

<b>DATE:</b>	APRIL 4, 2022
<b>NUMBER:</b>	O.1.S
<b>SUBJECT:</b>	DISCIPLINARY ACTION

**PROCEDURE**

Once discipline has been imposed and if applicable, items will be removed from the incarcerated person and placed in a paper bag(s) with the incarcerated person’s name and booking number written on it. There is one location used for disciplinary separation in the facility. Disciplinary separation cells 1 through 4 are located in the disciplinary separation hallway adjacent to medical. If the incarcerated person is housed in one of the disciplinary separation cells, the incarcerated person's property will be secured in the adjacent disciplinary separation storage room. If the disciplinary separation cells are not available and the incarcerated individual remains in his assigned cell, the property will be retained inside the deputy station.