

MARIN COUNTY SHERIFF'S DEPARTMENT  
CUSTODY DIVISION POLICY AND PROCEDURES MANUAL

**CHAPTER 11 - POST ORDERS**  
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DATE  
8-03-94

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**MOVEMENT RELIEF DEPUTY - III**

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**GENERAL INFORMATION**

- The Movement Relief Deputy (MRD 3) is responsible for inmate movement within the facility.
- All inmate movement is to be conducted within the time constraints and requirements set forth in the movement policies and procedures.
- The MRD 3 is responsible to conduct security rounds of the interior, perimeter and roof areas of the facility.
- The MRD 3 is responsible to respond to all emergencies within the facility.
- The radio call sign is 82.
- The MRD 3 is supervised by the Hsg. Sergeant.

**SPECIFIC POST ORDERS**

1. Comply with all existing post orders, manuals, policies, procedures and directives and assist as appropriate.
2. Supervise the loading of inmate food trays in the kitchen and escort the kitchen workers during the delivery of meals to the Pods.
3. Confirm the correct meal count with the Pod Deputies.
4. Feed the inmates in the Lockdown Pods.
5. Provide meal delivery for late court returnees.
6. Conduct security patrols of the Level Three (3) visiting area, perimeter of the facility including the roof area.
7. Inspect all fire life safety equipment on Level one (1) and Level three (3).
8. Assist the MRD 2 with releases.
9. Assist with the supervision of inmate workers involved in outside the pod cleaning details.
10. Assist the MRD assigned to Booking.

**GENERAL POST ORDERS**

1. Test Personal alarm transmitter on Wednesday at 0300.
2. Conduct movement of inmates throughout the facility.
3. Conduct pat and strip searches of inmates.
4. Respond to and report emergencies.
5. Write incident reports.
6. Monitor the compliance of inmates to facility rules.
7. Attend shift briefing.
8. Receive keys from the Bkg. Sergeant.
9. Perform any other duties as required.

**REQUIRED EQUIPMENT**

1. Flashlight
2. Handcuffs and case
3. Radio and holder
4. Personal alarm transmitter
5. Keys required