

Tour/Area Visits and Observation
Visit all areas to include unoccupied areas. (5-ACI-3A-11)

Weekly Review of Log Books

[illegible]

Weekly Perimeter Fence Alarm/ Security Check

Date	Time Started	Time Ended	Zone Started	Zone Ended	Fabric	Poles	Ties	Razor Wire

Weekly Uniform Inspection

Officer Name	Date	Shift	Results

Weekly Key Audits

Location/Key Ring #	Date	Results

Weekly Employee Kiosks Inspection

Location	Date	Results

Weekly Surveillance/Counts Checklist

Location	Date	Comments

Weekly Food Service Inspection

C – Compliant
NC – Not Compliant

	N	NC
Are hairnets and beard guards used/being worn? (observation/interviews staff, inmates all person entering food prep area)		
Are items stored 6" from the wall and 6" off the floor?		
Are hot foods being held above 135 degrees?		
Are cold foods held below 40 degrees?		
Are food trays inverted or covered when not in use?		

Date	Time	Shift	Results

[illegible]

Date	Time	Results

[illegible]

Weekly Drill(s)

Date	Drill (Affected area, type, subject, etc.)	After Action/Response (what was learned, policy/practice compliance, etc.)

Additional Comments:

Orientation:

Signature/Title

Date