

## **Unit Order #30 - Inmate Worker Remuneration**

**Los Angeles County Sheriff's Department**

**CRESCENTA VALLEY STATION**

UNIT ORDER # 30

**INMATE WORKER REMUNERATION**

It is the policy of the Crescenta Valley Station to establish specific guidelines regarding the payment to station trustees for authorized services such as shoe shines and car washes. The following procedures are to be

followed:

- The Jailer will maintain the cash box at his/her work station, will receive funds for service(s), and will disperse the funds to the respective trustee(s),
- All payments to inmate workers for services shall be made using the Crescenta Valley Sheriff's Station Inmate Worker Services Slip,
- Correctional Services Division-Inmate Services shall determine and set standardized prices for authorized services,
- Department personnel are to pay the jailer to remunerate inmate workers upon the completed rendering of services (see Attachment "A"),
- Payment for services by other than the above prescribed manner may be considered a violation of the Department Manual of Policy and Procedures, section 3-01/050.85 Fraternization, and section 3-01/030.75 Bribes, Rewards, Loans, Gifts, and Favors,
- The suspension of car washes shall be determined by the Unit Commander upon the consideration of the number of assigned trustees to the station, violation(s) of the unit order, or suspend the individual rights to those who are non-compliant with this order,
- Personnel who desire to have their vehicles waxed and/or have their vehicle interiors polished with "Armor All" shall supply the materials.

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Todd D. Deeds  
Crescenta Valley Station

(Revised on 05/30/2008)

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Date Approved

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