

## 2-01-220 Watch Commander

**RESPONSIBLE TO:** Captain/Unit Commander

**WORK SCHEDULE:** Seven day post, variable hours

### GENERAL DUTIES:

The Watch Commander is responsible for the overall operation of the facility during their assigned shift. The Watch Commander shall communicate and coordinate with his subordinate supervisors to enhance the overall operation of the facility.

### SPECIFIC DUTIES:

- Ensure subordinate sergeants and supervising line deputies are fulfilling their duties.
- Maintain a Watch Commander's log for the purpose of summarizing unusual events, such as use of force, power failures, escapes, deputy injuries, serious inmate injuries, inmate suicide, etc.
- Ensure facility counts are held at the specified times.
- Conduct inquiries and investigations into use of force by deputies, inmate complaints and personnel misconduct.
- Conduct an outside perimeter check of the facility once per shift and document the check in the Watch Commander's log.
- Conduct Disciplinary Review Board (DRB) appeals.
- Conduct facility housekeeping inspections and follow-up.
- Evaluate and approve requests for emergency maintenance services.
- Encourage and participate in facility trainings and briefings.

### RESPONSIBILITIES OF EVERY DEPARTMENT MEMBER:

*All personnel are expected to assist inmates seeking available programs offered throughout the Los Angeles County Sheriff's Department (LASD) jail system, including Education Based Incarceration (EBI). All inmates are issued a copy of jail rules and regulations and subject to discipline for violating those rules. It is extremely important the actions of all Department members are predicated on upholding respect and professionalism, even in situations where authoritative action or force is required.*

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