## **Chapter 7 - Judicial Process**

- 5-07/010.05 Time of Admonition
- 5-07/010.10 Admonition Procedures
- 5-07/010.15 Admonition by Field Personnel
- 5-07/020.00 Obtaining of Felony and Misdemeanor Complaints
- 5-07/030.00 Proof of Prior Conviction
- 5-07/040.00 Writ of Habeas Corpus
- 5-07/040.05 Procedure When Served At a Custody Division Facility
- 5-07/040.10 Procedure When Served At Stations
- 5-07/040.15 Order to Show Cause Regarding Writ of Habeas Corpus
- 5-07/040.20 Inmate Reception Center (IRC) Procedure
- 5-07/050.00 Superior Court Warrants
- 5-07/060.00 Consolidated Superior Court Warrants
- 5-07/060.05 Warrant Service for Out-Of-County Agencies
- 5-07/060.10 Warrant Service for Health and Safety Violations
- 5-07/060.15 Responsibility of Arresting Unit
- 5-07/060.20 Warrant Abstracts

Printed: 7/2/2025 (WEB)

- 5-07/060.25 Requesting Duplicate Warrant Abstracts
- 5-07/060.30 Placement of Holds on Warrants
- 5-07/060.35 Notification of Arrest to Other Agencies
- 5-07/060.40 Arraignment Responsibility

- 5-07/070.00 Telephone Search Warrant
- 5-07/075.00 Taking of Photographs During Service of Search Warrants
- 5-07/080.00 Warrantless Arrests in Dwellings
- 5-07/090.00 Misdemeanor Warrant Arrests Warrant Not in Immediate Possession of Arresting Officer
- 5-07/100.00 Misdemeanor Warrant Arrests Time Restrictions
- 5-07/110.00 Countywide Warrant System (CWS)
- 5-07/110.05 User's Responsibilities
- 5-07/110.10 Use of the CWS
- 5-07/110.15 Warrant Check Format
- 5-07/110.20 Vehicle License Plate Want/Warrant Information
- 5-07/110.25 Bail Posted Not Booked
- 5-07/110.30 Want Entries
- 5-07/110.35 Want Only Superseded by Warrant
- 5-07/110.40 Local or Statewide Broadcast
- 5-07/110.45 Cancellation of Wants
- 5-07/110.50 Warrant Recalls
- 5-07/110.55 Warrant Service Procedure
- 5-07/110.56 Consolidated Superior (Formerly Municipal) Court Felony Bench Warrants
- 5-07/110.60 Procedure When Subject Not Person Named in Warrant
- 5-07/120.00 Warrant Disposition After Bail Posted

- 5-07/120.05 Bail Posted At Station
- 5-07/120.10 Bail Posted At IRC/CRDF
- 5-07/120.15 Bail Accepted on Abstracts Received From Out-Of-County Police Agencies
- 5-07/130.00 Warrant Notices
- 5-07/130.05 NCIC Entries Arrest Warrants
- 5-07/130.10 NCIC Validation
- 5-07/130.15 FBI NCIC Audit
- 5-07/140.00 Arrests with Citable Violations
- 5-07/140.05 Booking and Property Record (Form SH-J-293)
- 5-07/140.10 Incident Report (Form SH-R-49)
- 5-07/140.15 Disposition of Citable Offenses
- 5-07/150.00 Citation Control Procedure
- 5-07/150.05 Distribution, Filing, and Destruction of Citation Copies
- 5-07/150.10 Destruction of Unusable Citations
- 5-07/150.15 Citation Void/Dismissal Procedures
- 5-07/150.20 Lost/Stolen Citations
- 5-07/160.00 Extradition Procedures
- 5-07/170.00 Deputy Personnel Subpoenaed As Witness in Civil Cases
- 5-07/170.05 Salary Provisions

Printed: 7/2/2025 (WEB)

- 5-07/170.10 Reporting Procedures Witness and Mileage Fees
- 5-07/170.15 Reporting Mileage Witness Fee Deposited

- 5-07/170.20 Verification of Fee Payments by Deputies
- 5-07/170.25 Filling Out Form SH-R-376
- 5-07/170.30 Station/Unit Commanders Responsibility
- 5-07/180.00 Deputy Personnel Subpoenaed for Taking of Depositions in Civil Cases
- 5-07/190.00 Department Employees As a Nonofficial Witness for Others
- 5-07/200.00 Civilian Personnel Subpoenaed As Witness for the County in Civil Cases
- 5-07/200.05 Salary Provisions
- 5-07/200.10 Reporting Procedures
- 5-07/200.15 Reporting Mileage Procedure: Court Mileage Reimbursement (Civilians)
- 5-07/210.00 Department Employee Subpoenaed As Expert Witness in Civil Cases
- 5-07/220.00 Appearance As a Defense Witness Criminal/Civil
- 5-07/220.05 Declarations in Civil Cases
- 5-07/230.00 Subpoena Duces Tecum Civil Cases
- 5-07/230.05 Procedures Deputy Personnel
- 5-07/230.10 Procedures Custodian of Records or Other Qualified Witness
- 5-07/230.15 Duplication of Audio and Video Tapes and Cost Recovery
- 5-07/230.20 Enhancement of Audio and Video Evidence
- 5-07/240.00 Subpoena Duces Tecum Criminal Cases
- 5-07/250.00 Criminal Subpoena and Court Appearances

- 5-07/260.00 Summonses Criminal and Civil
- 5-07/260.05 Receipt of Summons for Jury Duty
- 5-07/260.10 Appearance Before or Questioning by Any Grand Jury, Governmental Agency, Board or Committee
- 5-07/260.15 County Grand Jury
- 5-07/260.20 Appearance Before or Questioning by the Federal Grand Jury
- 5-07/270.00 Subpoenas "On-Call" and "Must Appear"
- 5-07/270.05 Deputies' Responsibilities
- 5-07/270.10 Court Liaison Officer's Responsibilities
- 5-07/270.20 Mandatory Subpoena Compliance by Personnel on Suspension
- 5-07/280.00 Handling Civil Actions Against Department And/Or Employees
- 5-07/290.00 Review of Civil Claims by Unit Commanders and Division Chiefs or Division Director
- 5-07/290.05 Unit Initiated Claim Process
- 5-07/290.10 Accelerated Claim Process
- 5-07/290.15 Administrative Documentation/Materials
- 5-07/300.00 Subpoenas and Requests to Appear At Civil Service or Employee Relations Commission Hearing
- 5-07/310.00 Small Claims Court Actions Claim of Plaintiff and Order
- 5-07/310.05 Unit Responsibilities
- 5-07/310.10 Acceptance of Service

- 5-07/310.15 Service Naming the Department or Department Executives
- 5-07/310.20 Service by Mail

Printed: 7/2/2025 (WEB)

- 5-07/310.25 Service Naming the County of Los Angeles or Members of the Board of Supervisors
- 5-07/310.30 Subpoenas From the Auditor Controller's Office
- 5-07/320.00 Civil Lawsuits Originated by Employees
- 5-07/330.00 Criminal Summons to Corporations
- 5-07/340.00 Department Service and Enforcement of Civil and Criminal Process
- 5-07/350.00 Superior Court Emergency Suspension of Sessions
- 5-07/350.05 Court Services Division Responsibility
- 5-07/350.10 Custody Division Responsibility