

## 5-03/005.05 - Inmate Reception Center

The Inmate Reception Center (IRC) is the central control for the processing of male prisoners. IRC has functional supervision over the reception Unit at Century Regional Detention Facility (CRDF, the booking function at LAC/USC Medical Center Jail Wards and the booking functions at all Sheriff's Stations.

The Warrants and Detainers Unit (WAD) is responsible for:

- Setting the arraignment date and ordering prisoners to court whenever a prisoner is received at IRC on a warrant or abstract from a L.A. County court (includes warrants placed as additional charges);
- Receiving, filing and processing all warrants or abstracts placed against prisoners in the County Jail system, except Stations and CRDF;
- Receiving and processing all Automated Justice Information System (AJIS) "Hit Notices" for prisoners in the County Jail system, except Stations and CRDF;
- Delivering a copy of the out-of-County warrant notification to a prisoner booked on an out-of-County warrant. This notification shall be noted on the warrant;
- Coordinating Superior Court bench warrant court appearance with the County clerk and Major Crimes Bureau; and
- Notifying Records and Identification Bureau (RIB), Countywide Warrant System (CWS) Operations Unit, to reactivate any L.A. County issued warrant that IRC determines was erroneously served on a prisoner in custody. IRC will add exoneration information (JDIC Want 5) to the warrant record prior to notifying CWS Operations.

In addition, WAD is also responsible for making the following notifications:

- Major Crimes Bureau when a prisoner is available for arraignment on an out-of-state warrant;
  - Out-of-County agencies when a prisoner is available for an out-of-County warrant; and
  - Outside agencies of a prisoner's availability or when a prisoner will appear in court on a warrant that the agency has placed against him.
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