, a medical review of the inmate shall be conducted to establish any unique factors which may impact the manner in which the execution team carries out the execution.

b. On the day of the execution, the person qualified under Ohio law to administer medications shall take possession of the drugs thiopental sodium, pancuronium bromide and potassium chloride from the institution pharmacy, and shall document possession of the drugs by signing a receipt or log. The person qualified under Ohio law to administer medications shall deliver the drugs to the death house. The person qualified under Ohio law to administer medications shall, in the presence of a witness, give possession of the drugs to a person qualified to prepare intravenous injections. This transfer shall be documented by a receipt signed by these three parties. The person qualified under Ohio law to administer medications shall notify the command center upon the delivery of drugs and the command center shall log the time of delivery, the quantity, name and type of drugs delivered.

c. The drugs shall be prepared for injection by a person qualified under Ohio law to administer and prepare drugs for intravenous injections. The preparation of the drugs shall be monitored by a similarly qualified witness who shall independently verify the preparation and dosage of the drugs. When the drugs are prepared, the command center shall be notified and the time of the preparation recorded. The command center shall also record what drugs were prepared, the quantity, name and dosage of the prepared drugs.

d. The drugs shall be prepared as follows:¹

- i. Two grams of Thiopental Sodium prepared with 25 mg/cc concentration for a total of 80cc which are placed in two syringes labeled "one" and "two."
- ii. A third syringe is prepared with 20cc of saline used as a flush and labeled as syringe "three."
- iii. 100 mg of Pancuronium Bromide is prepared with 2mg/ml concentration for a total of 50cc which is placed into two 25cc syringes labeled "four" and "five."

¹ Depending upon the form and concentration of drugs delivered, it may be necessary to modify the preparation of syringes. In the event of any modification for any reason, a qualified witness shall review any modifications and the command center shall be notified and any changes recorded.

- iv. A syringe is prepared with 20cc of saline used as a flush and marked as syringe "six."
 - v. 100 milliequivalents of Potassium Chloride are prepared with 2 meq/cc concentration for a total of 50cc. The preparation is placed in a syringe labeled "seven."
 - vi. A syringe is prepared with 20 cc of saline used as a flush and marked as syringe "eight."
- e. The arm veins near the joint between the upper and lower arm will be utilized as the preferred site for the injection. In the event that the execution team is unable to prepare the inmate's veins at the preferred site to receive the intravenous dose of drugs, a qualified medical person authorized to administer intravenous drugs shall use an alternative site to deliver the drugs as they may be authorized by law.
- Upon the Warden's signal, the injections shall be administered in the order described above by a person qualified under Ohio law to administer intravenous injections. The start and finish time of each syringe shall be reported to the command center and recorded in a log.
- f. Upon completion of the injections, the curtain shall be drawn and the vital signs examined by a person qualified to determine the physical status of the inmate. After the time of death has been determined, the curtain shall be withdrawn and the time of death announced to the witnesses.
6. Approximately one (1) hour prior to the scheduled execution:
 - a. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
 - b. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.
 7. Approximately fifteen (15) minutes prior to the scheduled execution:
 - a. The DRC Public Information Officer, or designee will be responsible for media witnesses from the holding area to the witness room prior to the condemned inmate being escorted into the execution chamber.
 - b. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, after the death warrant has been read and media witnesses are in place.

- c. The Execution Team will place the condemned prisoner on the lethal injection bed, secure straps and the intravenous injection tubes will then be inserted.
 - d. Victim witnesses and inmate family witnesses will be escorted to the death house separately by designated SOCF staff.
 - e. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, and are able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement and no unreasonable restriction on the duration of the prisoner's last statement.
8. Execution:
- a. The Warden will give the signal to commence the execution process.
 - b. The designated members of the execution team will then activate the execution cycle.
 - c. Once the execution cycle is completed, the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
 - d. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.
9. Post-Execution:
- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
 - b. The Execution Team will remove the deceased from the execution bed, and place him or her on a gurney.
 - c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
 - d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.
10. Debriefing:
- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
 - b. The critical incident debriefing team will conduct interview in accordance with CIM guidelines.

SUBJECT: Execution

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DRC 1808 (7/03)

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Execution	PAGE <u>1</u> OF <u>9</u>
	NUMBER: 01-COM-11
RULE/CODE REFERENCE: ORC 2949.22	SUPERCEDES: 01-COM-11 dated 01/08/2004
RELATED ACA STANDARDS:	EFFECTIVE DATE: July 10, 2006
RELATED AUDIT STANDARDS:	APPROVED: <i>Tony J. Atkins</i>

I. AUTHORITY

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Ohio Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

II. PURPOSE

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS

As used in this policy, the following will apply:

Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF). Their duties also include preparation and testing of equipment and carrying out pre- and post-execution activities.

Critical Incident Debriefing Team: A group selected by the SOCF Warden available to assist any persons involved in the execution process. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.

- Review any positive aspects and feelings.
- Relationships with workers and/or family.
- Empathy (sharing) with others.
- Disengagement from execution experience.
- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.

Stay: A court-ordered suspension or postponement of a legal execution.

Lethal Injection: The form of execution whereby a continuous intravenous injection of a series of drugs in sufficient dosages is administered to cause death.

Reprieve: The postponement of an execution.

V. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by Ohio Courts of Law. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

It is the responsibility of the Director to designate a penal institution where death sentences shall be executed. The Warden of that facility, or Deputy Warden in the absence of the Warden, is responsible for carrying out the death sentence on the date established by the Ohio Supreme Court.

VI. PROCEDURES

A. General Guidelines

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) or Ohio State Penitentiary (OSP) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.
4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director and the SOCF Warden.

5. Attendance at the execution is governed by the Ohio Revised Code, section 2949.25 and includes:
- The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
 - The prisoner may select one of the following persons: a DRC chaplain, minister-of-record, clergy, rabbi, priest, imam, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect, subject to the approval of the Warden.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations, as detailed in Department Policy 03-OVS-06, Victim Involvement in the Execution Process.
 - Representatives of the news media as the Director or his designee authorizes which shall include at least one representative of the following: a newspaper, a television station; and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
- a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

B. Execution Procedures

1. Approximately thirty (30) days prior to the scheduled execution date:
 - a. The MANCI, OSP or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, Ohio State Highway Patrol (Portsmouth and Jackson), and the Office of Victim Services.
 - b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.
2. Approximately seven (7) days prior to the execution:
 - a. The MANCI, OSP or ORW Warden will have the Execution Information Release (DRC 1808) completed by the condemned prisoner. This information will verify information on the condemned prisoner, visitors, witnesses, spiritual advisor, attorney, requested witness, property, and funeral arrangements.
 - b. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in this Policy.
 - c. The names and relationships of the victim's witnesses will be supplied to the SOCF Warden.
3. Approximately twenty-four (24) hours prior to the scheduled execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to, visitors, movement, mood changes, meals served, showers, telephone calls, etc.
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit progress reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.
4. The following events will take place upon arrival at the Death House:
 - a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:

Director and/or designee(s)
Warden
Chief Public Information Officer(s)
Institution Deputy Warden
Administrative Assistant to the Warden
Chaplain
Physician
Chief of Security
Maintenance Superintendent
Any other person as deemed necessary by the Warden.

- b. Every possible effort shall be made to anticipate and plan for foreseeable difficulties in establishing and maintaining the intravenous (IV) lines. The condemned prisoner shall be evaluated by appropriately trained staff on the day of arrival at the institution, to evaluate the prisoner's veins and plan for the insertion of the IV lines. This evaluation shall include a "hands-on" examination as well as a review of the medical chart. At a minimum, the inmate shall be evaluated upon arrival, later that evening at a time to be determined by the warden, and on the following morning prior to nine a.m. Potential problems shall be noted and discussed, and potential solutions considered, in advance of the execution.
- c. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
- d. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
- e. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will have previously, per paragraph 2, specified who is to receive his or her personal effects.
- f. The condemned prisoner will, per paragraph 2, specify in writing his/her request for funeral arrangements.
- g. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
- h. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.

- i. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
 - j. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
 - k. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
 - l. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
 - m. The Warden will relay any out of the ordinary activity to the South Regional Director.
 - n. The Execution Team will continue to drill/rehearse.
5. These procedures shall be followed concerning the medications used in the execution.
- a. Upon notification to the Warden of a firm execution date, a person qualified under Ohio law to administer medications shall order a quantity of the following drugs in a timely manner from the institution's licensed pharmacist: thiopental sodium, pancuronium bromide and potassium chloride. A sufficient quantity shall be ordered as a contingency against the contamination or other inadvertent loss of any of the drugs.

Prior to the execution and upon arrival of the inmate at the institution, a medical review of the inmate shall be conducted to establish any unique factors which may impact the manner in which the execution team carries out the execution. This evaluation shall include a "hands-on" examination as well as a review of the medical chart. Potential problems shall be noted and discussed, and potential solutions considered, in advance of the execution.
 - b. On the day of the execution, the person qualified under Ohio law to administer medications shall take possession of the drugs thiopental sodium, pancuronium bromide and potassium chloride from the institution pharmacy, and shall document possession of the drugs by signing a receipt or log. The person qualified under Ohio law to administer medications shall deliver the drugs to the death house.

The person qualified under Ohio law to administer medications shall, in the presence of a witness, give possession of the drugs to a person qualified to prepare intravenous injections. This transfer shall be documented by a receipt signed by these three parties. The person qualified under Ohio law to administer medications shall notify the command center upon the delivery of drugs and the command center shall log the time of delivery, the quantity, name and type of drugs delivered.
 - c. The drugs shall be prepared for injection by a person qualified under Ohio law to administer and prepare drugs for intravenous injections. The preparation of the drugs

shall be monitored by a similarly qualified witness who shall independently verify the preparation and dosage of the drugs. When the drugs are prepared, the command center shall be notified and the time of the preparation recorded. The command center shall also record what drugs were prepared, the quantity, name and dosage of the prepared drugs.

- d. The execution team shall make every effort to establish IV sites in two locations, and they shall take the amount of time necessary when pursuing this objective. This step shall be accomplished in the holding cell, and the staff shall utilize heparin locks to create the sites and keep them open. The team shall test the viability of the IV site with a small amount of saline, to be flushed through the heparin lock.
 - e. Once the inmate has been escorted to the chamber, a low-pressure saline drip shall be connected to the IV sites.
 - f. The drugs shall be prepared as follows:¹
 - i. Two grams of Thiopental Sodium prepared with 25 mg/cc concentration for a total of 80cc which are placed in two syringes labeled "one" and "two."
 - ii. 100 mg of Pancuronium Bromide is prepared with 2mg/ml concentration for a total of 50cc which is placed into two 25cc syringes labeled "three" and "four."
 - iii. 100 milliequivalents of Potassium Chloride are prepared with 2 meq/cc concentration for a total of 50cc. The preparation is placed in a syringe labeled "five."
 - g. The arm veins near the joint between the upper and lower arm will be utilized as the preferred site for the injection. In the event that the execution team is unable to prepare the inmate's veins at the preferred site to receive the intravenous dose of drugs, a qualified medical person authorized to administer intravenous drugs shall use an alternative site to deliver the drugs as they may be authorized by law.
6. Approximately one (1) hour prior to the scheduled execution:
- a. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
 - b. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.

¹ Depending upon the form and concentration of drugs delivered, it may be necessary to modify the preparation of syringes. In the event of any modification for any reason, a qualified witness shall review any modifications and the command center shall be notified and any changes recorded.

7. Approximately fifteen (15) minutes prior to the scheduled execution:
 - a. The warden shall read the death warrant to the condemned prisoner.
 - b. All authorized witness groups will be escorted to the death house separately by designated staff.
8. Execution:
 - a. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, place the condemned prisoner on the lethal injection bed, secure the straps and insert the intravenous injection tubes.
 - b. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, and are able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement and no unreasonable restriction on the duration of the prisoner's last statement.
 - c. Upon the Warden's signal, the injections shall be administered in the order described above by a person qualified under Ohio law to administer intravenous injections. The start and finish time of each syringe shall be reported to the command center and recorded in a log. The low-pressure saline drip shall be allowed to flush saline through the lines for at least sixty seconds between syringes two and three, between syringes four and five, and again after syringe five.
 - d. The execution team leader and the warden shall observe the inmate's IV sites for signs of infiltration throughout the time that the drugs are being administered to the inmate. In the event that both IV sites become compromised, the team shall take such time as may be necessary to establish a viable IV site.
 - e. Once the execution cycle is completed, the curtains will be drawn and the designated personnel will examine the body and pronounce the prisoner dead.
 - f. The curtains will be opened for the Warden to pronounce the time of death. Witnesses will be escorted from the Death House.
9. Post-Execution:
 - a. The Warden, or his designee, will notify the Director that the execution has been carried out.
 - b. The Execution Team will remove the deceased from the execution bed, and place him or her on a gurney.

- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

10. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
- b. The critical incident debriefing team will conduct interview in accordance with CIM guidelines.

ATTACHMENTS:

DRC 1808 Execution Information Release

STATE OF OHIO



DEPARTMENT OF REHABILITATION
AND CORRECTION

SUBJECT: Execution	PAGE <u>1</u> OF <u>9</u>
	NUMBER: 01-COM-11
RULE/CODE REFERENCE: ORC 2949.22	SUPERCEDES: 01-COM-11 dated 07/10/06
RELATED ACA STANDARDS:	EFFECTIVE DATE: October 11, 2006
RELATED AUDIT STANDARDS:	APPROVED: <i>Tony J. Collins</i>

I. AUTHORITY

This policy is issued in compliance with Ohio Revised Code 5120.01 which delegates to the Director of the Ohio Department of Rehabilitation and Correction the authority to manage and direct the total operations of the Department and to establish such rules and regulations as the Director prescribes.

II. PURPOSE

The purpose of this policy is to establish guidelines for carrying out a court-ordered sentence of death.

III. APPLICABILITY

This policy applies to all individuals involved in carrying out a court-ordered death sentence in accordance with all applicable policies, administrative regulations and statutes.

IV. DEFINITIONS

As used in this policy, the following will apply:

Execution Team: A team consisting of no less than twelve (12) members, designated by the Warden of the Southern Ohio Correctional Facility (SOCF) and the Religious Services Administrator. Their duties also include preparation and testing of equipment carrying out pre- and post-execution activities; and counseling with the inmate.

Critical Incident Debriefing Team: A group selected by the SOCF Warden, and including the Religious Services Administrator available to assist any persons involved in the execution process. A psychological debriefing process is available via DRC clinical staff and others to recognize stressors associated with executions and to work through them with affected staff as follows:

- Worker's own experiences of the execution including reactions and perceptions.
- Review any negative aspects and feelings.
- Review any positive aspects and feelings.
- Relationships with workers and/or family.
- Empathy (sharing) with others.
- Disengagement from execution experience.
- Integration of this experience into the professional work role for a positive future contribution to the overall team effort.
- Exploring Religious Convictions and feelings.

Stay: A court-ordered suspension or postponement of a legal execution.

Lethal Injection: The form of execution whereby a continuous intravenous injection of a series of drugs in sufficient dosages is administered to cause death.

Reprieve: The postponement of an execution.

V. POLICY

It is the policy of the Ohio Department of Rehabilitation and Correction to carry out the death penalty as directed by Ohio Courts of Law. All execution processes shall be performed in a professional, humane, sensitive and dignified manner.

It is the responsibility of the Director to designate a penal institution where death sentences shall be executed. The Warden of that facility, or Deputy Warden in the absence of the Warden, is responsible for carrying out the death sentence on the date established by the Ohio Supreme Court.

VI. PROCEDURES

A. General Guidelines

1. All offenders sentenced to death by a court of law will be transported to a reception center within the Ohio Department of Rehabilitation and Correction for initial processing. Upon completion of the reception process the offender will immediately be transferred to the designated institution: Mansfield Correctional Institution (MANCI) or Ohio State Penitentiary (OSP) for male offenders or Ohio Reformatory for Women (ORW) for female offenders.
2. All court-ordered executions shall be carried out at the Southern Ohio Correctional Facility (SOCF) at 10:00 a.m. on the scheduled execution date.
3. Unless otherwise designated by the Director or designee, the condemned inmate will remain on death row until transferred to the Death House at SOCF for scheduled execution.

4. The Ohio Supreme Court shall designate the date of execution. Upon receipt of a scheduled execution date, the Warden of the institution housing the inmate shall notify the Director, the Religious Services Administrator and the SOCF Warden.
5. Attendance at the execution is governed by the Ohio Revised Code, section 2949.25 and includes:
 - The Warden or Acting Warden of the institution where the execution is to be conducted, and such number of correction officers or other persons as the Warden or Acting Warden thinks necessary to carry out the death sentence.
 - The Sheriff of the county in which the prisoner was tried and convicted.
 - The Director of the Department of Rehabilitation and Correction, or his designee and any other person selected by the Director or his designee to ensure that the death sentence is carried out.
 - Such number of physicians of the institution where the execution is to be conducted and medical personnel as the Warden or Acting Warden thinks necessary.
 - The prisoner may select one of the following persons: the Religious Services Administrator, minister-of-record, clergy, rabbi, priest, imam, or regularly ordained, accredited, or licensed minister of an established and legally cognizable church, denomination or sect, subject to the approval of the Warden.
 - Three persons designated by the prisoner who are not confined in any state institution subject to the approval of the Warden or Acting Warden based on security considerations.
 - Three persons designated by the immediate family of the victim, subject to the approval of the Warden or Acting Warden based on security considerations, as detailed in Department Policy 03-OVS-06, Victim Involvement in the Execution Process.
 - Representatives of the news media as the Director or his designee authorizes which shall include at least one representative of the following: a newspaper; a television station; and a radio station.
6. The SOCF Warden shall establish procedures for conducting executions consistent with all applicable laws, administrative codes and DRC policies. This will include the establishment of a communication system between the Governor's Office and the SOCF Command Center.
 - a. Primary communications will be via a telephone line opened directly to the SOCF Command Center from the execution chamber. This line will be tested one (1) hour prior to the scheduled execution. Other than testing, this line will remain open.
 - b. Secondary communications will be via cellular telephone.
 - c. In the event that both the primary and secondary communications are inoperable, the execution will be delayed until communications are established.

B. Execution Procedures

1. Approximately thirty (30) days prior to the scheduled execution date:
 - a. The MANCI, OSP or ORW Warden will notify the Director by memo, with copies going to the Regional Director, DRC Chief Counsel, Assistant Director, APA, Ohio State Highway Patrol (Portsmouth and Jackson), and the Office of Victim Services.
 - b. The SOCF Execution Team will begin conducting training sessions no less than once per week until the scheduled date of execution.
 - c. The Religious Services Administrator (RSA) shall make contact with the inmate to establish counseling and family contact information
2. Approximately seven (7) days prior to the execution:
 - a. The MANCI, OSP or ORW Warden will have the Execution Information Release (DRC 1808) completed by the condemned prisoner. This information will verify information on the condemned prisoner, visitors, witnesses, spiritual advisor, attorney, requested witness, property, and funeral arrangements.
 - b. The names of official witnesses/media witnesses will be supplied to the SOCF Warden, as outlined in this Policy.
 - c. The names and relationships of the victim's witnesses will be supplied to the SOCF Warden.
 - d. The RSA will provide family information from inmate to warden at SOCF
3. Approximately twenty-four (24) hours prior to the scheduled execution:
 - a. The condemned prisoner will be transferred from Death Row and housed in the Death House at SOCF. The condemned inmate will be constantly monitored by at least three (3) members of the execution team. A log will be maintained including, but not limited to, visitors, movement, mood changes, meals served, showers, telephone calls, etc.
 - b. The SOCF staff psychologist will interview the prisoner periodically and submit progress reports to the Warden. All inmate files shall be maintained in the Warden's office at SOCF.
 - c. The Warden will establish a line of communication with DRC legal staff and the Attorney General's Office for notice of case status and/or other significant legal changes.

- d. The RSA will provide counseling and spiritual support unless the inmate requests not to have contact.
 - e. Beginning with his arrival at SOCF, the inmate will not be forced to meet with non-staff visitors that he does not wish to see.
4. The following events will take place upon arrival at the Death House:
- a. Once the condemned inmate is at SOCF, the Death House will be restricted to the following:
 - Director and/or designee(s)
 - Warden
 - Chief Public Information Officer(s)
 - Institution Deputy Warden
 - Administrative Assistant to the Warden
 - Chaplain
 - Physician
 - Chief of Security
 - Maintenance Superintendent
 - Any other person as deemed necessary by the Warden.
 - b. Every possible effort shall be made to anticipate and plan for foreseeable difficulties in establishing and maintaining the intravenous (IV) lines. The condemned prisoner shall be evaluated by appropriately trained staff on the day of arrival at the institution, to evaluate the prisoner's veins and plan for the insertion of the IV lines. This evaluation shall include a "hands-on" examination as well as a review of the medical chart. At a minimum, the inmate shall be evaluated upon arrival, later that evening at a time to be determined by the warden, and on the following morning prior to nine a.m. Potential problems shall be noted and discussed, and potential solutions considered, in advance of the execution.
 - c. SOCF chaplains will make periodic visits to the condemned prisoner, if requested by the inmate.
 - d. The Deputy Warden of Operations will assign security personnel to staff entrances, checkpoints and to assist the Ohio State Highway Patrol (OSHP).
 - e. The Execution Team Leader will ensure that the prisoner's property is inventoried in front of the prisoner. The condemned prisoner will have previously, per paragraph 2, specified who is to receive his or her personal effects.
 - f. The condemned prisoner will, per paragraph 2, specify in writing his/her request for funeral arrangements.

- g. The Execution Team Leader will ask the condemned inmate to identify his or her last special meal request. The last meal will be served at approximately 4:00 p.m. the day prior to the scheduled execution.
 - h. The condemned prisoner will be allowed contact visits with family, friends and/or private clergy, as approved by the Warden, between the hours of 4:30 p.m. and 7:30 p.m. on the day prior to the scheduled execution. Cell front visits will be permitted between the hours of 6:30 a.m. and 8:00 a.m. on the day of the scheduled execution. The attorney and spiritual advisor may continue to visit with the condemned until 8:45 a.m.
 - i. All communication equipment will be tested, including primary and secondary communication with the Governor's Office.
 - j. Key personnel will be briefed by the Warden, including medical and mental health, in order to allow intake information to be obtained.
 - k. The Warden will receive updates from security personnel and the OSHP on crowd control, demonstrations, pickets, etc.
 - l. The Chief of Security will brief the Warden on the level of tension within the remainder of the prison population.
 - m. The Warden will relay any out of the ordinary activity to the South Regional Director.
 - n. The Execution Team will continue to drill/rehearse.
5. These procedures shall be followed concerning the medications used in the execution.
- a. Upon notification to the Warden of a firm execution date, a person qualified under Ohio law to administer medications shall order a quantity of the following drugs in a timely manner from the institution's licensed pharmacist: thiopental sodium, pancuronium bromide and potassium chloride. A sufficient quantity shall be ordered as a contingency against the contamination or other inadvertent loss of any of the drugs.
- Prior to the execution and upon arrival of the inmate at the institution, a medical review of the inmate shall be conducted to establish any unique factors which may impact the manner in which the execution team carries out the execution. This evaluation shall include a "hands-on" examination as well as a review of the medical chart. Potential problems shall be noted and discussed, and potential solutions considered, in advance of the execution.
- b. On the day of the execution, the person qualified under Ohio law to administer medications shall take possession of the drugs thiopental sodium, pancuronium bromide and potassium chloride from the institution pharmacy, and shall document possession of the drugs by signing a receipt or log. The

person qualified under Ohio law to administer medications shall deliver the drugs to the death house.

The person qualified under Ohio law to administer medications shall, in the presence of a witness, give possession of the drugs to a person qualified to prepare intravenous injections. This transfer shall be documented by a receipt signed by these three parties. The person qualified under Ohio law to administer medications shall notify the command center upon the delivery of drugs and the command center shall log the time of delivery, the quantity, name and type of drugs delivered.

- c. The drugs shall be prepared for injection by a person qualified under Ohio law to administer and prepare drugs for intravenous injections. The preparation of the drugs shall be monitored by a similarly qualified witness who shall independently verify the preparation and dosage of the drugs. When the drugs are prepared, the command center shall be notified and the time of the preparation recorded. The command center shall also record what drugs were prepared, the quantity, name and dosage of the prepared drugs.
- d. The execution team shall make every effort to establish IV sites in two locations, and they shall take the amount of time necessary when pursuing this objective. This step shall be accomplished in the holding cell, and the staff shall utilize heparin locks to create the sites and keep them open. The team shall test the viability of the IV site with a small amount of saline, to be flushed through the heparin lock.
- e. Once the inmate has been escorted to the chamber, a low-pressure saline drip shall be connected to the IV sites.
- f. The drugs shall be prepared as follows:¹
 - i. Two grams of Thiopental Sodium prepared with 25 mg/cc concentration for a total of 80cc which are placed in two syringes labeled "one" and "two."
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- g. The arm veins near the joint between the upper and lower arm will be utilized as the preferred site for the injection. In the event that the execution team is unable to prepare the inmate's veins at the preferred site to receive the

¹ Depending upon the form and concentration of drugs delivered, it may be necessary to modify the preparation of syringes. In the event of any modification for any reason, a qualified witness shall review any modifications and the command center shall be notified and any changes recorded.

intravenous dose of drugs, a qualified medical person authorized to administer intravenous drugs shall use an alternative site to deliver the drugs as they may be authorized by law.

6. Approximately one (1) hour prior to the scheduled execution:
 - a. The prisoner will be permitted to take a shower and dress in the appropriate clothing for the execution.
 - b. Official witnesses to the execution will report to the institution. The victim's witnesses will report to the Portsmouth Highway Patrol Post for escort to the institution by designated SOCF personnel.
 - c. The RSA will be present to counsel and provide spiritual support to the inmate and staff.
7. Approximately fifteen (15) minutes prior to the scheduled execution:
 - a. The warden shall read the death warrant to the condemned prisoner.
 - b. All authorized witness groups will be escorted to the death house separately by designated staff.
8. Execution:
 - a. The Warden and Execution Team will escort the condemned prisoner to the execution chamber, place the condemned prisoner on the lethal injection bed, secure the straps and insert the intravenous injection tubes.
 - b. The Warden will ask the condemned prisoner if he has any last words. If the prisoner has a last statement, he will be allowed to make it while the witnesses are present in the adjacent viewing chambers, and are able to see him and hear him via microphone. There will be no restriction on the content of the condemned prisoner's statement and no unreasonable restriction on the duration of the prisoner's last statement.
 - c. Upon the Warden's signal, the injections shall be administered in the order described above by a person qualified under Ohio law to administer intravenous injections. The start and finish time of each syringe shall be reported to the command center and recorded in a log. The low-pressure saline drip shall be allowed to flush saline through the lines for at least sixty seconds between syringes two and three, between syringes four and five, and again after syringe five.
 - d. The execution team leader and the warden shall observe the inmate's IV sites for signs of infiltration throughout the time that the drugs are being administered to the inmate. In the event that both IV sites become

compromised, the team shall take such time as may be necessary to establish a viable IV site.

- e. The RSA or the inmate's Spiritual Advisor will anoint the body of the inmate if requested by the inmate.
- f. The RSA will coordinate the burial of the inmate's body with local chaplains if the inmate's family does not want the body.

9. Post-Execution:

- a. The Warden, or his designee, will notify the Director that the execution has been carried out.
- b. The Execution Team will remove the deceased from the execution bed, and place him or her on a gurney.
- c. Disposition of the body will be in accordance with arrangements made prior to the execution at the prisoner's request.
- d. The Warden will sign and return the death warrant to the court, indicating the execution has been carried out.

10. Debriefing:

- a. The Warden will ensure that critical incident debriefings are available for the Execution Team and staff participants immediately following the execution.
- b. The critical incident debriefing team will conduct interview in accordance with CIM guidelines.
- c. The RSA will be available for debriefing for the staff and the family of the inmate

ATTACHMENTS:

DRC 1808 Execution Information Release