



OPERATIONS ORDER

CLOTHING-TITLE XV 1480 AND 1482

Purpose and Scope

Each youth will receive clothing that is clean, reasonably fitted, in good repair, and free of holes and tears. Unless work, climate conditions or illness requires more frequent exchanges, outer garments, except footwear, will be exchanged at least one time each week.

Each youth will receive new non-disposable underwear which shall remain with the youth throughout their stay. Clean tee shirts, bras, underwear, and socks shall be exchanged daily; youth shall receive their own underwear back at exchange. Undergarments that are freshly laundered shall be free of stains, including tee shirts and bras.

Suitable clothing is issued to pregnant youth.

Youth Detention Facility staff launders all clothing; shoes are sanitized between juvenile exchanges.

Affected Personnel

All Sworn Personnel - YDF

Authority

Title XV 1480 and 1482, BSCC

Effective Date

August 1, 2019

I. Guidelines

- A. Laundry personnel will provide a weekly order form to each unit and inventory all clothing and bedding stored on each unit on the specified days listed below.

Monday	Units 5, 10 and 12
Tuesday	Units 14 and 16
Wednesday	Units 1, 2 and 8
Sunday	Units 3, 15 and 17

B. Include completed weekly order form with unit's dirty laundry cart and place cart in unit sally port or by unit door for laundry staff to collect. Ordered items will be placed in the unit's clean laundry cart the following day.

Attachments

Amends/Replaces Previous Order – Clothing, 9/03

Authorized By  **Date** 7/22/19
Chief Deputy Dave Semon

WEEKLY ORDER FOR UNITS

Unit #: _____

Date: ____/____/____

Ordered by: _____

PLEASE PRINT FULL NAME

ITEM:	AMOUNT/SIZE
Socks Example >>>>>>	Example: 3-S, 2-M, 5-L, 4-XL, 1-XXXL
Socks	
Briefs	
Panties	
Bras	
Washcloths	
Towels	
T-Shirts	
Polos	
Sweaters (Grey)	
Pants	
Shorts	
Honor T-Shirts (Yellow)	
Sweaters, Honor (Yellow)	
Honor T-Shirts (Green)	
Sweaters, Honor (Green)	
Swimsuits Girls	
Swim Trunks Boys	
Alsco Laundry Bags	