

MARIN COUNTY SHERIFF'S DEPARTMENT
CIVIL/DOCUMENTARY SERVICES POLICY AND PROCEDURE MANUAL

CHAPTER TWO - ADMINISTRATION
CIV - 02 - 03
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DATE
04/13/10

MEALS FROM JAIL

POLICY

It is the policy of the Marin County Sheriff's Department to provide meals for employees working night and weekend shifts who are not able to leave the work area.

PROCEDURE

The jail will provide meals for employees in this division who work night and weekend shifts and are not able to leave the work area. Meals are not provided for employees who are working for any reason other than shift coverage.

It is the employee's responsibility to contact the jail to request a meal prior to the shift needed. No substitutions should be requested. Any problems with receiving meals should be addressed to the Records Legal Process Supervisor or the Legal Process Manager.

RELATED STANDARDS:

None

AFFECTED DIVISIONS:

None

DATE OF REVISIONS:

07/17/98

By order of:

Rick Navarro
Captain