

SDSD Detention Services Bureau—George Bailey Detention Facility Green Sheet

DATE: OCTOBER 14, 2021
NUMBER: L.7.G
SUBJECT: RAZORS

PROCEDURE

I. DISTRIBUTION

A. To ensure all inmates are given access to a razor, except for inmates with active "Razor Restrictions," deputies will utilize one of the following methods below:

1. Distribute razors after the inmates have been locked down for night count.
2. Prior to night count, deputies have the discretion to distribute razors from the appropriate service window to the tier that is out for dayroom. After night count, the deputies will then distribute razors to the tier that was not scheduled for dayroom.
3. Deputies may alternatively choose to distribute razors to each quad/cell prior to the start of their dayroom time.

B. Prior to razor distribution, deputies shall review the Jail Information Management System (JIMS) Web Report, "Active Inmates with Selected Hazards: Razor Restriction." Any inmates found on this list will not be offered a razor. Once reviewed, deputies shall make an entry in the JIMS Area Activity Log using the event type, "Razor Restriction List Reviewed." If razors are distributed during dayroom time, those inmates with "Razor Restriction" shall be removed from the module until razors are collected.

[REDACTED]

D. The floor deputy will advise the housing control deputy of the number of razors distributed into each module. The housing control deputy will make a notation in the JIMS Area Activity Log documenting the number of razors distributed.

II. COLLECTION

A. Deputies will collect razors prior to the next safety check ensuring inmates received at least a minimum of 15 minutes to shave. The deputies will inspect each razor to ensure the blade is intact and the razor has not been altered in any way. [REDACTED]

[REDACTED]

- B. The floor deputy will advise the housing control deputy of the number of razors collected from each module. The housing control deputy will make a notation in the JIMS Area Activity documenting the number of razors collected.
- C. Inmates not returning or altering their razor will be subject to disciplinary action.
- D. If a razor is lost or not returned, the watch commander and the sergeant responsible for that area will be notified immediately and will determine the proper course of action (i.e. search or other means of collecting the razor). All missing razors will be logged in a JIMS entry under the affected housing unit, as well as an entry in the watch commander's log.

IV. DISPOSAL OF USED RAZORS



Deputies collecting razors shall take universal precautions while collecting razors, to avoid coming into contact with bodily fluids.