

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 10.18	PAGES: 1 of 2
	RELATED ORDERS: P&P 10.01	
	ISSUED DATE: July 1, 1989	
	REVIEW DATE: December 5, 2015	
	REVISION DATE: September 21, 2012	
CHAPTER: Post Orders	SUBJECT: Santa Rita Jail - Minimum and Medium-Security Yard Deputy Post Order	

- I. **PURPOSE:** To describe the duties of the minimum and medium-security Yard Deputies at the Santa Rita Jail (SRJ).
- II. **POLICY:** The minimum and medium-security Yard Deputies are responsible for providing security in the outdoor yards.
- III. **PROCEDURE:** Yard deputies shall:
 - A. Have a working knowledge of, and comply with, all existing post orders, policies, procedures and directives.
 - B. Ensure that all security gates are closed and secure before inmates are allowed in the yard.
 - C. Ensure that the yard is staffed at all times when in use, maintain security, and supervise all yard activities.
 - D. Maintain communication with Control Point (CP)-48.
 - E. Ensure inmates are cleared from the security gates when advised by CP-48 that the gates are opening for Automated Guided Vehicles System (AGVS) deliveries.
 - F. Assist housing deputies with providing minimum-security inmate meals.
 - G. Provide security for the industrial sally, during primary inmate work crew staging and return periods.
 - H. Assist in staff meal relief as directed.
 - I. Respond to emergency calls when appropriate.
 - J. Ensure that inmates do not linger in the yard when moving to and from visiting.
 - K. Be thoroughly familiar with all policies, procedures, rules and regulations relating to visiting, yard schedules and housing operations.

- L. Ensure that all recreation equipment is put away and the yard is clean at the end of yard time.
- M. Ensure that all inmates clear the yard when announced.
- N. Perform other duties as assigned.