

APPENDIX C

**FLORIDA MODEL JAIL STANDARDS
ANNUAL FACILITY INSPECTION REPORT**

Part I – Facility Identification

Name of Facility: _____

Facility Type: _____

Mailing Address: _____

City: _____ County: _____ Phone: _____

Agency Head: _____ Facility Administrator: _____

Chairperson – County Commission: _____

Chairperson or Mayor – City Council: _____

Date and time of Inspection: _____

Inspector(s) and Agency: _____

(Please attach additional sheets as needed and ensure all participating inspectors are listed.)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

Population on date of inspection: _____

Date of Last Inspection: _____

Average Daily Population for the Preceding 12 Month Period: _____

Maximum Rated Capacity: _____

Housing: a. Number of Beds: _____

b. Single Occupancy Cells: _____

c. Multiple Occupancy Cells: _____

d. Number of Dormitories: _____

Date Facility was Constructed: _____
Date of Last Renovation: _____

Are there any plans for new construction? Yes No

If yes, please provide details: (Attach additional sheets as needed)

Is the facility under any court order? Yes No

If yes, please provide details: (Attach additional sheets as needed)

		Male	Female
Facility Staff:	Certified Staff	_____	_____
	Non-Certified Staff	_____	_____
	TOTALS	_____	_____

**FLORIDA MODEL JAIL STANDARDS
ANNUAL FACILITY INSPECTION REPORT**

Part II - Standards' Assessment

Note: A "Yes" response indicates compliancy with the applicable standard. Non-compliance of any bold printed questions shall be considered serious violations.

GENERAL PROVISIONS

	YES	NO	N/A
1. Are inmates held no longer than eight (8) hours in holding cells without documentation justifying the extension and including 15 minute documented checks? Sec. 2.01 (f) (1) (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are all policies and procedures formally reviewed at least annually and updated as needed? Sec. 2.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are appropriate Inspection Reports, Corrective Action Plans, Responses, and all other reports and/or documents related to previous facility inspections up to date and on file? Sec. 2.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are personnel trained in CPR and first aid care on duty at all times as required by FSS 943? Sec. 20.7 (a) (5) and 7.08.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are there written procedures addressing:			
a. The detection, prevention, reduction or punishment of sexual abuse inmates. Sec. 2.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. The safety and treatment needs of inmates who have been a victim of a sexual act. Sec. 2.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. The discipline and prosecution of any person who perpetrate sexual acts upon inmates. 2.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is new employee orientation and annual refresher training being provided to staff covering required topics in section 2.17 (a)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are inmates being provided information required in section 2.17 (b)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

ADMISSION, CLASSIFICATION, AND RELEASE

	YES	NO	N/A
8. During the classification process, is each inmate given or provided access to a copy of the Rules and Regulations of the facility? Sec. 4.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are all established rules, regulations and legal procedures met and any questions clearly resolved as to inmate admissions? Sec. 4.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Is each inmate searched by a certified staff member upon admission, subject to F.S.S. 901.211? Sec. 4.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. During the admission and booking process, are inmates examined for contraband and permitted to bathe? Sec. 4.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Are body cavity searches only conducted by licensed medical personnel? Sec. 4.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. When a body cavity search is conducted, is a complete report written and given to the Officer-in-Charge? Sec. 4.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Unless medically cleared, unconscious, seriously ill, or seriously injured persons are not admitted to the facility? Sec. 4.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Are male staff present to admit male inmates and female staff present to admit female inmates? Sec. 4.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Is a female correctional officer on duty at all times when female inmates are housed? Sec. 4.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Are inmate admission records compiled and maintained on each inmate and contain: Sec. 407			
a. Full name and known alias	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Age, date of birth, sex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Date admitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Race	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Height	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Weight	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Specific reason for custody	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Name of attorney, if known	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Signature of person(s) delivering and receiving inmate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Written inventory of items taken from inmate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Current or last known address	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
l. Next of kin of inmate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Marital status	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Religion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Are all persons booked into the facility photographed and fingerprinted? Sec. 4.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Is inmate personal property safeguarded and receipts signed by staff and inmate? Sec. 4.07 (j)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. During the admission process, are inmates given access to a telephone to call attorney, family members or others? Sec. 4.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. As soon as practical following the admission, are inmates classified? Sec. 4.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Is classification criteria incorporated into the inmate rules and regulations as to housing, programs and privileges? Sec. 4.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. Are personal records maintained and kept confidential from other inmates and contain: Sec. 4.14			
a. Legal authority for commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. All information contained in the booking record	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Classification information and progress reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Sustained disciplinary reports including investigation and disposition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. All absences from the facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Photographs, when taken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Record of any detainer or other civil or criminal process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Personal property records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Date and terms or conditions of release, the authority for release and signature of the releasing employee.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24. Is the classification process a uniform process for all inmates? Sec. 4.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. Does the classification process follow an inmate throughout his/her incarceration? Sec. 4.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. Is there written procedures for legally releasing inmates and positive identification? Sec. 4.16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. At the time of release, does the inmate sign for the return of his/her property and is the receipt countersigned by an employee? Sec. 4.17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

HOUSING

		YES	NO	N/A
28.	Do housing areas conform to applicable standards in Section 12 of F.M.J.S. Sec. 5.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29.	Are dangerous felons housed separate from misdemeanants? Sec. 5.03(b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30.	Does close supervision of special inmates include regular, documented physical sight checks by correctional officers or medical personnel at intervals not to exceed 15 minutes? Sec. 5.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31.	Until such time as the health authority determines in writing, inmates identified as suicidal are not housed in single cells unless they are directly observed 24 hours per day with documented 15 minute checks. Sec. 5.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32.	Is special housing for medical reasons provided to inmates upon orders of the health authority? Sec. 5.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33.	Are persons brought to the facility for detoxification reasons housed in an area designed for that use and are held only so long to meet statutory requirements? Sec. 5.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34.	Are inmates assigned housing based upon classification with special attention paid to a demonstrated history of, or exhibit aggressiveness towards other inmates? Sec. 5.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35.	Inmates are not subjected to discrimination except that males and females are housed separately? Sec. 5.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
36.	Do all sinks provide cold and either hot or tempered running water? Sec. 5.08 (c) (5)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37.	Do all showers provide tempered running water, under pressure, that is thermostatically controlled to temperatures ranging from 100 degrees to 120 degrees Fahrenheit? Sec. 5.08 (c) (5) and 1.46.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
38.	Are cells adequately ventilated and illuminated? Sec. 5.08 (b) (4) (5) (c) (1) (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
39.	Are accommodations for reading and writing available for use during non-sleeping hours? Sec. 5.08 (c) (6)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
40.	Is each inmate provided reasonable access to toothpaste, toothbrush, shaving equipment, a comb, soap and a clean towel upon admission and thereafter, if indigent? Sec. 5.08 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		YES	NO	N/A
41.	Are female inmates provided necessary hygiene items? Sec. 5.08 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
42.	Is hair grooming services made available for inmates? Sec. 5.08 (f)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
43.	Are inmates required to bathe at least twice weekly? Sec. 5.08 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
44.	Are drinking cups provided unless bubblers or fountains are available? Sec. 5.08 (h)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
45.	Are inmates in general population allowed to bathe daily? Sec. 5.08 (i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
46.	Are sink, toilet, water fountains, and floor drains kept in good repair? Sec. 5.08 (j)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
47.	Are utility closets, pipe chases, and corridors kept clean and free of clutter? Sec. 5.08 (k)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
48.	Is inmate property stored in an orderly manner? Sec. 5.08 (l)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
49.	When an inmate is confined for medical reasons, is he/she examined by a physician or designee within 48 hours? Sec. 5.08 (m)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50.	Does a physician or designee determine when an inmate is to be removed from medical isolation? Sec. 5.08 (n)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

FOOD SERVICES

	YES	NO	N/A
51. Do Food Service operations conform to acceptable standards of H.R.S. Rule 64E-11? Sec. 6.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
52. <i>Employees or inmates are not allowed to work in any food service area if known to have a communicable disease, open wound, sore or respiratory infection. Sec. 6.02</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
53. Are clean outer garments worn by food service workers and a high degree of personal hygiene maintained? Sec. 6.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54. Is food prepared or supervised by an employee trained in culinary services and holding a Professional Food Manager certification as required by Chapter 64E-11 F.A.C.? Sec. 6.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55. Are inmates given three wholesome, nutritious meals per day? Sec. 6.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
56. Do no more than 14 hours pass between the evening meal and the morning meal? Sec. 6.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
57. <i>Are modified diets prepared and served when ordered by a physician or designee? Sec. 6.05 (b)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
58. Are records of meals maintained for one (1) year? Sec. 6.05 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
59. Food is not used as a disciplinary measure; however, an inmate may be placed upon a SPECIAL MANAGEMENT MEAL program approved by a physician or qualified medical staff member. Sec. 6.05 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
60. Does the Officer-in-Charge or designee make weekly, documented inspections of the food service area and take corrective action, documenting the same? Are these reports maintained for one (1) year? Sec. 6.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
61. Are food supplies not in use maintained in a clean, well ventilated room, free from vermin? Sec. 6.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
62. <i>Is a separate storage area maintained for cleaning compounds, soaps, waxes, insecticides and is kept locked? Sec. 6.07</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
63. Is delivery of food supervised by an employee, using common sanitary measures? Sec. 6.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
64. If drinking cups are allowed in the cell, are inmates allowed to exchange or clean them once a day? Sec. 6.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- | | | YES | NO | N/A |
|------------|--|--------------------------|--------------------------|--------------------------|
| 65. | Is food service equipment kept clean and in good repair? Sec. 6.09 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 66. | <i>Is there a procedure to account for cutlery equipment? Sec. 6.11</i> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Comments: (Attach additional sheets as needed)

CLOTHING AND BEDDING

		YES	NO	N/A
67.	Are inmates provided a fire retardant mattress and pillow that meets Florida Fire Marshal's Standards and is in good repair, a pillow case, sheets, and blanket as needed? Sec. 8.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
68.	Are linens laundered at least once per week? Sec. 8.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
69.	Do inmates have the opportunity to have clothing laundered at least twice per week? Sec. 8.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
70.	Are uniforms and linens washed prior to re-issue? Sec. 8.02 and 8.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
71.	If clothing is issued, do inmates held beyond first appearance receive an issue? Sec. 8.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
72.	When an inmate has no funds and needs shoes, are they provided? Sec. 8.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
73.	Are inmates, who are on work status, issued clothing and footwear appropriate to their job? Sec. 8.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
74.	Are inmates deprived of clothing and bed linens only to protect them from inflicting injury to themselves or others? Sec. 8.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75.	If clothing and linens are taken from an inmate, is a record maintained identifying the reason and length of time for such deprivation? Sec. 8.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

PROGRAMS

	YES	NO	N/A
76. Does at least one employee in each facility act as a liaison between the facility and community groups that offer needed programs and services? Sec. 9.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
77. Are all representatives of outside agencies and volunteers familiar with facility rules and regulations and have agreed in writing to comply? Sec. 9.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
78. If correspondence is denied, is the inmate given a written reason for the denial? Sec. 9.03 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
79. Is incoming privileged mail opened only in the presence of the inmate? Sec. 9.03 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
80. Is outgoing privileged mail held no longer than 72 hours pending verification of being properly addressed and it is not opened? Sec. 9.03 (f)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
81. Is inmate mail, incoming and outgoing, handled without delay and received only through the facility? Sec. 9.03 (h)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
82. Are indigent inmates provided with stamps and writing materials? Sec. 9.03 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
83. Are there no list of correspondents and no limit on incoming mail that may be received? Sec. 9.03 (i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
84. Are rules and regulations pertaining to conduct at visitation and the hours of visitation posted for inmates and visitors? Sec. 9.04(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
85. Does each inmate in general population have the opportunity for visitation for at least two hours per week? Sec. 9.04 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
86. Are all visitors required to register recording name, address, and relationship to the inmate? Sec. 9.04 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
87. Non-sentenced inmates are not required to work more than is necessary to maintain cleanliness and order in their housing and living areas. Sec. 9.05(a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
88. Inmates are not required to work more than 10 hours per day, but may do so if voluntary. Sec. 9.05 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
89. Do working inmates have supervision in keeping with their custody status, while outside the secure facility? Sec. 9.05 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
90. Are inmate workers checked by staff to ensure security and accountability? Sec. 9.05 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
91. Do inmates working voluntarily for charitable or nonprofit organizations have prior written authorization from the Officer-in-Charge? Sec. 9.05 (f) (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
92. Prior to being assigned to a work program, is an inmate first medically cleared by the health authority in accordance with the Americans with Disabilities Act? Sec. 9.05 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
93. Is outdoor exercise, weather permitting, allowed for a minimum of three (3) hours per week? Sec. 9.06 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
94. Is space and staffing sufficient to allow for group or individual activities? Sec. 9.06 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
95. Does each inmate have reasonable access to a telephone at reasonable times? Sec. 9.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
96. At a minimum, do pro-se inmates, have reasonable access to legal material to assist them in filing any type of action cognizable in Florida courts? Sec. 9.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
97. Do all inmates, regardless of gender, have equal access to programs, privileges, exercise, visitation, and work release opportunities? Sec. 9.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

PRIVILEGES

	YES	NO	N/A
98. If a commissary has been established, has an inmate welfare fund also been established? Sec. 10.01 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99. If inmates are allowed to have cash, has a limit been set in writing and all monies found on an inmate in excess of that amount confiscated and placed in the inmate welfare fund? Sec. 10.01 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
100. Does the commissary shopping list clearly show prices and any special condition of sale? Sec. 10.01 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
101. If valuable items are sold through the commissary, are they marked for identification and added to the inmate's property list? Sec. 10.01 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
102. Commissary prices do not exceed the fair market value for comparable products sold in the community? Sec. 10.01 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
103. Are profits from the commissary used for the overall inmate welfare? Sec. 10.01 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
104. When funds from the welfare fund are expended, is it with the final approval of the Officer-in-Charge or designee? Sec. 10.01 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
105. Is an annual audit of the commissary conducted by a disinterested party? Sec. 10.01 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
106. Are commissary transactions and inventory records kept current? Sec. 10.01 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
107. Is reading material available to inmates held beyond first appearance? Sec. 10.02 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

SECURITY AND CONTROL

	YES	NO	N/A
108. Are emergency plans written for the following: (Sec. 11.01			
a. Alarms systems and notification	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Transmission of alarm to fire department, EMS, or other law enforcement agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Response to alarms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Isolation and control of fire or disturbance areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Emergency response equipment, its use and maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Release and evacuation activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Prevention of escape during evacuation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Fire fighting and medical emergency plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. The chain-of-command to be followed during an emergency and specific staff duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Inspection schedules of hazardous areas and review of fire plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Documentation required following an emergency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
109. Are fire drills and evacuation drills held quarterly and the records of such maintained? Sec. 11.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
110. Are security inspections held weekly and the results recorded and maintained by the Officer-in-Charge or designee? Sec. 11.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
111. Are all housing areas and other areas used by inmates checked daily and the results recorded and maintained? Sec. 11.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
112. Are deficiencies noted in the above, recorded and corrected, including time and date of correction? Are these records maintained? Sec. 11.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
113. Is the facility in compliance with FAC 694-54 as to fire safety and prevention? Sec. 11.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
114. Is a key control system in place, including the following: Sec. 11.05			
a. Location of all locks and keys in the facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
b. Complete inventory of all keys	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Written report of security problems with locks and keys (e.g., broken, missing, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Absolute control of keys by staff, not inmates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Location of emergency keys away from facility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. A system ensuring that missing keys are immediately identified.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
115. Is one full "lock down" count conducted daily? Sec. 11.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
116. Are all inmates visually checked every hour between 11:00 p.m. and 6:00 a.m. and the results recorded and maintained? Sec. 11.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
117. Is there a tool control system to ensure that tools are kept from inmates? Sec. 11.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
118. If tools are brought into the facility, are they accounted for at all times? Sec. 11.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
119. Does the facility have an identification system to ensure that staff, visitors, and inmates are positively identified to prevent bypassing of security measures? Sec. 11.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
120. Are firearms and ammunition allowed in the secure facility under only emergency conditions and then the Officer-in-Charge or designee must authorize it? Sec. 11.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
121. If staff uses oleoresin capsicum, are they trained in its use? Sec. 11.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
122. If staff uses electronic weapons, are they trained in its use? Sec. 11.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
123. Are weapon depositories maintained at the secure entrance of the facility? Sec. 11.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
124. Are hazardous or incendiary chemicals kept in a secure area and used only under the supervision of an employee? Sec. 11.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
125. Restraints are not used as punishment. Sec. 11.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
126. When moving "high risk" inmates in or out of a housing area, are two certified staff members present? Sec. 11.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
127. Does each floor of a detention housing facility have a correctional officer present? Sec. 11.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		YES	NO	N/A
128.	Does each housing area and floor of a detention facility have a secondary means of egress or fire exit? Sec. 11.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
129.	<i>Are correctional officers posted to allow them to respond promptly to calls for help? Sec. 11.14</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
130.	Inmates are never allowed to supervise or in any way exercise control over other inmates. Sec. 11.15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
131.	<i>Is sufficient staff maintained so that at all times the inmates are within hearing distance of officers? Sec. 11.16</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

SANITATION

	YES	NO	N/A
132. Are water supplies adequate and in good repair? Sec. 12.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
133. Does food service comply with Chapter 64E-11, Florida Administrative Code? Sec. 12.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
134. Is sewage and liquid waste disposed of into an approved public sewerage system? If not, does the disposal system meet the requirements of Chapter 10D-6, Florida Administrative Code? Sec. 12.03 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
135. Do all plumbing fixtures comply with Chapter 10D-9, Florida Administrative Code? Sec. 12.03 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
136. Is drinking water accessible to all inmates? Sec. 12.03 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
137. Are water fountains constructed and maintained accordingly? Sec. 12.03 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
138. Are single service cups provided? Sec. 12.03 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
139. Are plumbing fixtures (i.e., toilets, sinks, etc.) constructed and maintained accordingly? Sec. 12.03 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
140. Are all mop sinks and curbed areas appropriately positioned? Sec. 12.03 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
141. Are showers available to inmates at least twice weekly? Sec. 12.03 (f)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
142. Do showers have running tempered water (temperature not to exceed 120 degrees or less than 100 degrees Fahrenheit) under pressure? Sec. 12.03 (f)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
143. Does secure housing areas have at least one sink and one toilet in each cell? Sec. 12.03 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
144. Do dormitories and multiple occupancy cells have at least one toilet and one sink for each eight (8) inmates or fraction thereof? (Note: Urinals may be substituted for ½ of the toilets in the male housing areas.) Sec. 12.03 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
145. Is there at least one showerhead with tempered water for each 16 inmates or fraction thereof? Sec. 12.03 (g)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
146. Are all floor drains properly constructed and maintained? Sec. 12.03 (h)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
147. Are plumbing fixtures clean, sanitary, and properly maintained? Sec. 12.03 (i)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		YES	NO	N/A
148.	Is there a preventative maintenance program established? Sec. 12.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
149.	Is all inmate residential garbage, trash, and rubbish collected daily? Sec. 12.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
150.	Is storage facility garbage removed at least twice per week? Sec. 12.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
151.	Is wet garbage collected and stored in impervious, leak proof, fly tight containers? Sec. 12.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
152.	Are all containers, storage areas, and surrounding premises clean and free of vermin? Sec. 12.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
153.	If there is on-site disposal, does it comply with Chapter 17-7, Florida Administrative Code? Sec. 12.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
154.	Are all floors, walls, ceilings, windows, door, and all appurtenances of the structure properly constructed, maintained, and clean? Sec. 12.06 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
155.	Are all walls, ceilings, and area partitions light colored? Sec. 12.06 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
156.	Is applicable lighting at least 20 foot candles and clean? Sec. 12.06 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
157.	Does bed spacing meet the following requirements? Sec. 12.06 (c)			
	a. 12" from the floor (clear space)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. 36" clear ceiling height (above mattress)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. 27" between double bunks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	d. 36" laterally <u>and</u> end-to-end	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	e. 6' between inmates' heads if a solid barrier is not used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
158.	Are all facilities free of offensive odors and have adequate ventilation? Sec. 12.06 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
159.	If utilizing natural ventilation, does the opened window area equal one-tenth of the floor space in the inmate residential area? Sec. 12.06 (d) (1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
160.	If mechanical ventilation or cooling systems are used: Sec. 12.06 (d) (2)			
	a. Are they clean?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	b. Properly maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	c. Are dust filters removable?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
d. Provide 10 cubic feet of fresh/ purified air per minute for each inmate? Sec. 12.06 (d) (2)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
161. Are all toilet rooms provided with direct openings to the outside or provided with mechanical ventilation to the outside? Sec. 12.06 (d) (3)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
162. Does the facility have adequate heating (at least 60 degrees Fahrenheit at a point twenty (20) inches above the floor in inmate sleeping areas)? Sec. 12.06 (d) (4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
163. Where laundry facilities are provided, are they: Sec. 12.06 (4)			
a. Adequate to insure ample quantities of clean clothing, bed linens, and towels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Soundly constructed and maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Clean?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Provide adequate lighting and ventilation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Offer exterior ventilation for dryers and dry cleaning machines? Sec. 12.06(4)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
164. Are beds and bedding kept in good repair, clean, and sanitized regularly? Sec. 12.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
165. Are sheets and personal clothing washed weekly and properly stored? Sec. 12.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
166. Are blankets cleaned quarterly and stored properly? Sec. 12.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
167. Are inmates that are held longer than 24 hours provided clothing and personal comfort items? Sec. 12.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
168. Are residential areas clean and containing no perishable foods? Sec. 12.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
169. Are bath room facilities cleaned daily? Sec. 12.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
170. Are cleaning supplies/facilities clean, well vented, and appropriately stored? Sec. 12.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
171. Is the facility free of vermin? Sec. 12.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
172. Are all openings sealed or screened? Sec. 12.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
173. Are pesticides appropriately applied and stored? Sec. 12.10	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
174. Are outdoor exercise facilities clean and well drained? Sec. 12.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		YES	NO	N/A
175.	If bath room facilities are provided, are they clean and properly maintained? Sec. 12.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
176.	Are industrial facilities clean and well lit (30 ft. candles)? Sec. 12.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
177.	If noise levels exceed an average of 90 dba in 8 hours in industrial facilities, is appropriate ear protection provided? Sec. 12.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
178.	Are formal sanitation inspections conducted by the Officer-in-Charge or designee at least once each week? Sec. 12.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

ORDER AND DISCIPLINE

	YES	NO	N/A
179. Are rules and regulations governing the conduct of inmates and visitors posted and available to each inmate and all visitors? Sec. 13.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
180. Does the facility have written procedures for steps to be taken for breaches of discipline by inmates or visitors? Sec. 13.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
181. Are translations for disabled and/or non-English- speaking inmates provided? Sec. 13.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
182. Does the Officer-in-Charge establish a disciplinary committee or a hearing officer for disciplinary infractions? Sec. 13.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
183. Are staff members who are witnesses to a rule infraction prohibited from sitting on the disciplinary committee? Sec. 13.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
184. When a disciplinary infraction occurs, is a written report completed and forwarded to the Officer-in-Charge or designee? Sec. 13.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
185. Does the report contain at a minimum: Sec. 13.05			
a. Date of infraction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Place and time of infraction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Date of report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Specific rules violated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Details of the incident	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Actions taken by employee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Names of witnesses (as security allows)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
186. Does the Officer-in-Charge or designee cause an investigation of the alleged infraction(s) and forward the report to the disciplinary hearing officer or committee? Sec. 13.06	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
187. Are inmates, accused of violating rules, notified in writing of the charges brought against them and given at least 24 hours advanced notification of impending disciplinary action? Sec. 13.07	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
188. Are disciplinary hearings held within seven working days (excluding holidays) after the incident? Sec. 13.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO	N/A
189. If a continuance is permitted, is documentation provided justifying the extension and is the hearing held within the maximum time of ten (10) days? Sec. 13.08 (a) (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
190. Does the committee or hearing officer determine that the inmate understands the charges and the possible actions that can result? Sec. 13.08	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
191. Does the committee chairperson, or majority, or hearing officer have authority to call for witnesses, evidence, and/or documents? Sec. 13.09	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
192. Are reasons for not calling witnesses or restricting information documented by the committee or hearing officer? Sec. 13.09 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
193. When an inmate is unable to defend himself due to language or literacy problems, does the committee or hearing officer offer staff assistance to the inmate? Sec. 13.09 (c)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
194. Are charged inmates allowed to be present at the hearing unless, a written waiver is obtained, the inmate refuses or security is threatened? Sec. 13.10 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
195. If an inmate is not present, does the committee or hearing officer record the reason? Sec. 13.10 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
196. Does the inmate receive a written decision from the committee or hearing officer? Sec. 13.10 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
197. Does the inmate have the right to appeal the decision to the Officer-in-Charge or designee? Sec. 13.10 (d)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
198. Are all steps in the process maintained as a written record? Sec. 13.10 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
199. Are "Not Guilty" decisions noted on the report? Sec. 13.10 (e)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
200. Are decisions of guilt based solely on witnesses, evidence and documentation? Is a statement to this effect made part of the official record? Sec. 13.10 (f)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
201. The Officer-in-Charge or designee cannot increase an inmate's punishment. Sec. 13.11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
202. Is corporal punishment prohibited? Sec. 13.12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
203. Does the facility adhere to procedures for placing inmates in administrative confinement, including documentation? Sec. 13.13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

		YES	NO	N/A
204.	When an inmate is released from confinement, administrative or disciplinary, is the date and time recorded and maintained? Sec. 13.13 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
205.	Do inmates in administrative confinement receive privileges comparable to general population inmates? Sec. 13.13 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
206.	Does the Officer-in-Charge or designee see and talk with inmates in administrative or disciplinary confinement twice daily? Sec. 13.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
207.	Is the attitude and general condition of the inmate in confinement documented? Sec. 13.14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

CONTRABAND

	YES	NO	N/A
208. Has the Officer-in-Charge or designee established a list of acceptable items, anything else being considered contraband? Sec. 14.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
209. Unless needed for a hearing or trial, are confiscated monies placed in the inmate welfare fund or into the inmate's canteen account? Sec. 14.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

DIRECT SUPERVISION JAILS

		YES	NO	N/A
210.	Inmates are not housed in direct supervision units unless approved by classification. Sec. 15.01	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
211.	Does staff receive appropriate training prior to being assigned to the direct supervision unit? Sec. 15.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
212.	Do certified correctional officers in the facility perform the following duties: Sec. 15.03			
a.	Provide direct supervision of inmates in the housing unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	Provide emergency backup to the supervising officer as a priority of the employee's assigned duties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
213.	Have facility rules and regulations been developed specifically for direct supervision? Sec. 15.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
214.	Do staff members have access to the rules and regulations? Sec. 15.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
215.	Are officers assigned to direct supervision units equipped with a secondary means of communications? Sec. 15.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

ADMISSION, CLASSIFICATION AND RELEASE OF JUVENILES

	YES	NO	N/A
216. Are juveniles not transferred to the adult system by direct file, waiver or grand jury indictment or who have not been found to have committed a criminal offense as an adult held in temporary custody if release is not possible? Sec. 17.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
217. Juveniles held in temporary custody are held in an area of the facility for fingerprinting and photographing and transportation to an appropriate juvenile facility. The time held does not exceed six hours. Sec. 17.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
218. Are juveniles, held in temporary custody, kept out of sight and sound of adult inmates? Sec. 17.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
219. Are juveniles held only if the facility has adequate staff to monitor them at all times? Sec. 17.02	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
220. Prior to admitting the juvenile, are all appropriate and legal documents presented? Sec. 17.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
221. Does this documentation remain part of the juvenile's permanent file? Sec. 17.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
222. Unless wanted in another jurisdiction as an adult, juveniles are not housed in an adult jail unless: Sec. 17.03			
a. The juvenile has been indicted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. The juvenile waived	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. The juveniles was direct filed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Adult sanctions were imposed by the court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
223. Can juveniles taken to a facility for criminal traffic violations demand to be taken before a magistrate, and if the demand is not made, the facility immediately notifies the parents, responsible adult, or guardian of the juvenile? Sec. 17.04	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
224. If a juvenile is charged with a traffic offense involving death or injury, under no circumstances is the juvenile placed with adults? Sec. 17.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)

HOUSING OF JUVENILES

	YES	NO	N/A
225. A juvenile transferred for prosecution as an adult is not housed with adults, nor is a juvenile who is wanted for prosecution as an adult in another jurisdiction? Sec. 18.01 (a)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
226. Does the facility have a housing area designated for juveniles and have sufficient staff to supervise and monitor the juveniles at all times? Sec. 18.01 (b)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
227. When a juvenile is housed as an adult, is all of the below criteria met: Sec. 18.02			
a. The courts have certified the juvenile for prosecution as an adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. The juvenile has been tried as an adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. The juvenile was found guilty as an adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. The juvenile was sentenced as an adult.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
228. Is a juvenile being housed with adult sanctions being housed only with inmates with the same classification? Sec. 18.03	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: (Attach additional sheets as needed)
