3-09/090.15 - Release of Information to Other Law Enforcement or Government Agencies

Authorized government agents and Department personnel requesting information from official records shall submit a written request to the Records and Identification Bureau (RIB) or station desk officer. Department personnel shall submit their request using a form provided by RIB and authorized government agents will submit a signed request on their agency's letterhead.

Only properly identified representatives of the following agencies may be given access to requested information:

- Enforcement officers of federal, state, county, and municipal policing agencies;
- Authorized personnel of the Probation Department, District Attorney's Office, parole officers of the California Department of Corrections and Rehabilitation and the California Youth Authority, and regularly employed parole officers of duly constituted governmental agencies; and
- Investigative agencies of the Armed Forces of the United States.

When the information requested by an officer or other authorized person concerns a case that is still active, the person requesting the information shall be referred to the detective or unit responsible for the investigation of the case.