

## **3-07/000.00 Automated Justice Information System (AJIS) Inmate Inventory Audit**

Once per shift, an AJIS inmate inventory audit shall be performed. The most current AJIS Daily Inmate Inventory printout shall be updated, verifying inmate movement to and from the facility. The AJIS printout shall also be compared to the facility records (e.g., board tags, etc.), and all discrepancies shall be reconciled.

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