
	<b>LOWER MERION TOWNSHIP POLICE DEPARTMENT</b> <b>Ardmore, Pennsylvania</b>	
	<b>Policy 3.5.3</b>	
Subject:		Distribution:
<b>Prisoner Meals</b>		<b>All Personnel</b>
Date of Issue:	Expiration Date:	Rescinds:
<b>10-22-2018</b>	<b>Until Amended or Rescinded</b>	<b>Policy 3.5.3 (06-1-2014)</b>
References:		
<b>CALEA: 71.3.1; PLEAC: 3.1.7</b>		
By Authority of:		
		<b>Superintendent of Police</b>

## **PROCEDURE**

- A.** Prisoner meals will be purchased at the Ardmore Wawa Food Market, located in the Ardmore West Shopping Center, Ardmore, phone number: 610-642-9545.
- B.** On any day that this establishment is not open, it will be the responsibility of a Platoon Sergeant on duty to determine if meals are needed and where they will be purchased. Cash will be paid for these meals and a receipt obtained for reimbursement through the Superintendent's Administrative Assistant.
- C.** When meals are required, Report Review or Communications Center personnel will notify the Wawa, specifying the type and quantities of meals, i.e., breakfast, lunch, or dinner.
- D.** When the meals are picked up, the officer is to obtain a receipt itemizing the quantity and the type of meal. The officer will respond to the lock-up facility in a prompt manner and serve the meal. The meal receipt shall be turned into Report Review.
- E.** Prisoner meals will consist of the following:
- |            |   |
|------------|---|
| Breakfast: | One Egg Sandwich<br>One Plastic Container of Bottled Water            |
| Lunch:     | One Cheese Sandwich<br>One Plastic Container of Bottled Water         |
| Dinner:    | One Hot Roast Beef Sandwich<br>One Plastic Container of Bottled Water |

NOTE: Dinner is to be provided only if the prisoner has been in our custody through the normal lunch and dinner period and has previously been given the "lunch" meal.

If the prisoner is taken into custody after lunch and is detained through dinner, food will be provided from the lunch menu.

- F.** All prisoner meals shall be food that can be eaten without eating utensils. Eating utensils of any type are prohibited in the Lock-Up Facility. **(PLEAC 3.1.7)**
- G.** Communications Center personnel will note the time the meal was provided on the Prisoner Intake form. **(CALEA 71.3.1 a)**

### **RESPONSIBILITY**

It is the responsibility of all supervisory personnel to ensure that all personnel under their immediate supervision comply with this policy.