

San Diego County Sheriff's Department Detention Services Bureau – Manual of Policies and Procedures

DATE:	JULY 3, 2018
NUMBER:	L.4
SUBJECT:	HOUSEKEEPING PLAN
RELATED SECTIONS:	L.2
IN COMPLIANCE WITH:	BSCC TITLE 15, ARTICLE 15. §1280. Facility Sanitation, Safety, and Maintenance.

PURPOSE

To establish a policy to ensure a written housekeeping plan exists for each facility.

POLICY

Each facility will establish a written housekeeping plan for all areas of the facility.

PROCEDURE

- I. Each facility will have a plan, written on a policy green sheet, explaining the daily cleaning and housekeeping activities that will occur on a regular basis.
- II. At a minimum, medical isolation cells shall be cleaned and disinfected using facility approved disinfectants and/or a 10 to 1 bleach solution after every use and every 24 hours when occupied.
- III. The housekeeping plan will include, but not be limited to: areas to be cleaned; those responsible for the cleaning; who supervises the cleaners; how supplies and materials are ordered and distributed; what training is needed in the areas of safety, efficiency and cost effectiveness; and who does the post cleaning inspection.