



Notice of No Complaint Issued by District Attorney

When the District Attorney (DA) elects to not file on a case, a Notice of No Complaint is issued. One of three reasons will be indicated on the form.

NO ACTION TAKEN

- A 'Notice of No Complaint Issued' (NCDA) will be forwarded to custody processing staff.
- An NCDA form with the reason of *No Action Taken* will be processed on the day of receipt, after all court updates have been completed.
- A DA09 inquiry will be conducted in SDLAW to ensure a case was not filed prior to release. Print the first page of the DA09 screen where the defendant's full name appears and any applicable DA10 screens. Write 'FILE" on the printed pages. File these pages with the NCDA form in the custody record.
- A Certificate of Release SO-23 form must be generated and provided to the incarcerated individual upon release from Sheriff's custody per Penal Code 849.5.

TO:	SHERIFF, SAN DIEGO COUNTY JAIL		
FROM:	(XX) DISTRICT ATTORNEY – EAST COUNTY 619-441-6714 ECRDAISSUING@sdeda.org		
	<input type="checkbox"/> CITY ATTORNEY <input type="checkbox"/> SAN DIEGO SHERIFF DEPT. <input type="checkbox"/> SAN DIEGO POLICE DEPT. <input type="checkbox"/> OTHER _____		
SUBJECT:	(XX) NOTICE OF NO COMPLAINT ISSUED		
PRISONER'S NAME:	_____	_____	_____
	Last	First	Middle
COUNTY JAIL:	SDCJ	BOOKING NO.	_____
(XX) No complaint will be issued at this time by the District Attorney against the above named prisoner, who was arrested for:			

REASON:	<input type="checkbox"/> No Action Taken <input type="checkbox"/> Redirected to City Attorney's		
<input type="checkbox"/> The charge(s) against the above named prisoner have been changed or dropped:			
RELEASE	_____		
ADD:	_____		
<input type="checkbox"/> This is your authority to release the above named prisoner per section 849(b) 1 P.C. subject to any holds now pending.			
<input type="checkbox"/> This is your authority to release the above named prisoner charged with violation of section 647(f) P.C. per Section 849(b)2 P.C., subject to any holds now pending.			
<input type="checkbox"/> This is your authority to release the above named prisoner per Section 849.5 P.C. per Section 849.5 P.C., subject to any holds now pending.			
SIGNATURE	_____		DATE: 1/25/2021
DEPARTMENT/OFFICE <u>DISTRICT ATTORNEY'S OFFICE – EAST COUNTY</u>			

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- The disposition of NCDA – **No Complaint District Attorney** will be used to close out the arrest.

CASE REJECTED BY DISTRICT ATTORNEY

- The form will be processed on the day of receipt, after all court updates have been completed.
- A Certificate of Release SO-23 form must be generated and provided to the incarcerated individual upon release from Sheriff's custody per Penal Code 849.5.
- The disposition of NCDA – **No Complaint District Attorney** will be used to close out the arrest.

REDIRECTED TO CITY ATTORNEY

- The arrest will be processed as an 825 PC release on the day of receipt, after all court updates have been completed.
- A DA09 inquiry will be conducted in SDLAW to determine if a case was filed. Print the first page of the DA09 screen where the defendant's full name appears and any applicable DA10 screens. Write "FILE" on the printed pages. File these pages with the NCDA form in the custody record.
- A Certificate of Release SO-23 form must be generated and provided to the incarcerated individual upon release from Sheriff's custody per Penal Code 849.5.

TO:	SHERIFF, SAN DIEGO COUNTY JAIL		
FROM:	<input checked="" type="checkbox"/> DISTRICT ATTORNEY – EAST COUNTY 619-441-6714 ECRDAISSUING@dceda.org <input type="checkbox"/> CITY ATTORNEY <input type="checkbox"/> SAN DIEGO SHERIFF DEPT. <input type="checkbox"/> SAN DIEGO POLICE DEPT. <input type="checkbox"/> OTHER _____		
SUBJECT:	<input checked="" type="checkbox"/> NOTICE OF NO COMPLAINT ISSUED		
PRISONER'S NAME:	_____	_____	_____
	Last	First	Middle
COUNTY JAIL:	SDCJ _____	BOOKING NO.	_____
(XX) No complaint will be issued at this time by the District Attorney against the above named prisoner, who was arrested for: _____			
REASON:	<input type="checkbox"/> No Action Taken <input checked="" type="checkbox"/> Redirected to City Attorney's		

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CITY ATTORNEY NO COMPLAINT

- If the City Attorney's office elects to not file charges on an individual, a Notice of No Complaint Issued with the reason of Case Rejected by the City Attorney will be forwarded to custody processing staff.
- A DA09 inquiry will be conducted in SDLAW to determine if a case was filed. Print the first page of the DA09 screen where the defendant's full name appears and any applicable DA10 screens. File these pages with the NCDA form in the custody record.
- The form will be processed on the day of receipt, after all court updates have been completed.
- The disposition of CANC- City Attorney No Complaint will be used to close out the arrest.
- A Certificate of Release SO-23 form must be generated and provided to the incarcerated individual upon release from Sheriff's custody per Penal Code 849.5.

TO: SHERIFF, SAN DIEGO COUNTY JAIL

FROM: () DISTRICT ATTORNEY
 CITY ATTORNEY
 () SAN DIEGO SHERIFF DEPARTMENT
 () SAN DIEGO POLICE DEPARTMENT
 () OTHER _____
Department

SUBJECT: NOTICE OF NO COMPLAINT ISSUED

PRISONER'S NAME: _____ **COUNTY JAIL BOOKING#** _____
Last First Middle

No complaint will be issued at this time by the City Attorney against the above name prisoner, who was arrested for : _____

REASON: No Action taken
 Case rejected by D.A.'s Office
 Case rejected by City Attorney's

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Additionally, the City Attorney may forward a list of names for cases that were redirected to their office.

- Incarcerated individuals on this list indicating 'No Complaint Filed', are to be released using the disposition of **CANC – City Attorney No Complaint**.
- If 'Complaint Filed' is indicated, a court document should be received. If one is not received, the court of jurisdiction will be contacted.

Felony Drop Cases
Received by the City Attorney’s Office

Date: _____

Defendant's Name	Booking Number	Arrest Number	City Attorney Number	No Complaint Filed at This Time	Complaint Filed

Revised 07/09/09