

## 05-035/10 Orientation for Personnel

<b>CUSTODY SERVICES DIVISION</b>		<b>Unit Order: #05-035/10</b>
<b>GENERAL POPULATION</b>		<b>Effective Date: 01-01-1998</b>
<b>NORTH COUNTY CORRECTIONAL FACILITY</b>		<b>Revision Date:</b>
		<b>Review Date:</b>
<b>Subject:</b>	<b>Orientation for Personnel</b>	
<b>Reference:</b>	<b>CCR Title 15, Section 1069</b>	
<b>Unit Commander Signature:</b>		<b>Date:</b>

**PURPOSE OF ORDER:** The purpose of this unit order is to establish procedures for orientation.

**SCOPE OF ORDER:** This order applies to all personnel assigned to and/or working at the North County Correctional Facility (NCCF).

**ORDER:**

All newly assigned sworn and professional staff shall receive an orientation to familiarize themselves with the facility and its operational procedures. During orientation, they will receive an orientation packet that shall be completed and returned to NCCF Training.

The training sergeant and staff shall be responsible for the preparation of appropriate orientation packets and the timely orientation of newly assigned personnel.

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