14-03 PROCEDURES FOR HANDLING PROBABLE CAUSE DECLARATIONS

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COUNTY OF LOS ANGELES

SHERIFF'S DEPARTMENT

"A Tradition of Service"

OFFICE CORRESPONDENCE

DATE: May 28, 2014

FILE NO.

FROM: EDDIE RIVERO, CAPTAIN
CARSON STATION

TO: ALL PERSONNEL
CARSON STATION

SUBJECT: **CARSON STATION MANAGEMENT DIRECTIVE 14-03**

PROCEDURES FOR HANDLING PROBABLE CAUSE DECLARATIONS

Purpose of Directive:

The purpose of this directive is to establish procedural guidelines for station personnel regarding the processing of probable cause declarations (PCD) on weekends and holidays.

Scope of Directive:

This directive applies to all personnel assigned to Carson Station as the watch

deputy and becomes effective immediately.

Directive:

The guidelines for processing probable cause declarations on weekends and

holidays are as follows:

1. Meet with jailer and reconcile all completed PCDs with in-custodies.
2. Complete "Arresting Agency Probable Cause List" with suspect information from PCDs (include those transfers to custody facilities).
3. On **Saturday** between 1000-1300 hours, the duty judge will call the station and telephonically approve the PCDs, which are read to him/her by the handling watch deputy. The judge will give the probable cause finding and time to the handling watch deputy. The approval of PCDs will be done on a taped telephone line or manually recorded.
4. Please read the PCD prior to the judge calling. Provide the following PCD information to the judge: last name, first name; booking number; date and time of arrest; charge; read the PCD narrative; then fill out the back of the PCD with the judge's information.
5. The handling deputy will list the probable cause finding and time on the "Arresting Agency Probable Cause List" and complete the telephonic approval section of the PCD form.
6. Return a copy of the approved probable cause list and PCDs to the jailer.

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7. In the event a PCD is rejected by a judge, the handling watch deputy shall

either re-write the PCD (using all the information provided on the original

PCD, but changing the narrative to reflect the charge), or contact the Weekend Duty Detective for assistance.

NOTE If a judge has not contacted the station by 1330 hours, contact Norwalk Station,

who in most cases will have a judge at the station on Saturdays. If there is no judge at Norwalk Station,

contact the District Attorney Command Post at 213-974-3607

For **Sunday** PCD reviews, the handling watch deputy may call the District Attorney Command Post for approval OR drop off the PCDs by 1000 hours at the following location:

Los Angeles Police Department

Emergency Operations Center

500 E. Temple Street

Los Angeles, CA 90012

On weekends and holidays, all probable cause declaration results must be retrieved in person because there will be no court staff available to fax the results.

If for some reason a PCD is missed on Saturday, which is due to expire on Sunday, then process the PCD on Sunday through either the LAPD EOC or the District Attorney Command Post.

In the event the regularly scheduled shift watch deputy is off (vacation, sick, etc.), then the assigned watch deputy may contact the Weekend Duty Detective by 0900 hours with any questions, and/or requests for assistance with processing the PCDs.

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