2-01/035.10 - Judicial Notification Requirement of Escaped Inmates

A notification to the appropriate Superior Court Judge is required under the following circumstances:

- When an inmate escapes from Sheriff's custody
- When there is an erroneous release
- When an inmate walks away from any custody work detail (work release)

Additionally, notifications are required upon their arrest and return to custody.

When a Branch Supervisor receives information that an inmate has escaped or was erroneously released from their lockup, they shall immediately notify the Site Supervising Judge of that Branch, the last judge handling the case, Court Services Division Headquarters, the Fugitive Detail, and the Security Operations Unit.

During normal business hours, when the Inmate Reception Center (IRC) / Century Regional Detention Facility (CRDF) receives information that an inmate has escaped, was erroneously released, or walked away from a custody work detail (this does not include electronic monitoring) they shall as soon as possible, notify the Security Operations Unit at (213) 893-2031. The Security Operations Unit will make the determination as to the last court and Trial Judge handling the case. Personnel will then make the proper notifications to the Trial Judge. If that judge cannot be contacted, the Site Supervising Judge will be notified, followed up by a memo to the Trial Judge.

After business hours, IRC/CRDF shall, as soon as possible, notify Sheriff's Headquarters Bureau (SHB) at (323) 267-4800. SHB shall then notify the on-call Security Operations Unit, who will make the proper notifications to the court.

If the Security Operations Unit cannot determine the last Trial Judge, they will then notify the Chairman of the Court Security Committee and/or the Director of Court Security.

When an escaped inmate has been captured and is back in custody, the Fugitive Detail shall immediately notify the Security Operations Unit of the arrest. Security Operations Unit will then notify the concerned judge that the inmate is back in custody.

Irrespective of this procedure, all other Departmental notification procedures are still in effect.