SDSD Detention Services Bureau—Vista Detention Facility Green Sheet

DATE:	**August 08, 2021**
NUMBER:	**K.4.V**
SUBJECT:	**FOOD SERVICE TOOL SECURITY**

PURPOSE

To provide appropriate, secure storage and control of food service tools at VDF.

PROCEDURE

I. Any missing items will be reported to the Security Sergeant immediately.

II. The South/East Housing Deputy and Food Services Division (FSD) staff will be present for the inventory count at the following times:

[redacted]

After each inventory count, the South/East Housing Deputy shall make an entry in the Jail Information Management System (JIMS) Area Activity Log for South House, using the event type "Utensil Count."

- [redacted]
- [redacted]
- [redacted]
- [redacted]