

**SAN DIEGO COUNTY SHERIFF'S DEPARTMENT
COURT SERVICES BUREAU
POLICIES AND PROCEDURES MANUAL**

DATE	DISSEMINATION	CATEGORY	NUMBER
August 30, 2018	BUREAU-WIDE	NORMAL OPERATIONS	F. 41
SUBJECT: HOLDING CELL INTERCOM TESTING			PAGE 1 of 1

Purpose:

To establish Court Services Bureau (CSB) guidelines for conducting a weekly test of the intercom system when located in inmate holding cells at courthouse facilities.

Policy:

Each courthouse shall have a facility specific policy and procedure for testing the intercoms in each inmate holding cell. The weekly tests and any required maintenance shall be entered into the Jail Information Management System (JIMS).

Procedure:

Policy section only.