

DATE:	February 17, 2022
NUMBER:	I.67.C.1
SUBJECT:	FACILITY SECURITY – LOADING DOCK & STORAGE ROOMS

PROCEDURE

LOADING DOCK AREA

When the outer loading dock gate is open, an armed deputy must be present on Front Street to ensure incarcerated persons do not leave the facility and unauthorized persons do not enter the facility. Govt. Code 6255(a)

At times, the armed deputy may assist with traffic control during the ingress/egress of delivery vehicles. The deputy shall wear the reflective sheriff's vest and may utilize the handheld "Stop" sign if in the traffic lanes on Front Street.

Govt. Code 6255(a) The deputy will retrieve the delivery vehicle log, inspect the driver's identification and complete the required information on the log. The deputy will return the delivery vehicle log prior to returning into the facility.

Only supervised facility workers with approved security clearances will be allowed access to the loading dock. When facility workers are permitted on the outside of the inner loading dock gate for the purpose of unloading or moving supplies, or for the disposal of trash, a deputy will be present, and the Central Command Center (CCC) will be notified.

STORAGE ROOMS

Facility workers will not be allowed access to the storage rooms or cleaning chemicals without authorized professional staff or a deputy present.