

Section 7: Sanitation and Environmental Conditions

Subject: Shaving Equipment

Minimum Standard: 5120:1-8-05(K)

Revised: 10/2008, 03/2009, 12/2011, 09/2015

Authorized: _____ Effective date: _____
Sheriff Paul A. Sigsworth

POLICY

The Erie County Jail shall make shaving equipment and supplies available daily. Issuance and retrieval of shaving equipment and supplies shall be documented.

PROCEDURE

- A. At the beginning of A Shift the officer assigned to each housing area will obtain a list of inmates requesting a razor.
 - a. The razor request must be made by the person requesting the razor.
- B. Prior to issuance of a razor to any inmate who may be considered high risk or who is under a suicide watch, the shift supervisor must be notified. Issuance of a razor will be at the discretion of the shift supervisor.
- C. The officer will obtain a new disposable razor and write the name of the inmate requesting a razor on the handle of the razor with a permanent marker. The officer will inspect the razor to ensure a blade is present prior to issuing the razor.
- D. The officer will indicate on a Erie County Jail Razor Log Form:
 - a. Date the razor was issued.
 - b. Time the razor was issued to the inmate.
 - c. Name of inmate who requested the razor.
 - d. Name of officer issuing the razor.
 - e. Time the razor was collected from the inmate by the officer.
- E. The officer will enter a RAZO (Razor) Event in the Jail Record Management Jail Log to include:
 - a. Date and Time razors were issued.
 - b. Location razors were issued.
 - c. Names of inmate's razors were issued to.
 - d. Officer issuing razors.
- F. All razors must be collected and accounted for by 0930 hours.
- G. After razors are returned from the inmate the officer receiving the razors should carefully inspect them to ensure the blade has not been removed or otherwise tampered with.
 - a. Any signs of a missing or tampered razor should be immediately reported to the shift supervisor.
- H. Used razors should be handled with universal precautions and disposed of in a Sharps Container.