

SDSD Detention Services Bureau- East Mesa Reentry Facility

Date: 04-21-22

Number: A.7.M

Subject: Detention Service Bureau Policy and Procedure Manual Review Revision and Accountability

Related Sections:

PROCEDURE:

I. POLICY AND PROCEDURE COMMITTEE:

The Administrative Sergeant, Administrative Deputy, Watch Commanders, Training Officers and Corporals will comprise the East Mesa Reentry Facility Policy and Procedure (Green Sheet) Review Committee.

The duties of the Policy and Procedure (Green Sheet) Committee are:

- A. On January 1st of each year begin a review of the East Mesa Green Sheets accompanying the Detention Facility Policy and Procedure Manual. This review will be completed by March 1st of each year.
- B. Prepare any necessary additions, deletions, or changes.
- C. Present such changes to the Facility Commander for review. The recommended changes will accompany the corresponding Detention Facility Policy and the Green Sheet to be changed.
- D. Upon approval by the Facility Commander the Green Sheet will be distributed to the Detention Facility Policy and Procedure Manuals and published electronically.