

# KERN COUNTY SHERIFF'S OFFICE

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Issue: 25-46

## TRAINING BULLETIN

DATE: August 19, 2025

### DETENTIONS BUREAU MANUAL POLICY UPDATE: C-1600 Incarcerated Person Counts & C-0900 Incarcerated Person Death

The changes listed below were made to the Detentions Bureau Policy and Procedure Manual (DBPPM) C-1600 Incarcerated Person Counts and C-0900 Incarcerated Person Death.

Policies are available in the official version of the Detentions Bureau Manual, which is located on the "Detentions Bureau" page of the SharePoint website. In accordance with DBPPM "Maintaining Bureau Policies", any printed copies of the manual will be maintained and updated from this source. The official Detentions Bureau Policy and Procedure Manual may be accessed by clicking on the link below:

[Detentions Bureau - Detention Bureau Manual](#)

**Please note:** This update bulletin provides a summary of the revisions to the listed policies. Please review the whole policies to ensure that you are familiar with the changes.

### Policy Highlights

#### **Section C-1600 INCARCERATED PERSON COUNTS has been updated:**

##### **DIRECTIVE #2**

The following incarcerated persons count mandates shall be adhered to by all deputies. **Lockdown** count shall be verified by having each incarcerated person provide the last four (4) digits of their booking number to the deputy responsible for conducting the face-to-card facility count.

- All detention facilities will use the following schedule to count the incarcerated persons in their respective facilities.
  - 0600 hours Face-to-Card Count
  - 1200 hours Face-to-Card Count
  - 1800 hours Face-to-Card Count
  - 2100 hours Face-to-Card Count (Lockdown)

**Incarcerated Person's Refusal to Cooperate with Count Procedure:**

If an incarcerated person refuses to follow count procedures, the deputy should follow the procedures outlined in DBPPM B-0700 Staff Requesting Assistance.

**Deputies will follow the general provision for any scenario and any incarcerated person's housing assignment (whether single incarcerated person cells or general housing cells).**

**Section C-0900 INCARCERATED PERSON DEATH has been updated:**

**Procedure D: Incarcerated Person Death Review**

**Note:** Individuals involved in the incident are not permitted to participate in the death review process.

By acknowledging this training bulletin, you indicate that you have read and understand the contents of this training bulletin, DBPPM C-1600, and DBPPM C0900. All sworn personnel in the Deputy Sheriff, Park Rangers, Detentions Deputy ranks, and all Sheriff Aides assigned this bulletin are required to review and acknowledge this training bulletin by **Friday, September 19, 2025.**