Chapter 2 - Legal Requirements From The State

"Each trial court should designate a specified peace officer as court security officer to be responsible to the court for all matters relating to its security, including security of courtrooms, building and grounds. The peace officer designated as court security officer should be the Sheriff, except where local conditions dictate otherwise, another peace officer may be so designated. The court security officer should be in operational command of all peace officers while acting in that capacity and should be responsible for the adequacy of security equipment, for the competence training and assignment of security forces and for the effective execution of the Court Security Plan/ (B.E.C.)." (California Rules of Court-Appendix 7(a))

The Court Services Division shall perform the legal responsibilities assigned to the Sheriff of this County as the Court Security Officer.

Refer to CSDM, 1-05/000.05 Court Security Plans / (B.E.C.).

• 3-02/010.00 - Court Attendance

"Except as otherwise provided by law, whenever required, the Sheriff shall attend (all) courts held within his county provided, however, that a Sheriff shall attend a civil action only if the presiding judge or his designee makes a determination that the attendance of the Sheriff at such action is necessary for reasons of public safety. The Sheriff shall enforce all lawful orders and directions of all courts within his county." (Govt. Code 26603)

• 3-02/015.00 - Court Crier

The Sheriff, in attendance upon court, shall act as crier thereof. He will call the parties, witnesses and all other persons bound to appear at the court and make proclamation of the opening and adjournment of the court and any other matter upon its direction. (Govt. Code 26611)

• 3-02/020.00 - Courtroom Bailiff

The primary function is to provide security and maintain order in the courtroom, thereby ensuring the protection of the court and the maintenance of those procedures surrounding the proper administration of justice.

• 3-02/025.00 - Lockup Personnel

The primary function is to maintain custody and control of all inmates and persons who have been remanded to the Sheriff while they are in court. Lockup personnel shall be responsible for the maintenance of court lockup facilities according to current state laws and Department policy and procedures. Lockup personnel shall be responsible for the safe and secure movement of those in Sheriff's custody to and from a courtroom.
