**Section 1750.203 Certification of Facilities**

a) The Board shall certify those academies and courses which satisfy the requirements described in this Subpart and which are necessary to effectively teach basic training. In making the latter determination, the Board shall consider the economic feasibility of offering training at a particular academy as well as the geographic needs within the state. On-site inspection shall be conducted annually by Board staff members to determine the adequacy of facilities and administration.

b) The Board shall certify jail facilities and courses where trainees can receive field or on-the-job correctional training. On-the-job training shall include, but not be limited to, jail searches, feeding the prisoners, transporting prisoners, record writing, and ensuring prisoners receive adequate medical care.

c) In certifying facilities for training under this Part, the Board will compare the facility's actual standards and procedures with the standards for adult local detention facilities developed by the American Corrections Association, as found in Standards For Adult Local Detention Facilities, Second Edition, April, 1985; Correctional Standards Supplement, January, 1986; (American Correctional Association, 4321 Hartwick Road, Suite L-208, College Park, Maryland 20740). This incorporation includes no later amendments or additions.

d) Every academy and jail certified by the Board for training shall develop a personnel policy manual to be posted for inspection, and made available to all trainees. The personnel policy manual shall delineate the internal policies and procedures of the academy and jail which affect its trainees. A copy of the manual shall be mailed to the Board's main office.