5-07-020 Contraband Disposal

PURPOSE OF ORDER:

The purpose of this order is to establish general procedures for the storage, removal, and destruction of contraband.

SCOPE OF ORDER:

This order shall apply to all personnel assigned to Pitchess Detention Center (PDC) North Facility.

ORDER:

Contraband bins shall be utilized to dispose of all contraband found at PDC North Facility. There are a total of 7 contraband bins. These bins are located in the administration building, inmate processing area building, outside of the kitchen building, and in each module's main sally port entrances.

It shall be the responsibility of ranger 5 and the utility officer to ensure these bins are emptied once they are full. All contraband collected from the contraband bins shall be immediately transported to the trash compactor for disposal.

The following is a list of exceptions to the above procedures:

- Hypodermic needles and syringes shall be placed in the sharps container in each module's main sally port entrance. It shall be the responsibility of Methicillin Resistant Staphylococcus Aureus (MRSA) personnel to ensure proper disposal of these items
- Excess laundry shall be returned to the laundry bins
- Perishable food items shall be disposed of in facility trash cans
- All excess or used batteries collected, shall be placed in the battery collection bin in the administration building. Inmate Services Bureau shall dispose of all batteries