

GUIDE FOR INFORMAL MEETING AND TOUR OF JAIL

This checklist is to be utilized to assist the jail coordinator in ensuring pertinent information regarding the contract is conveyed to the jail authority. The information should be presented in a manner in which the jail authority can fully understand ODOC's expectations of a jail that houses ODOC contract inmates. Additional information should be included at the discretion of the jail coordinator and will be documented for the record.

- _____ 1. A copy of the "Jail Annual Audit" form will be provided to the jail authority;
- _____ 2. The initial inspection will be reviewed and discussed;
- _____ 3. Contract files and documentation needed for the files will be discussed;
- _____ 4. Mandatory 120 hours ODOC training;
- _____ 5. Outside exercise;
- _____ 6. Inmate personal property and clothing;
- _____ 7. Housekeeping standards;
- _____ 8. Inmate pay;
- _____ 9. Inmate programs;
- _____ 10. ODOC policies (Use of Force, Visiting, and Property); and
- _____ 11. Separate living accommodations for ODOC contract offenders.

Additional comments: _____
