Section 1 - Introduction of Unit Orders

• 1-01-010 Establishment of Unit Manual

PURPOSE OF ORDER:

The purpose of this order is to establish guidelines regarding the Pitchess Detention Center (PDC) South Facility Unit Manual.

SCOPE OF ORDER:

This order applies to all personnel assigned to and working at PDC South Facility.

ORDER:

The official Unit Manual of PDC South Facility is hereby established and is entitled "Pitchess Detention Center - South Facility - Unit Orders." It is a consolidation of unit orders and written procedures governing the operation of PDC South Facility.

The Unit Manual shall be prepared, updated, and distributed by the operations lieutenant or their designee.

Statements in this manual found to be in conflict with the Department Manual of Policy and Procedures (MPP) or the Custody Division Manual (CDM) shall be deemed invalid; however, any statement(s) in this manual found to be illegal, incorrect, or inapplicable, shall not affect the validity of the remaining content. The operations lieutenant shall forward copies of any new or revised unit orders to Custody Support Services (CSS) for review, prior to implementation (Refer to CDM section 1-09/000.00, “Unit Manuals, Orders, and Duty Statements”).

PURPOSE OF THE MANUAL

The purpose of the PDC South Facility unit manual includes, but is not limited to the following:

- To standardize policies, rules and procedures within the unit
- To provide a ready reference of rules, policies, and procedures governing unit operations for all concerned or interested individuals, both within and outside the unit
- To comply with the California Board of State and Community Corrections Minimum Standards for Local Detention Facilities, which includes biannual inspections of all facilities, as mandated by Penal Code Sections 6031, 6031.1, and 6031.2