

DATE:	MAY 10, 2022
NAME:	I.39.S
SUBJECT:	VEHICLE ASSIGNMENT AND USAGE

PROCEDURE

- I. The Control Security Deputy will be responsible for inspecting all facility vehicles and completing an Operator’s Vehicle Condition Report for each vehicle. These inspections are to be conducted at the beginning of the day shift. Each report will be submitted to the watch commander for approval and then forwarded to the operations deputy.
- II. Vehicle Condition Reports (VEH-2 REV 1/05) shall be maintained by the operations deputy and kept for a minimum of 30 days before they are purged.
- III. Deputies conducting the vehicle inspections shall also review and maintain the Vehicle Damage Log. Any noted discrepancies regarding vehicle damage shall be brought to the immediate attention of the watch commander.
- IV. South Bay Detention Facility has roadways around the facility and parking lots which need to be patrolled immediately after the vehicle inspection. All perimeter checks will be documented in Control's Area Activity Log.
- V. While patrolling the parking lot (1 or 2 man) always wear your department safety equipment i.e.:
 - A. Ballistic Vest
 - B. Firearm
 - C. Magazine (Glock x3)
 - D. Conducted Energy Device (CED)
 - E. CED Cartridges
 - F. CED Holster
 - G. Handcuffs
 - H. OC Spray
 - I. Baton
 - J. Flashlight
 - K. PAM Mask
 - L. 800 MHZ Radio

In case of an emergency or assistance, radio South Bay Detention Facility Control or call Control at (619) 691-4815 / Emergency - 911