00-010 Press Board

Los Angeles County Sheriff's Department

STATION ORDER

Cerritos Station

STATION ORDER NUMBER: **00-010**

Subject: **Press Board**			
Effective Date:	06/13/2000	Last Date Revised:	
Last Date Reviewed:	03/10/2020	Next Review Date:	03/10/2021

PURPOSE:

The purpose of this order is to establish the procedure for the review and dissemination of information for placement on the Cerritos Station Press Board. This order coincides with the policy set forth by the Department.

SCOPE OF ORDER:

Designated Watch Deputies shall be responsible for reviewing reports and maintaining the press board. The press board shall be placed at the front counter of Cerritos Station.

ORDER:

The Watch Sergeant / Field Sergeant approving reports will determine those not suitable for placement on the press board based on the below listed guidelines. All reports deemed not suitable for press release will be identified by printing or stamping the words “Not For Press Board” in theupper left corner of the report. All sergeants approving reports in the field will print the words “Not For Press Board” in the same location. The day shift Watch Deputy will be responsible for reviewing the press board at the beginning of their shift to ensure compliance with this order.

The following reports shall not be placed on the press board:

- Reports naming detained or arrested juveniles
- In-custody reports which provide the addresses and phone numbers of arrestees and crime victims
- Reports naming victims of sex crimes, or when victim's safety is a concern
- Confidential reports (i.e., extortion, kidnaping, etc.)
- Reports naming lewd conduct suspects
- Homicide supplemental reports
- Reports that contain information which could jeopardize an on-going investigation (direct inquires to assigned detective or Watch Commander)
- Reports assigned to a Detective Division unit other than Cerritos Station
- Reports that involve gangs shall not include the name of the gang and if there is a potential for retaliation by a rival gang, names and addresses will not be released
- Victim or witness information shall not be released to any arrested person or defendant in the alleged offense
- 5150 WIC Reports
- Bank Robbery Reports
- Crime Analysis Supplemental Form (SH-R-49B)
- Bomb/Explosion Reports

Per section 6254 (f)(1) of the Government Code, the arrestee information we areobligated to release to the public consists of the arrestee's:

- Full name
- Occupation
- Date of birth
- Physical description, including sex, hair and eye color, height and weight
- Date, time, and location of arrest
- Date and time of booking and where the arrestee is currently being held
- All charges the arrestee is being held on including warrants, parole, or probation holds
- Bail amount
- Time and manner of release
- The factual circumstances surrounding the arrest