

<b>GEORGIA DEPARTMENT OF CORRECTIONS</b> Standard Operating Procedures		
<b>Functional Area:</b> SUPPORT SERVICES/ CARE & CUSTODY	<b>Reference Number:</b> IVA01-0006	<b>Revises            Previous            Effective Date:</b>  7/01/99
<b>Subject:</b> Bedding Equipment		
<b>Authority:</b> Wetherington/Bell	<b>Effective Date:</b> 8/15/01	Page 1 of  1

**I. POLICY:**

It is the policy of the Georgia Department of Correction to provide Bedding Equipment to all facilities.

**II. APPLICABILITY:**

All facilities, centers, and units operating under Georgia Department of Corrections' management.

**III. RELATED DIRECTIVES:**

NONE

**IV. DEFINITIONS:**

NONE

**V. ATTACHMENTS:**

ATTACHMENT 1 - Maximum Items Allowed Per Bed

**VI. PROCEDURE:**

A. Bedding Equipment and Replacement

1. All bedding equipment will be allocated and replaced on an as needed basis.
2. All bedding equipment must be maintained and replaced in an economic and efficient manner.
3. All request for additional bedding equipment be approved by the Director of Care and Custody.
4. All request for replacement bedding equipment be sent to Central Care and Custody for approval.

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5. A visual inspection of any replacement bedding equipment will be conducted by Care and Custody.