

2911.7200 HOUSEKEEPING, SANITATION, AND PLANT MAINTENANCE.

Subpart 1. **General.** A facility shall have a policy and procedure that provides that the facility shall:

- A. be kept in good repair to protect the health, comfort, safety, and well-being of inmates and staff;
- B. document weekly sanitation inspections; and
- C. document deficiencies from the weekly sanitation inspection, if any, have been ordered.

Subp. 2. **Maintenance plan.** A written housekeeping plan for all areas of the physical plant shall provide for daily housekeeping and regular maintenance by assigning specific duties and responsibilities. Facility floors are kept clean, dry, and free of hazardous substances. A written policy and procedure shall establish the following requirements:

- A. weekly sanitation inspections of all institution areas by a designated staff member; and
- B. there is documentation that deficiencies, if any, have been corrected.

Subp. 3. **Department rules.** Plumbing, sewage disposal, solid waste disposal, and plant maintenance conditions comply with rules of:

- A. the Minnesota State Building Code;
- B. the Minnesota Fire Marshal's Office;
- C. the Minnesota Department of Health;
- D. the Minnesota Department of Labor and Industry (O.S.H.A.); and
- E. other local government.

Subp. 4. **Plan.** A facility shall establish a plan for the daily inspection of housekeeping, sanitation, and plant maintenance.

Subp. 5. **Cost list of needed supplies and repairs.** The facility administrator shall submit to the governing body a list of repairs and supplies needed in order to maintain the facility. This shall be done on a monthly basis or as part of the annual budget.

Statutory Authority: *MS s 241.021*

History: *23 SR 1834; 38 SR 523*

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