

Safety Equipment Control

916.1 PURPOSE AND SCOPE

The purpose is to establish and implement written policy and procedures regarding keys, oleoresin capsicum (OC) pepper spray, mechanical restraints, duty belts, key cards, Handie-Talkie (HT) radios and any other related safety equipment for all juvenile facilities. This policy applies to all juvenile facility staff.

916.1.1 DEFINITIONS

Definitions related to this policy include:

KeyWatcher - [REDACTED]

916.2 AUTHORITY AND REFERENCES

- Executive Committee;
- Board of State and Community Corrections Title 15, Article 3, § 1327;
- Department Owned and Personal Property Policy;
- Juvenile Facility Services Policy: Security Review.

916.3 POLICY

All safety equipment necessary to the operation of the juvenile facility shall be issued, maintained and stored so as to provide maximum security. The facility manager(s) shall schedule a site-specific inventory of all safety equipment [REDACTED]

916.4 ISSUANCE OF SAFETY EQUIPMENT

All [REDACTED] shall be numbered. A current master list of staffs' assigned number for each safety equipment item shall be maintained [REDACTED].

All safety equipment shall be secured from contact by unauthorized persons. Youth, visitors and volunteers shall not be permitted to handle safety equipment without approval of the facility manager(s).

916.5 MAINTENANCE OF SAFETY EQUIPMENT

Juvenile facility staff shall keep safety equipment in their possession at all times, while on duty. Safety equipment assigned to them shall be secured on the duty belt. The duty belt shall be worn around the waist at all times.

Riverside County Probation Department

Policy Manual

Safety Equipment Control

Juvenile facility staff are responsible for maintaining safety equipment assigned to them [REDACTED]. Staff shall inform [REDACTED] immediately when they need a new can of OC pepper spray. Staff shall return worn-out or unusable safety equipment for replacement to [REDACTED]. [REDACTED] shall provide staff with a new can of OC pepper spray and label the returned empty can for proper disposal.

Any duplication of keys or change in locks shall be authorized by the facility manager(s).

916.6 STORAGE OF SAFETY EQUIPMENT

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]. [REDACTED] shall contact the staff and inquire about the missing safety equipment item. [REDACTED] shall note the date and time the equipment was reported missing and the date and time the equipment was returned in the duty log. Staff shall submit an incident report anytime a safety equipment item is taken off-site without permission.

916.6.1 INVENTORY OF SAFETY EQUIPMENT

[REDACTED]
[REDACTED]
[REDACTED] shall inventory all [REDACTED] and submit findings to the facility manager(s) utilizing the Safety Equipment Inventory Form (attachment).

[REDACTED] shall inventory all safety equipment and submit findings to the facility manager(s). Refer to Juvenile Facility Services Policy: Security Review.

916.7 LOST OR MISPLACED SAFETY EQUIPMENT

In the event that [REDACTED] and any other related safety equipment are lost, stolen, damaged or misplaced:

- (a) Staff shall notify the DO immediately, [REDACTED]
[REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

- [REDACTED]

Riverside County Probation Department

Policy Manual

Safety Equipment Control

Date(s) revised:

12/07/2017

02/04/2016

10/01/2001

Created:03/01/2000

Attachments:

