5-03/027.05 - Charges and Holds for Crimes Committed by Inmates in Custody

To assure that crimes committed by in-custody and previously booked inmates are added to their arrest histories, complete the SH-CR-435, prepare and distribute as follows:

- The original (yellow) is to be sent to Records and Identification Bureau (RIB) with fingerprints on reverse side.
  Do not rebook. Prepare one 10-print fingerprint card and send with original (yellow) SH-CR-435 to RIB;
- Place the first copy (white) in the prisoner's booking jacket; and
- Give the second copy (gold) to prisoner.

Three 10-print fingerprint cards are required if prisoner was booked on charge not requiring print cards (refer to section 5-03/050.05).