

# Hanover Park Police Department

## Supervisor's Weekly Holding Facility Inspection Form

**Instructions:**

Indicate those items that are in need of repair with a [-] and those items that are functional with a [+].

Cell Block	Holding Cell	Cell 1	Cell 2 ADA	Cell 3 ADA	Cell 4	Cell 5	Cell 6 Padded	Cell 7	Cell 8	Cell Juv 1	Cell Juv 2
Clean	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Lights	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Smoke Detector	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Secure	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Locks	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Doors	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Bedding	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -
Weapons/ Contraband Search	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -	+ / -

Note Any Deficiencies: \_\_\_\_\_

**Security Door Status:** \_\_\_\_\_ [Locked or Unlocked]

Sallyport to Garage	Choose an item.	Bond Out	Choose an item.	Cell Block W Door	Choose an item.
Garage to Sallyport		Processing to Juvenile		Cell Block E Door	
Juvenile to Int. Hallway		Int Hallway to Int. Entrance		Property Return	

**Other:** Note: Check ☐ if adequate

Processing Room: Clean ☐ Lighting ☐ First Aid Kit ☐ Sprinkler/Fire Extinguishers ☐

DUI Test Room: Clean ☐ Lighting ☐

Interview Rooms: Clean ☐ Lighting ☐

General Supplies: B.O.L. Supplies - Mouth Pieces ☐ Test Receipts ☐ Transport Hoods ☐

Bond Books ☐ Printer Paper ☐

Alarm: Control Panel ☐ Fire Alarm Pull Boxes ☐ Duress Alarms ☐

Eye Wash Stations: Garage ☐ Processing ☐

Note any Deficiencies: \_\_\_\_\_

Inspector

Date/Time

Original to D/C Support Services; copy to Accreditation Manager  
Appendix A; DIR 575-S