

### Recording of Inmate Telephone Calls (Effective November 01, 2014)

It is the policy of the Harris County Sheriff's Office to respect the rights of all citizens and ensure constitutionally guaranteed rights are protected. To that end, the Sheriff's Office has revised current policy to help ensure attorney/client telephone calls remain private.

The Harris County Sheriff's Office, through its inmate telephone provider, has the capability to monitor and record all outgoing inmate telephone calls made from inside its detention facilities. Although the Sheriff's Office does not intentionally record or monitor privileged telephone calls, to ensure this does not occur in error, attorneys will need to complete the following steps:

- 1.) Report, in person, to one of the three detention facilities in the downtown Houston area (701 North San Jacinto Street; 1200 Baker Street; or 1307 Baker Street).
- 2.) Complete the provided form requesting that certain designated telephone numbers be blocked from recording.
- 3.) Present your proper identification and bar card to the deputy on duty, along with the completed form.

The deputy will record and copy your identifying information and forward the request to the telephone provider. In order to remove a telephone number from the list, you will need to report in person to one of the three detention facilities listed above and present your request in written form. To add a new telephone number, you will need to follow the same steps initially required to place numbers on the blocked list. Please provide all numbers used by you or your law office to speak with clients, *and no others*.

**Note:** Video attorney/client visits are *never* recorded by the Harris County Sheriff's Office. Attorneys can rely upon the attorney/client privilege completely when conducting visits with their clients through video means.