8-24/000.00 - Public Information Plan

PURPOSE OF ORDER

The purpose of this order is to establish procedures for the dissemination of information to the public, outside government agencies, and the news media.

SCOPE OF ORDER:

This order shall apply to all personnel assigned to, and/or working in any capacity at Inmate Reception Center (IRC).

ORDER:

IRC shall make the Public Information Plan available to the public, outside government agencies, inmate population, and news media.

The Public Information Plan shall include current copies of the State Corrections Authority Minimum Standards for Local Detention Facilities as found in Title 15 of the California Code of Regulations, and facility rules and procedures affecting inmates.

Copies of the Public Information Plan can be found in the IRC operations office, watch commander’s office, watch deputy’s office, and the facility’s lobby security booth.

The IRC operations office shall review, update and disseminate the Public Information Plan.