

CUSTODY SERVICES DIVISION

DIVISIONAL NOTICE

18.2.2

July 30, 2018

TO: All Custody Services Division Personnel

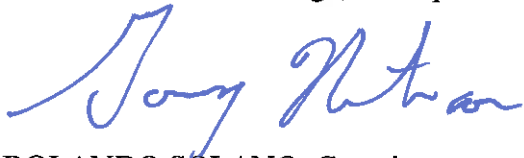
FROM: Commanding Officer, Custody Services Division

SUBJECT: USE OF JUDICIAL COUNCIL OF CALIFORNIA FORM, TR-100
(REV. JANUARY 1, 2004), 04.07.00 (11/07) FOR COURT CORRECTION
NOTIFICATIONS

It has come to this command's attention that Custody Services Division (CSD) personnel may be using the *Judicial Council of California Form (JCC), Tr-100 (Rev. January 1, 2004), 04.07.00 (11/07)* as a means of providing notification for previously released inmates of a court correction. Effectively immediately, CSD officers shall cease using the aforementioned form to notify a former inmate of a court correction.

The JCC is used to provide notifications to persons receiving a field citation or non-booking Release from Custody (RFC) citations. The JCC is not used for individuals who were arrested, booked and subsequently released from custody via an Own Recognizance (O.R.) release. Custody Services Division provides a method of notification with the *Court Correction Notification* letter, Form CSD CNN v3 (7/18). The approved CSD Court Correction Notification letter can be found in the *Custody Services Division* drive, in a folder titled "CSD Forms."

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



ROLANDO SOLANO, Captain
Commanding Officer
Custody Services Division

Attachments

LOS ANGELES POLICE DEPARTMENT



ERIC GARCETTI
Mayor

MICHEL R. MOORE
Chief of Police

P. O. Box 30158
Los Angeles, CA. 90030
Telephone: (213) 356-3450
Ref No.: 18.2.2
TDD: (800) 735-2929

Reference: **Correction on Court Appearance**
Booking No. **Charge:**

Dear :

On _____, when you were released from the custody of the Los Angeles Police Department, you were instructed to appear at:

on
at

The information on that notice is incorrect. **You are now instructed to appear at:**

on
at

Should you have any questions regarding this notice, please call _____

Respectfully,

MICHEL R. MOORE
Chief of Police

ROLANDO SOLANO, Captain
Commanding Officer
Custody Services Division

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www.LAPDonline.org
www.joinLAPD.com

Prepared by:

CSD CNN v3 (7-18)