

Date: 01-15-22
Number: L.3.M
Subject: MATTRESSR
elated Sections:

PROCEDURE:

Incarcerated persons who are being released or transferred from Dorms A-D will remove their mattress from their bunk. They will then drop off the mattress in the designated area located in the corridor next to the release gate. The incarcerated worker assigned to worker operations will clean all dirty mattresses and stock the mattresses in the processing area. Worker deputies will ensure this task is completed. Incoming transfers of incarcerated persons that will be housed in Dorms A-D will be issued a mattress in the processing area.

Incarcerated persons being housed in House 3 and 4 will be provided a mattress at their assigned housing unit. Incarcerated persons transferring out of House 3 and 4 will remove their mattress from their bunk and place it outside of their module. The housing deputy will ensure the mattresses are cleaned and disinfected by the incarcerated worker assigned to house custodial duties. The mattresses will then be stored in the housing unit's storage closet. Housing deputies will be responsible for ensuring this task is completed.