2-01/040.10 - Inspection Reports

A daily security inspection of all detention areas shall be made by the Branch Supervisor. This inspection is to mitigate any possible breeches in security procedures, physical security of the detention area or the need for maintenance. All security inspections shall be documented in the Uniform Daily Activity (UDAL)/Title 15 Log. Full lockup inspections shall be conducted by the Branch Supervisor monthly. The full lockup inspection will be documented on the Lockup Inspection Report and maintained at the Branch for review by the Corrections and Standards Authority or other custodial inspection agency. All deficiencies noted by any inspection will be documented and corrected when possible. Should a deficiency not be readily correctable, a memo will be submitted by the Branch Supervisor to the Unit Commander outlining why the deficiency cannot be corrected.