

SDSD Detention Services Bureau—San Diego Central Jail Green Sheet

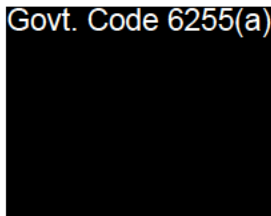
DATE:	February 22, 2022
NUMBER:	K.15.C.1
SUBJECT:	SERVING TIMES AND DISTRIBUTION OF MEALS
RELATED SECTIONS:	

PROCEDURE

Staff and incarcerated person meal schedules are listed below. Mealtimes may change based on facility needs.:

STAFF

INCARCERATED PERSON



0400 - 0500

1000 - 1100

1600 - 1700

Food Service Division (FSD) staff will generate a Meals to Serve Report to show the required amount of meals including prescribed medical and religious diets to be provided for each area. A report for each area will be attached to the respective meal delivery cart. The sworn staff member receiving the diets will sign the report and return it to the kitchen for records retention.

The Kitchen Deputy will ensure meal delivery carts are distributed and collected in a timely manner relative to the incarcerated person meal schedule.

The Kitchen Deputy will distribute soup ladles to housing floors 4 through 8 by placing the ladles inside of each floor's module E meal delivery cart. The PSU and MOB ladles will be placed inside of the PSU meal delivery cart. At the conclusion of the meal, the ladles will be returned to the kitchen in the same meal delivery cart. The meal delivery carts will be locked while in transit.

After 1530 hours, incarcerated persons returning to housing floors from court will be provided with a sack lunch for dinner prior to returning to their housing floor.

Housing floor deputies will account for all meal delivery carts, trays, utensils, and containers prior to returning them to the kitchen. At the conclusion of the meal an entry will be made into the Area Activity Log noting all incarcerated persons were offered a meal and prescribed medical and religious diets were distributed.