

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

TITLE: ANNUAL FACILITY SECURITY REVIEW

NO: A-106

EFFECTIVE DATE: April 10, 2018

REVISED: 08/06/2020

APPROVED BY: Commander Timothy Posey

REVIEWED: 01/15/2021

REFERENCE: Title 15, Section 1029(a)(6)

POLICY:

It is the responsibility of the section lieutenant to review and assess the internal and external security needs of the facility on an annual basis. The section lieutenant will make a record of the security measures review.

The substation sergeant or his designee will:

- * Review and assess the security measures and needs of the facility on an annual basis.
 - o The substation sergeant will consult with staff as necessary to complete the assessment.
- * Recommend improvements to the internal and external security measures as necessary.
- * Prepare a report in memorandum form to the Area Substations Section lieutenant of the findings and recommendations of the assessment.

The Area Substations Section lieutenant will:

- * Meet with the Substation sergeant at least annually and:
 - o Physically review the internal and external security measures in place at the jail facility.
 - o Review the facility security assessment report's findings and recommendations.
 - o Complete a memorandum of the findings to the Substation Division commander.
 - o Retain the memorandum for a period of two years.
- * Take appropriate action on the recommendations and findings, as funding allows.