

DATE:	MAY 9, 2022
NUMBER:	I.49
SUBJECT:	LINE-UP PROCEDURES FOR INCARCERATED PERSONS
RELATED SECTIONS:	

PURPOSE

To establish a uniform procedure for conducting in-custody and out-of-custody line-ups within the detention facilities.

POLICY

Identification line-ups will be provided pursuant to request from the Office of the District Attorney, police agencies or upon competent court order.

PROCEDURE

I. LINE-UP ROOM LOCATIONS

The San Diego Central Jail (SDCJ) and the Vista Detention Facility (VDF) are the only two facilities that can accommodate an identification line-up.

II. IN-CUSTODY LINE-UPS

- A. All line-ups will be scheduled by the on duty court deputy or in his/her absence; a control deputy will coordinate the event with the watch commander.
- B. To ensure that incarcerated persons housed at other facilities arrive at SDCJ or VDF for their line-up, the court deputy will schedule the suspect for a live line-up and the following should be completed in JIMS. To schedule an incarcerated person for a line-up, complete the following steps in JIMS: Go to IMS; click on schedule; click on schedule events; type in booking number; go to find; click on add; type in line-up in Event Type; schedule date and time of line-up; and, under comments, type in line-up for the designated deputy (name and arjis).
- C. Line-ups will be scheduled Monday through Friday (except holidays). No more than two line-ups should be scheduled in the morning, or afternoon; times will be established by each facility.
- D. Line-ups should not be accepted with less than two working days notice in order to facilitate a search for similar appearing incarcerated persons to form a line-up panel. Under exigent circumstances (i.e., the suspect will be released without a complaint being filed unless identification is made), requests for live line-ups may be on shorter notice with the approval of the watch commander

- E. All incarcerated persons participating in line-ups for the purpose of identification as a suspect shall have legal counsel present at the line-up. If the incarcerated person does not have retained or appointed counsel present, an attorney may be obtained by contacting the Public Defender's Office.
- F. Incarcerated participants (excluding the subject of the line-up), shall receive either two welfare packs or grilled food (i.e. hamburger and fries) from the kitchen. It is the discretion of the court deputy whether they will allow the participating incarcerated persons a special one hour social visit or allow the incarcerated person to have one free telephone call.

III. OUT-OF-CUSTODY LINE UPS

- A. Out-of-custody line-ups will be conducted pursuant to a valid court order and subject to all of the requirements of the foregoing.
- B. Scheduling of out-of-custody line-ups will not be considered complete until all of the following items and/or requirements are received:
 - 1. Valid court order
 - 2. Recent color photograph.
 - 3. Complete physical description.
- C. The subject of an out-of-custody line-up will report to SDCJ or VDF one hour prior to the scheduled line-up. Upon arrival, the court deputy or other designated personnel will be provided with a copy of the court order for an out-of-custody line-up and a valid picture I.D.
- D. The subject of an out-of-custody line-up, upon entry to SDCJ or VDF, will be subject to all rules and regulations governing within that particular facility.
- E. The court deputy or other designated personnel will prepare and attach to the subject's left wrist a blue jail I.D. band containing the subject's last name, first name, middle initial, date of birth and the words "line-up".
- F. The subject of the line-up will be searched and dressed out in jail clothing. Then they and their clothing will be turned over to the court deputy in the line-up holding area.
- G. At the conclusion of the line-up, the court deputy will arrange to have the subject dressed out in their street clothes, property returned, and released.
- H. Any weapon entering the facility with the subject of an out-of-custody line-up will be placed into a weapons envelope and taken to the information window where the subject may claim it after release.