



## **POSSIBLE WRONG PERSON ON WARRANT**

- I. If at any time, an inmate claims that he/she is not the person named on a warrant, the person notified will take the following steps:
  - A. The detention processing technician (DPT) will immediately fill out the top portion of the Notification of Possible Wrong Person on Warrant form, sign, date/time and forward it to the on-duty detention processing supervisor (DPS). The DPT will need to inform the deputy so they may segregate the inmate from all other inmates until the matter is resolved, or the inmate is released.
  - B. The DPS will immediately notify the watch commander or processing sergeant. The watch commander or processing sergeant will notify a JPMU sergeant, or if a sergeant is not available, the JPMU deputy on duty at the facility.
  - C. The JPMU deputy will provide all documentation to the watch commander who will be responsible for determining if the inmate is the person named on the warrant. Once the identity of the inmate is determined, the completed Possible Wrong Person on Warrant form will be filed in the custody record. The JPMU sergeant or on duty JPMU deputy will ensure that an entry is made in the "chronological notes" section of the Jail Information Management System (JIMS).
    1. If the watch commander is unable to determine if the inmate is the subject of the warrant, the inmate remains in custody. The DPS will notify the court of jurisdiction and arrange an identity hearing.
    2. If the inmate is determined to be the wrong person on warrant, the watch commander or processing sergeant will ensure the inmate remains segregated and is processed and released from custody immediately.
- II. If Sheriff's Records and Identification Division determines the wrong subject has been booked on a document that belongs to another individual, and has supporting documentation, the Records and Identification Division will notify the appropriate court, District Attorney (DA) or City Attorney (CA) and detention facility as follows:
  - A. If the Sheriff's Records and Identification Division makes the discovery PRIOR to the subject making their initial appearance in court, Sheriff's Records will contact the detention facility, fax all supporting documentation and the subject will be released (on this warrant or document only).
  - B. If the discovery is made any time AFTER the inmate's initial appearance in court, that the inmate is not the correct person in custody, Sheriff's Records and Identification Division will notify the detention facility, fax the supporting documentation and notify the court of jurisdiction or DA or CA. The court will schedule an identity hearing. The inmate will not be released from custody until the detention facility receives an order from the court. The inmate should be



immediately segregated from all other inmates until the identity hearing is complete.

- C. If the Sheriff's Records and Identification Division determines the true inmate is in custody on another matter, the Records and Identification Division will notify the detention facility with the name and booking number of the correct subject and fax the supporting documentation. Sheriff's records and Identification Division will close out the misidentified inmates arrest record and will forward copies of all supporting documents to the court or appropriate DA or CA. The document or warrant will be booked to the correct inmate's record.

Reference: Sheriff's Department Detention Services Bureau- Policies and Procedures section Q.80 Possible Wrong Person on Warrant



NOTIFICATION OF POSSIBLE WRONG PERSON ON WARRANT

The following inmate claims that they have been booked on a document that belongs to another individual.

BOOKING INFORMATION

Current Bkg#/JIMS# \_\_\_\_\_

Bkg Name: \_\_\_\_\_

System #: \_\_\_\_\_

Arrest Date & Time: \_\_\_\_\_

Arresting Agency: \_\_\_\_\_

Document #: \_\_\_\_\_

Court of Jurisdiction: \_\_\_\_\_

Date/Time JPMU Notified: \_\_\_\_\_

Person Notified: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Deputy/Detentions Processing Technician's Signature \_\_\_\_\_ Date and Time \_\_\_\_\_

FOR JAIL POPULATION MANAGEMENT USE ONLY

Received By: \_\_\_\_\_ Date and Time \_\_\_\_\_

JPMU Deputy

Researched By: \_\_\_\_\_ Date and Time \_\_\_\_\_

JPMU Deputy

DISPOSITION:

PRINTS MATCH WITH PERSON ON WARRANT \_\_\_\_\_

WRONG PERSON ON WARRANT \_\_\_\_\_

INVESTIGATION/DOCUMENTATION MATCH WITH WARRANT PERSON \_\_\_\_\_

UNABLE TO DETERMINE \_\_\_\_\_

Disposition Date/Time: \_\_\_\_\_

Agency & Person Contacted: \_\_\_\_\_

Watch Commander Signature: \_\_\_\_\_

\_\_\_\_\_

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