2-09/020.00 - General Responsibility for Facility Operation

Custody Division is responsible for:

- providing for security and safety of all inmates housed within the custodial facilities of this Department's jurisdiction, including LAC/USC Medical Jail Wards;
- assigning inmates to specific locations in the system;
- providing clean, sanitary housing and clothing for inmates;
- purchasing and preparing foodstuffs necessary for inmate meals;
- arranging to have inmates ready for court appearances as required;
- operating a jail store for inmates' convenience;
- supervising inmate-attorney and personal visits;
- issuing passes to those having business which requires entry into custody facilities;
- providing plan checks of proposed detention facilities;
- maintaining booking and commitment records for all inmates in the system;
- operating the inmate law library;
- maintaining the Inmate Trust Account;
- inspecting incoming inmate mail;
- providing the opportunity for inmates to participate in recreational or rehabilitative projects;
- providing the facilities for inmates to worship; and
- providing supplies for indigent inmates.