

KERN COUNTY SHERIFF'S OFFICE
SUBSTATION HOLDING FACILITY
POLICIES AND PROCEDURES

TITLE: ADMINISTRATION

NO: A-100

EFFECTIVE DATE: 03/22/2004

REVISED: 08/06/2020

APPROVED BY: Commander Timothy Posey

REVIEWED: 01/15/2021

REFERENCE: Title 15, Section 1010&1029, C.C.R.

POLICY:

The Kern County Sheriff's Office, Substation Court Holding Facility, is a court holding facility only. As such, no inmate will be incarcerated for more than twelve (12) hours.

The Substation Sergeant shall be recognized as the Facility Manager for the Substation Holding Facility. The Substation Sergeant shall designate a Bailiff, who shall assume the day-to-day operations of the Substation Holding Facility.

All personnel who enters into a Holding Facility shall abide by the Substation Holding Facility Policies and Procedures Manual and shall submit to the direction of the Facility Manager.

The Area Substation Section Lieutenant shall administer the Holding Facility and will assure that the facility complies with:

- A. The constitution of the State of California and the United States
- B. The laws of the State of California and the United States
- C. California Code of Regulations, Title 15 and applicable sections of Title 24
- D. Court Rulings
- E. Department Policy
- F. Detentions Bureau policy
- G. Kern County Sheriff's Office Substation Holding Facility policy