Jail Minimum Standards Proposal Form

Please use this form to propose a **new** standard or guideline or a **major revision**

	Remarks / Comments / Justification
New or Revised Standard	Revised
• Working title and number if revised standard	1064 Tool Control
• Title of New Standard	
• Statement on the perceived need for new or revised standard	Section needs modification to include contracted vendors such as kitchen services and medical services who should be responsible for developing and having policies and procedures that address how they will be responsible for tool control.
Proposal explanation	The Detention Center shall develop and implement tool control plans, policy, and procedures to ensure inmates will not have access to tools that may be used to breach the facility security or endanger personnel in the facility. This plan shall include not only the facility tools for the Detention Center but also kitchen equipment such as knives, cooking utensils, and other items used in the kitchen as well as medical supplies located in the medical units that could be utilized to breach facility security or endanger personnel. These plans, policies, and procedures should include the standard use of inventory shadow boards, etchings, or color coding of facility tools to ensure that such tools are easily identified as secured or missing. Where a facility utilizes a contracted vendor for services in the facility such as kitchen services or medical services, the contracted vendor shall be responsible for the development and implementation of the tool control plan, policy, and procedure for the area the contracted vendor provides services. The contracted vendor shall provide the facility with a copy of their tool control plan, policy, and procedure for approval. Tools brought into the facility for maintenance or repairs shall be inventoried both prior to entering and when exiting the facility to ensure all tools are accounted for. In addition, maintenance personnel working in the facility shall ensure all tools taken into the facility are accounted for at all times while inside the facility.