

CUSTODY SERVICES DIVISION

DIVISIONAL ORDER No. 3

June 27, 2019

18.2.2

TO: All Custody Services Division Personnel

FROM: Commanding Officer, Custody Services Division

SUBJECT: ACTIVATION OF CUSTODY SERVICES DIVISION INMATE DEMOGRAPHIC DOCUMENTATION, FORM INM DEMO V1 (04/19)

The following establishes the policy for utilizing Custody Services Division Inmate Demographic Documentation, Form INM DEMO V1 (04/19).

Effective July 1, 2019 (or June 30, 2019 for B Watch), all personnel assigned as the Intake/ID Control Officer shall maintain a daily tally, per watch, on the following number of arrestees that are booked with the below listed notations on the ICQ (Form 05.36.00). Should any identified data point be zero, the assigned Intake/ID Control Officer shall enter "Zero" in the totals box. At no time should any data point be left empty. At the end of each watch, the completed Form shall be submitted to the Watch Commander of each respective Section and attached to the WSDR. Assigned Sectional COMPSTAT personnel are to document the data captured on the Form into their monthly Op Assessment.

PART A	PART B	VETERAN/SERVICE	HOUSING CLASSIFICATION
MEU Contacts	Prior Jail/Prison	Marine	Segregation
History of Battery/ADW	Victim of Sexual Abuse	Air Force	Sobering
Gang Associate	Homeless	Army	Safety Cell
		Navy	
		Coast Guard	

The purpose of collecting this information provides CSD the opportunity to collect inmate data the Department has previously requested CSD collect. Second, it will provide CSD a basic inmate profile that will allow the Division to better identify and develop post arrest policies, procedures and/or services.

This Order will be incorporated in the next Jail Operations Manual update.

If you have any questions regarding this Order, please contact Mark Walker, Officer in Charge, Jail Operations and Training/Recruitment, CSD, at (213) 356-3450.



ROLANDO SOLANO, Captain
Commanding Officer
Custody Services Division

Attachment

CUSTODY SERVICES DIVISION

INMATE DEMOGRAPHIC DOCUMENTATION

SECTION: _____ WATCH: _____ DATE: _____ INTAKE OFCR: _____

Instructions: Document the number of Inmates received that have been identified on the Los Angeles Police Department Classification Assessment for the following categories. Turn in to the WC at the EOW.

PART - A		TOTALS
1	MEU CONTACT:	
2	HISTORY OF BATTERY OR ADW ON OFFICERS	
3	GANG ASSOCIATE:	
PART - B		TOTALS
1	PRIOR JAIL OR PRISON:	
2	VICTIM OF SEXUAL ABUSE:	
3	HOMELESS:	
VETERAN - BRANCH OF SERVICE		TOTALS
1	MARINES:	
2	AIR FORCE:	
3	ARMY:	
4	NAVY:	
5	COAST GUARD:	
HOUSING CLASSIFICATION		TOTALS
1	SEGREGATION:	
2	SOBERING:	
3	SAFETY CELL:	