00-016 Arrestee Log

Los Angeles County Sheriff's Department

STATION ORDER

Cerritos Station

STATION ORDER NUMBER: **00-016**

Subject: **Arrestee Log**			
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 a Public Records Act, which allows members of the public to obtain certain limited information regarding an agency's arrestees (FOD 97-03). This order has been revised to include only Sheriff's Department arrestees on the log who do not fall under the exceptions as noted below. Arrestees by other agencies booked at Cerritos Station shall not be included on the log.

SCOPE OF ORDER:

This order is to ensure an arrestees information is available for the public to view in a timely manner pursuant to the Public Records Act and in compliance with the Field Operations Directive 97-03.

ORDER:

To ensure accurate and timely entries into the "Arrestee Public Records Log," the following procedures shall be adhered to: When a Sheriff's Department arrestee is booked at Cerritos Station, the jailer shall make an entry in the log, which will include the arrestee's name, age, and booking charges. The arrestee's address and telephone number will not be listed on this log.

Persons arrested for domestic violence, homicide, rape, child abuse, narcotics and juvenile detainees shall be excluded from the log. In addition, if disclosure of an arrest may endanger an on-going investigation, that arrest shall be omitted from the log.

If there is a question regarding if an arrest should be included on the log, the watch commander shall be consulted.

The jailer shall be responsible for initiating a new log each day. Completed logs shall be placed on the "Arrestee Public Information Board", maintained at the front desk.