

ALAMEDA COUNTY SHERIFF'S OFFICE DETENTION AND CORRECTIONS POLICY AND PROCEDURE	NUMBER: 20.07 PAGES: 1 of 1
	RELATED ORDERS: CALEA 71.1.2
	ISSUED DATE: May 1, 1993
	REVIEW DATE: October 20, 2015
	REVISION DATE: October 1, 2010
CHAPTER: Transportation	SUBJECT: Vehicle Inspections

- I. **PURPOSE:** To establish a requirement for deputies to inspect the Transportation vehicle they are assigned to drive.

- II. **POLICY:** Prior to each use, every transportation vehicle used to transport inmates will be inspected for safety and mechanical defects by the assigned driver. No vehicle shall be driven that is in such condition that will compromise the safety of the driver, passengers, or other persons.

- III. **PROCEDURE:**
 - A. The driver of every transportation vehicle, prior to its use, shall conduct a safety and mechanical inspection pursuant to instructions listed on the reverse side of the Transportation Daily Log (PD-77). A visual inspection will also be made for new or unreported damage.

 - B. If a safety or mechanical discrepancy is discovered that will compromise the safe operation of the vehicle, that vehicle shall not be driven. The driver shall immediately notify the Transportation Sergeant of the discrepancy. Assigned drivers shall report every safety or mechanical discrepancy, regardless of the severity, on a Vehicle Discrepancy Report (PD-205).

 - C. Any deputy discovering new or unreported damage to a Transportation vehicle shall be responsible for notifying a Transportation supervisor and completing necessary reports as directed.

 - D. Pre-trip inspections shall include the first aid kit, three flares, reflective type, and a fire extinguisher, charged and sealed, which are required to be accessible on each Class B vehicle. If any of this equipment is missing, incomplete, or unserviceable, the Transportation Sergeant shall be promptly notified.