

LCS Unit Order 14

LANCASTER STATION

UNIT ORDER # 14

ADDITIONAL CHARGES AGAINST PRISONERS

All charges against persons arrested and booked in the station jail shall be approved by the appropriate supervisor. This is to include booking charges, warrant charges, and charges after the fingerprint results have been obtained.

Misdemeanor bookings and misdemeanor "add charges" shall be approved by the watch sergeant. Felony bookings and felony "add charges" shall be reviewed by the watch sergeant and approved by the watch commander. This order applies to charges added by the station jailer after booking, including both new crimes committed while in custody, and warrant returns as a result of a fingerprint inquiry.

Any questions as to the identity of the arrested person, or the placing of additional charges on the arrested person shall be resolved by the watch sergeant or the watch commander. The approving watch commander or watch sergeant shall place their initials in the bottom right hand corner of the completed Additional Charges and Holds Records form (SH-CR435) to verify their approval of the additional charge.

For further information regarding mandated booking procedures, see MPP section **5-03/027.00**.
