Warrant Teletype Unit Training Guide

The Basics

2018

Table of Contents

Intro	ductio	n•	•	*	•	¥	•	•	•	•	9	•	1
	Objec	ctives	•	•	•	•	•	•	•	•	•	•	2
	Warra	ant Ov	erview	7 ●	•	•	•	•	•		•	•	3
	WTU	Overvi	iew	•	•	•	•	•	•	•	•	•	4
Basic	Telety	pe Du	ties	•	•	•		•	•	•	•	•	6
	JDIZ	Printe	r ("Coı	unty"	Printe	r)•	•	•	•	•	•	•	6
	WSSI	Printe	er ("Sh	nred" l	Printer	r) •	•	•	•	•	•	•	7
	TTYP	Printe	r ("Ou	t-of-S	tate" P	rinter	•	•	•	•	•	•	8
	LOPZ	Printe	er ("Sta	ate" Pi	rinter)	•	•	•	•	•	•	•	9
Basic	Phone	e Calls	•	•	•	•	•	•	•	0	•	•	10
	Rules	•	•	•	•	•	•	•	•	•	•	•	10
	Warra	ant Ch	eck (C	alifor	nia Ca	lls)	•	•	•	•	•	•	11
		Addre	ss Sea	arch (CHK F	ormat)	•	•	•	•	•	•	12
		Numb	er Sea	arch (G	CHK F	ormat)	•	•	•	•		•	13
		Name	Searc	h (CH	K Fori	mat)	•	•	•	•	•	•	14
		Warra	nt Inf	ormat	ion Sh	ieet (W	IS)	•	•	•	•	•	17
		Abstra	act (O	CB Fo	rmat)	•	•	•	•	•	•	•	18
		Califor	rnia C	alls Q	uick S	Summa	ary	•	•	•	•	•	19
	Warra	ınt Che	eck (O	utside	e Califo	ornia (Calls)	•	•	•	•	•	21
		Outsid	le Cal	ifornia	a Calls	Messa	ages (CHK F	`ormat	•	•	•	22
		AKA Ir	nquiry	7 ●	•	•	•	•	•	•	•	•	26
		Invest	igative	Info	Inquir	y	•	•	•	٠	•	•	28
		Warra	nt Ch	eck Ex	rercise	24							20

Table of Contents

	Quiz /	Answei	rs	•		•		•	•	•			37
Quiz	•	•	•	•	æ	W.	a :	W.	•	•	•	•	31

Introduction

Welcome to the Warrant Teletype Unit (WTU). The aim of this training guide is to reinforce the information presented by the trainer, and to serve as a companion to the "Warrant Teletype Unit Manual" booklet.

Throughout the training process, your trainer will be covering all the duties and functions involved in WTU. Please ask questions throughout the training process and alert your trainer when you do not understand a particular subject matter. Your trainer will gladly go over the subject matter again (sometimes with a different approach) so that you will understand and be able to perform without any issues. Take plenty of notes and organize them for future use.

In this training guide, you may find three visual styles to draw attention to specific information:



Contains the name and page number of the "Warrant Teletype Unit Manual" booklet that will provide additional information about a specific subject.



Contains the definition or information on specific highlighted word(s) found on the same page.



Contains a warning that should not be ignored.

This training guide was created by Edwin Espinoza. Future revisions will be done as needed.

Objectives

The Training Unit Guide is divided into three sections.

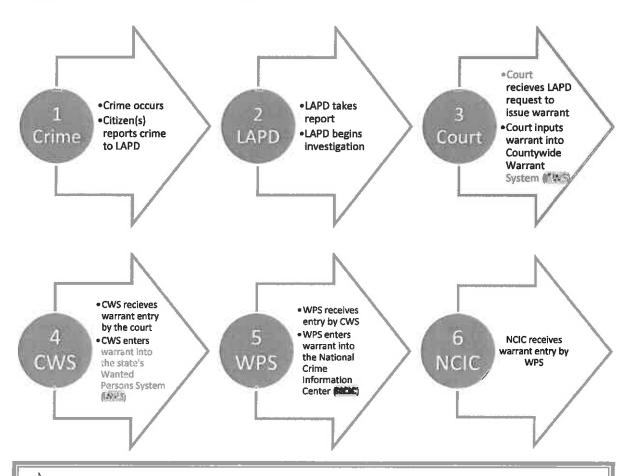
- > Introduction
- Basic Teletype Duties
- ➤ Basic Phone calls

After completing the above sections, you will be given an "open-book" quiz to ensure that you are ready to proceed to the next phase of your training. Once fully trained with subject matter covered in this guide, you will be able to do the following objectives while working in WTU:

- > Recognize and access the different computer systems and databases.
- > Provide LAPD warrant information to authorized law enforcement personnel.
- > Relay all teletype communications to the appropriate internal and external entities.

Warrant Overview

Before we can discuss the duties and functions of the Warrant Teletype Unit, you must first understand the process of how a warrant is created and what happens to a warrant. See diagrams below:



W What is CWS?

CWS represents the Los Angeles Countywide Warrant System. The system was implemented in 1988. CWS contains all warrants issued by LA Superior Courts and all temporary warrants issued by individual law enforcement agencies located within the county. Los Angeles County Sheriff's Department (LASD) was appointed as the system proprietor and thus maintains and manages CWS.

What is WPS?

WPS represents the Wanted Person System. It is a state database pertaining to fugitives and warrants.

What is NCIC?

NCIC represents the National Crime Information Center. This is a Federal system which controls access to law enforcement data in Federal data bases.

WTU Overview

Abstracts are received by the law enforcement agency as a teletype. Teletypes are an integral function of WTU. Teletypes received at WTU must be routed accordingly to the different LAPD divisions for proper handling. Those teletypes not routed are personally processed within WTU.

What is a warrant?

An arrest warrant is a warrant issued by a Judge on behalf of the state, which authorizes the arrest and detention of an individual, or the search and seizure of one's property.

What is a teletype?

A teletype is a printed message sent by law enforcement agencies containing confidential information. It's how law enforcement agencies communicate and share information. A teletype can be sent to one destination or multiple destinations at the same time.

🛱 What is a WIS?

WIS represents Warrant Information Sheet. A WIS contains warrant information about a subject.

What is an abstract?

A booking abstract is documentation received via teletype that gives information about a warrant and authorizes an agency to book subject into custody.

What is booking?

Booking is the way in which law enforcement creates an official arrest record. The process generally involves photographing ("mug shot"), fingerprinting, and otherwise recording identifying data from the subject.

WTU also receives from the Los Angeles Superior Courts for entry into the California Restraining and Protective Order System (System). Restraining orders require a Division of Record (DR) number for entry. If none are shown on the restraining order, it has to be given to the Specialized Reports Distribution Unit (SRDU) for processing. Once a DR number is given, the restraining order is sent back to WTU for entry into CARPOS.

What is a restraining order?

A restraining order (also called a "protective order") is a court order that can protect someone from being physically or sexually abused, threatened, stalked, or harassed. The person getting the restraining order is called the "protected person." The person the restraining order is against is the "restrained person."

What is CARPOS?

CARPOS represents the California Restraining and Protective Order System. CARPOS is a state system database that is managed by the Department of Justice.

Basic Teletype Duties

JDIZ Printer ("County" Printer)

WTU receives teletypes on this printer from law enforcement agencies within Los Angeles County. When we receive teletypes on this printer, the agencies are mostly using the J/XLOC, which will send messages to all agencies within Los Angeles County. These messages are typically (APB's) or more commonly known as "Broadcast" messages. When these messages are received on the JDIZ printer, they are routed by WTU employees to the G/GLOX will send a message to the LAPD printers located at Communications Division, Valley Communications, and to all geographic Division's record units at the same time. Each division will take action accordingly once the teletype is received on their printer. Please note that a few messages received on the JDIZ printer may not be a Broadcast message and may be addressed to a specific LAPD employee, division or jail. In this case, the teletype may be routed accordingly by using the mnemonic listed on the

♥ WTU Manual Page 22

W What is a Mnemonic?

The Mnemonic is the computer address of a particular terminal within California.

What are All Point

Bulletins (APB's)?

APB's are administrative messages that are distributed to all law enforcement agencies in California.

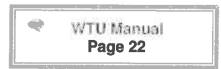
What is NECS?

NECS represents Network Communications System. NECS is a message switching computer which controls access to LAPD's various databases and it enables any terminal within the Department to access virtually all local, County, State, and Federal databases.

Quick Reference guide found at your cubicle. The JDIZ printer is assigned a mnemonic that can only be used within LAPD. If for example, Southeast Records wanted to send a message to WTU at this printer, they would use JDIZ. These "in-house" mnemonics are called NECS mnemonics. Outside agencies would not be able to use JDIZ as a destination because they do not have access to NECS.

WSSP Printer ("Shred" Printer)

Teletypes received on this printer are generated when an LAPD warrant is entered into CWS or when the subject of a warrant has been arrested and booked. Most of these teletypes are shredded. The only ones to keep an eye out for are warrants (except warrant numbers that begin with JUV). These particular teletypes will be



What is felony?
An offense, as murder or burglary, of graver character than those called misdemeanors, especially those commonly punished in the U.S. by imprisonment for more than a year.

placed in the Fugitive's in-tray instead of shredding them. Please note that in order to do our part in saving trees (and to save the City some money), WTU employees will have to make sure both sides of the teletype have been used before shredding. If the backside hasn't been used, the teletype is placed back into the printer tray (printed side face up).

TTYP Printer ("Out-of-State" Printer)

WTU Manual Page 21

WTU receives teletypes on this printer from law enforcement agencies outside of California and outgoing messages from LAPD divisions. One of the most common teletypes received are "Ten Print Inquiry Notification" teletypes. These

are generated whenever fingerprints are submitted to the FBI's Integrated Automated Fingerprint Identification System ().

Every arrestee throughout the nation gets their fingerprints submitted to this system. If a match occurs with an existing warrant in NCIC, both the agency that submitted the fingerprints and the

What is IAFIS?
IAFIS represents Integrated
Automated Fingerprint
Identification System. This is a
national automated fingerprint
identification and criminal
history system maintained by
the Federal Bureau of
Investigation (FBI).

agency that has the outstanding warrant in NCIC will be notified with a "Ten Print Inquiry Notification" teletype. When WTU receives these teletypes, we route them accordingly to the area division, missing persons unit, or fugitives section.

on the TTYP printer. WTU will have either 10 minutes to respond or one hour depending on the teletype. Failure to meet the time limit will cause the agency to send a second request and cause Department of Justice (DOJ) to contact WTU by phone. DOJ will verify that WTU has received the hit confirmation and that a response is being worked on.

₩ What is a Hit Confirmation Request?

A Hit Confirmation Request is a teletype message from an outside agency attempting to confirm whether or not an LAPD entry (wanted person, stolen gun, stolen vehicle, etc.) is still active. If hit confirmation request is on a wanted person, agency will want to know if LAPD will extradite from the state where the subject was arrested.

Outgoing messages (from LAPD employees) sent to outside agencies will show up on this printer as a copy for LAPD to keep. WTU employees will simply initial these teletype copies and file accordingly. There is no need to route these particular teletypes to any mnemonic.

LOPZ Printer ("State" Printer)

♥ WTU Manual Page 13

WTU receives a majority of teletypes on this printer from law enforcement agencies within California. However, some teletypes will be from out of state agencies. Due to the various types of in-state teletypes received on LOPZ, this printer is reserved as the last printer to be trained on.

enforcement agencies will be using this destination code to send messages to LAPD. Sometimes agencies will be using a mnemonic that send messages to multiple agencies at once. Some of the group codes used that are received on LOPZ printer are "1500" (for Los Angeles area), "3200" (for all agencies within the state), and "4500" (also for all agencies within the state but for specific emergencies only).

What is CLETS? CLETS represents California Law Enforcement Telecommunications Systems. CLETS is a high-speed message switching system which accesses various databases and allows law enforcement and criminal justice agencies to directly interface with Oregon and Nevada. An agency can also transmit a free text message to another agency within California or via NLETS to another state or Canada. Access to CLETS is via NECS.

Basic Phone Calls

Rules

There are a variety of phone calls received in WTU. Here are some important rules to keep in mind:

- ➤ WTU employees are not authorized to give out warrant information to the general public. Any civilian requesting warrant information should be directed to visit the nearest police station or to contact LA County Superior Court at (213) 974-6141.
- > Outside law enforcement agencies (with the exception of the LA County Courts) must provide an Originating Agency Identifier (number for verification when requesting warrant checks or information.
- ➤ Requests by outside law enforcement agencies for faxing of warrants, restraining orders, or any LAPD records must be approved by a supervisor. If immediate supervisor is not available, contact the watch commander.
- Occasionally, you may find the need to transfer callers (outside law enforcement agencies) to RACR. Remember; <u>never</u> give out their phone number.



What is an ORI?
ORI represents Originating
Agency Identifier. ORI is a
number assigned by the FBI to
identify users of the computer
systems.
For example: CA0194276

- represent the state (California)
- represent the county (Los Angeles)
- represent the agency (LAPD)
- represent the division of the agency (R&I)





Warrant Check (California calls)



To conduct a warrant check, you have three options in order to go to the CHK format screen ("Warrant Check" screen):

- > Hit the PF 17 key (most popular choice),
- > Hit shift key and F5 key at the same time, or
- > Type **CHK** and hit the enter key.

```
*********************************
              Network Communication System - NECS Version Y2K
                    PRODUCTÍON REGION **
    ENTER TRANSACTION CODE OR DEPRESS PF KEY: .
PF1
     PROGRAMMABLE
PF2
     PROGRAMMABLE
                                             ERASE LOWER HALF OF SCREEN
                                       PF14
PF3
     PROGRAMMABLE
                                       PF15
                                             DISPLAY WAITING MESSAGE
PF4
     AFI - FIELD INTERVIEW SYSTEM
                                       PF16
                                             VEH - VEHICLE INQUIRY
                                       PF18 ANI - AUTOMATED NAME INDEX
PF5
     AKA/INVESTIGATION INFO - INQUIRY
     CLETS - CLETS FREE FORM INQUIRY
PF6
     QH - CRIMINAL HISTORY INQUIRY
                                       PF19
                                             DISPLAY PREVIOUS PAGE
PF7
PF8
     QA - AUTOMATED PROPERTY INQUIRY
                                       PF20
                                             DISPLAY NEXT PAGE
PF9
     QG - AUTOMATED FIREARM INQUIRY
                                       PF21
                                             PROGRAMMABLE
PF10
     DLF - DRIVERS LICENSE INQUIRY
                                       PF22
                                             PACMIS FAMILY MENU
     RECALL LAST FOUR MESSAGES
PF11
                                       PF23
                                             PACMIS NEXT SCREEN FORMAT
                                             PACMIS FAMILY RECALL (PFIT)
     ADMIN1 - LONG ADMINISTRATIVE MESSAGE PF24
                               RETURN TO THIS SCREEN
                   CLEAR KEY --
**********
                                                   ********
SCREEN FORMATTED
                                        05/18/2012
                                                   19:21 NO MSGS WAITING
```

Once you arrive at the CHK format screen, there are two mandatory fields:

СНК	WANT/WARRANT NAME	AND NUMBER	СНК	
REQD BY: \$	意 SER ^自 、 海 DOJ _	E CA019	ACTION S	ROUTE TO
LAST				
SEX _ DESC _ HAIR .	EYES HGT	WGT	DOB	AGE
SEX _ DESC _ HAIR . (*) NUMBER SEARCHES	(USE ALONE OR AS A	DDITIONAL PE	RSON DESCR	IPTORS):
OP LIC	CII#	MAIN#	AKA	_ BKG#
VEH: LIC#	VIN#		SVS _	
(*) CWS ADDRESS SEA	RCH (USE ALONE OR A	S ADDITIONAL	PERSON DE	SCRIPTORS):
ADD ST _				

Warrant check searches may be made by using:

- > Subject's ADDRESS,
- > Subject's NUMBER OP LIC, CII#, MAIN#, VEH LIC#, or
- > Subject's NAME, SEX, and DOB or AGE.

STEP 1A Address Search (CHK Format)

CI	IK WANT/WARRANT NAME AND NUMBER CHK
	REQD BY: SER SER CA019 ACTION S ROUTE TO
	LAST FIRST MIDDLE SEX _ DESC _ HAIR EYES HGT WGT DOB AGE
	SEX _ DESC _ HAIR EYES HGT WGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS):
	OP LIC CII# MAIN# AKA _ BKG# VEH: LIC# VIN# SVS
	VEH: LIC# VIN# SVS _
	(*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS); ADD ST
	S*CA0123456*V8210*CA0194276**FLORES************************************
	WARRANT SUMMARY HITS: 001 FEL: 001 MIS: 000 OTH: 000 HZD: EXON: 00
	N
6	M H 505 130 BLK BRO XCN3 011111 \$50000 € 57 € 7 € 9 € WARR# XCNBA30010401 ® OLN CA
	REC TYPE W WARR LVL F @ 288(A)/PC F 290(B)/PC F
0	VLN ORI 11
	OUTPUT MSG 078, PAGE 01 OF 01, FROM CWS# 05/18/2012 19:24 NO MSGS WAITING

- Subject's name
- CWS Response
- Descriptors of subject (sex, race, date of birth, height, weight, hair color, and eye color)
- 6 Court code
- 4 Date of issuance
- Bail amount
- 6 Subject's address
- Warrant number
- Oriver's license
- First charge followed by type of charge (F = felony, M = misdemeanor, I = infraction)
- O Vehicle license plate number
- **00** ORI number of filing agency

STEP 1B Number Search (CHK Format)

CHK WANT/WARRANT NAM	ME AND NUMBER CHK
(*) NAME SEARCH : DOJ _	A019 ACTION S ROUTE TO
LAST FIRST HOW FIRST	S ADDITIONAL PERSON DESCRIPTORS).
VEH: LIC# VIN# VIN# (*) CWS ADDRESS SEARCH (USE ALONE OF ADD ST	MAIN# AKA _ BKG# SVS SVS R AS ADDITIONAL PERSON DESCRIPTORS):
	*M****000*000*
	MIS: 000 OTH: 000 HZD: EXON: 00
O LOS ANGELE CA	\$ 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
REC TYPE W WARR LVL F @ 288(A)/PC	F 290(B)/PC F
OUTPUT MSG 078, PAGE 01 OF 01, FROM C	WS# 05/18/2012 19;24 NO MSGS WAITING

- Subject's name
- CWS Response
- Descriptors of subject (sex, race, date of birth, height, weight, hair color, and eye color)
- 6 Court code
- Date of issuance
- Bail amount
- Subject's address
- Warrant number
- Oriver's license
- First charge followed by type of charge (F = felony, M = misdemeanor, I = infraction)
- Wehicle license plate number
- ORI number of filing agency

STEP 1C Name Search (CHK Format)



CHK WANT/WARRANT NAME AND NUMBER CHK
REQD BY: SER SER CA019 ACTION S ROUTE TO
LAST MIDDLE MIDDLE
SEX DESC _ HAIR EYES HGT WGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS):
OP LIC CII# MAIN# AKA _ BKG# VEH: LIC# VIN# SVS _
(*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS):
ADD ST TYP APT CITY
5*CA0123456*V8210*CA0194276************************************
WARRANT SUMMARY HITS: 001 FEL: 001 MIS: 000 OTH: 000 HZD: EXON: 00
N
9 452 W 76TH LOS ANGELE CA 9 WARR# XCNBA30010401 9 OLN CA REC TYPE W WARR LVL F 9 288(A)/PC F 290(B)/PC F
D VLN ORI 11
OUTPUT MSG 079, PAGE 01 OF 01, FROM CWS# 05/18/2012 19:28 NO MSGS WAITING

- Subject's name
- CWS Response
- 2 Descriptors of subject (sex, race, date of birth, height, weight, hair color, and eye color)
- Court code
- Date of issuance
- 6 Bail amount
- Subject's address
- Warrant number
- 8 Driver's license
- First charge followed by type of charge (F = felony, M = misdemeanor, I = infraction)
- Wehicle license plate number
- **OB** ORI number of filing agency

A "name search" is the most common type used in WTU. The response will come from CWS. The "within the message will either match the name and date of birth exactly or come close to it. Exact matches, if any, will always be at the top of the message. A message can have multiple pages. To scroll to the next page of a message, hit PF 20.

What is a hit?

A hit is a particular piece of information contained within a message as a result of an inquiry made in NECS. The word "hit" is commonly used after conducting a warrant check. Exact matches to the inquiry are considered "positive hits" whereas non-matches are considered "negative hits" or "no hits."

As you can see in the example in STEP 1C on the previous page, there is an exact hit on the name and date of birth. Whenever an exact hit is shown, it signifies that the subject has an active warrant. The next step is to look at the ORI number to see if it belongs to LAPD. If it begins with CA01942, then it is an LAPD warrant. The last two digits correspond to the division assigned to the warrant (see definition and example of an LAPD ORI on page 10).

Before proceeding to the next step, it is suggested at this point to write down the caller's ORI number, warrant number of the exact hit, charge code, charge type, and bail amount for future reference. See next page for next step.

STEP 2

At this point, for the example shown on page 14, inform the caller the following:

- ➤ LAPD holds a felony warrant for 288(A)/PC.
- ➤ The warrant is for \$50,000 bail.

Note for outside law enforcement agencies calling from within California:

- > LAPD will "pick up" (or extradite) on all felony warrants within California.
- ▶ If it is a misdemeanor or infraction warrant, the bail amount has to be over \$25,001 or no bail for LAPD to extradite. If \$25,001 or less, you may advise the agency that the warrant is citable. Note: If there are multiple misdemeanor or infraction warrants where the combined total reaches above \$25,001, then LAPD will extradite.

Background information on the "over \$25,001 bail" rule - LA County Sheriff's Department (LASD) picks up all arrested subjects on LAPD's behalf throughout California. They implemented the above rule on October 11, 2010.

The next step is to send the caller a WIS. See next page.

STEP 3A Warrant Information Sheet (WIS)

Agencies will now be requesting the abstract, but a warrant information sheet must be sent first. Use the CHK2 (PF5) format to send the WIS. Obtain



the CLETS mnemonic for the destination and fill out the fields as shown below:

СНК2	AKA/INVESTIGATION INFO INQUIRY
REQD BY: (*) WIS NAM (SER CA019 WARR# ROUTE TO PRINTER CADE
(*) RELEASE WIS	? _
(*) WARRANT DET	AIL INFO _
(*) AKA INQUIRY	_ AKA#
(*) INV INFO INC *INFO* WARR #XC	QUIRY _ START DATE TIME ROUTE TO PRINTER NBA30010401-WIS SUCCESSFUL
	Good Response

The above response shows that the WIS was successfully sent. Inform the caller that you have sent the WIS and to review the information and make sure the information matches the subject in their custody. If the agency states that the printer is not near the caller, they will have to call back. When the agency states that they received the WIS and it matches their subject, go ahead and release the WIS.

STEP 3B

СНК2	AKA/INVESTIGATION INFO INQUIRY
REQD BY: CA0123456_ (*) WIS _ NAM CHK !	SER V8210 CA019 WARR# XCNBA30010401 FLORE ROUTE TO PRINTER VAMO C
(*) RELEASE WIS?	
(*) WARRANT DETAIL	INFO
(*) AKA INQUIRY _ A	AKA#
(*) INV INFO INQUIRY *INFO* WARR #XCNBA30	/ START DATE TIME ROUTE TO PRINTER 0010401-SUCCESSFUL ADD/CHG

Good Response

STEP 4A

Abstract



You must release the WIS before an abstract can be sent. Clear your screen, type OCB, and hit enter. This will take you to the "Out of County Booking" screen. Fill out format as shown below:

OCB	0	UT OF COUNTY BOOKING	
		R ORI CA019 OPR	ROUTE TO VANORCOME
WARRANT NUM	NCHK	WARRANT NUM NCHK	WARRANT NUM NCHK

Since the example we are using is a felony warrant, you will have to ask additional questions before you can send the abstract to them. You will need to ask them questions from the WTU Felony Warrant Form that is on your computer desktop. Once you get your answers, you may then send out the abstract.

STEP 4B

After sending abstract, do the following:

- a) Fill out log in the notebook found near TTYP printer.
- b) Send a WIS to a printer near you (if you don't already have a WIS).
- c) Attach Felony form (on felony warrants only) to WIS and place in Fugitives red tray by copy machine.

CALIFORNIA CALLS QUICK SUMMARY

Fill out fields as shown below:

HK WANT/WARRANT NAME AND NUMBER CHK
EQD BY:
ARRANT SUMMARY HITS: 001 FEL: 001 MIS; 000 OTH: 000 HZD; EXON: 00
M H 50000 LOS ANGELE CA WARR# XCNBA30010401 OLN EC TYPE W WARR LVL F 288(A)/PC F ORI
UTPUT MSG 079, PAGE 01 OF 01, FROM CWS# 05/18/2012 19:28 NO MSGS WAITING

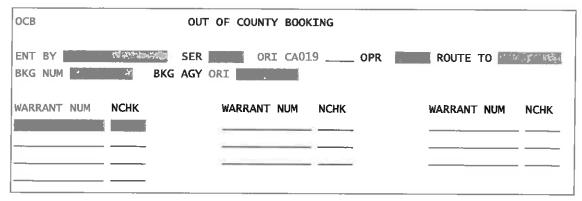
If CWS response has an exact match with name and date of birth, look at the ORI to determine if the hit you received is an LAPD warrant. Now you are ready to send the WIS, as shown below:

CHK2	AKA/INVESTIGATION INFO INQUIRY
REQD BY: NAM CHK	SER CA019 WARR# ROUTE TO PRINTER
(*) RELEASE WIS? _	
(*) WARRANT DETAIL IN	IFO
(*) AKA INQUIRY _ AK	'A#
(*) INV INFO INQUIRY *INFO* WARR #XCNBA300	START DATE TIME ROUTE TO PRINTER 10401-WIS SUCCESSFUL

Release the WIS:

CHKZ
REQD BY: CA0123456 SER V8210 CA019 WARR# XCNBA30010401 (*) WIS _ NAM CHK FLORE ROUTE TO PRINTER LOPZ N
(*) RELEASE WIS?
(*) WARRANT DETAIL INFO _
(*) AKA INQUIRY _ AKA#
(*) INV INFO INQUIRY _ START DATE TIME ROUTE TO PRINTER *INFO* WARR #XCNBA30010401-SUCCESSFUL ADD/CHG

Next step is to send the abstract:



Fill out fields as shown above. If there is a felony warrant, don't forget to ask additional questions from the Felony Form found on your computer desktop.

After sending abstract, do the following:

- d) Fill out log in the notebook found near TTYP printer.
- e) Send a WIS to a printer near you (if you don't already have a WIS).
- f) Attach Felony form (on felony warrants only) to WIS and place in Fugitives red tray by copy machine.



Warrant Check (Outside CA Calls)

Place an "X" in the DOJ field.

CHK WANT/WARRANT NAME AND NUMBER CHK
REQD BY: SER CA019 ACTION S ROUTE TO (*) NAME SEARCH: DOJ LAST FIRST MIDDLE SEX DESC HAIR EYES HGT WGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): OP LIC CII# MAIN# AKA BKG# VEH: LIC# VIN# SVS (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): ADD ST TYP APT CITY
S*CA0123456* **CA0194276**FLORES* ****000*000** WARRANT SUMMARY HITS: 001 FEL: 001 MIS: 000 OTH: 000 HZD: EXON: 00 N
OUTPUT MSG 079, PAGE 01 OF 01, FROM CWS# 05/18/2012 19:28 % %

- Subject's name
- CWS Response
- Descriptors of subject (sex, race, date of birth, height, weight, hair color, and eye color)
- Court code
- O Date of issuance
- Bail amount
- 6 Subject's address
- Warrant number
- Opriver's license
- First charge followed by type of charge (F = felony, M = misdemeanor,I = infraction)
- Vehicle license plate number
- **10** ORI number of the filing agency

There will be 5 more messages waiting. Go through each message until you get to the "IW" message.

Outside California Calls Messages (CHK Format)

CHK WANT/WARRANT NAME AND NUMBER CHK
REQD BY: CA0123456 SER V8210 CA019 ACTION S ROUTE TO
LAST FIRST MIDDLE SEX M DESC _ HAIR EYES HGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): OP LIC CII# MAIN# AKA _ BKG# VEH: LIC# VIN# SVS (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS):
ADD ST TYP APT CITY S*CA0123456************************************
N
OUTPUT MSG 079, PAGE 01 OF 01, FROM CWS# 05/18/2012 19:28 05 MSGS WAITING

The message above is from CWS. Any warrant(s) shown in CWS are active; however, the warrant(s) must match exactly by name and DOB to be a positive hit.

CHK WANT/WARRANT NAME AND NUMB	ER CHK
REQD BY: CA0123456 SER V8210 CA019 A(*) NAME SEARCH : DOJ X LAST FIRST MIDDL SEX M DESC _ HAIR EYES HGT WGT (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL OP LIC CII# MAIN# VEH: LIC# VIN# (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL ADD ST TYP APT	DOB AGE L PERSON DESCRIPTORS): AKA _ BKG# DNAL PERSON DESCRIPTORS):
IM MPS INQUIRY MISSING PERSON DATE:2012-05-18 TIME:19:28:48 RE:QM.CA0194276. *** NO MATCH ON NAM FIELD *** *** CHECKING NCIC *** ********************************	
OUTPUT MSG 080, PAGE 01 OF 01, FROM 05/	/18/2012 19:28 04 MSGS WAITING

The IM message above is from the State's Missing Persons System (MPS).

CHK WANT/WARRANT NAME AND NUMBER CHK
REQD BY: CA0123456 SER V8210 CA019 ACTION S ROUTE TO (*) NAME SEARCH: DOJ X LAST FIRST MIDDLE SEX M DESC _ HAIR EYES HGT WGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): OP LIC CII# MAIN# AKA BKG# VEH: LIC# VIN# SVS (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): ADD ST TYP APT CITY
IJ 1L01 CA0194276 ***MESSAGE KEY QWA SEARCHES ALL NCIC PERSONS FILES WITHOUT LIMITATIONS. MKE/WANTED PERSON EXL/1 - FULL EXTRADITION UNLESS OTHERWISE NOTED IN THE MIS FIELD ORI/MI370015J NAM/ DOB/MINION HGT/601 WGT/180 EYE/BRO HAI/BLK FBI/838539FC4 OLN/F462098585482 OLS/MI OLY/2007 OFF/FAILURE TO APPEAR - SEE MIS OOC/LIQUOR - POSSESS
OUTPUT MSG 081, PAGE 01 OF 06, FROM 05/18/2012 19:29 03 MSGS WAITING

The IJ message above is from NCIC.

REQD BY: CA0123456 SER V8210 CA019 ACTION S ROUTE TO
(*) NAME SEARCH : DOJ X
LAST FIRST MIDDLE SEX M DESC HAIR EYES HGT WGT DOB AGE
(*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): OP LIC CII# MAIN# AKA _ BKG#
VEH: LIC# VIN# SVS (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS):
ADD ST TYP APT CITY
CA0194276 RE: QW.CA0194276.NAM/FLORES,JOSE M
MATCH MADE ON NAM/
NAME FIELD SEARCH REVEALS:
HIT MADE ON NAM/
ORI/CA0194221 FCN/2741101200802 NIC/W741985087
NAM/ 41985087
NAM/ DOW/FEL ENT/2
OFF/3699 SEX OFFENSE LEWD ACTS WITH CHILD OUTPUT MSG 082, FROM 05/18/2012 19:29 02 MSGS WAITING

The IW message above is from WPS. Warrants shown in the IW message will identify the filing agency either by ORI or FCN number. Also shows extradition information on the MIS field (see next page).

(Page 1)

	CHK WANT/WARRANT NAME AND NUMBER CHK	
•	REQD BY: CA0123456 SER V8210 CA019 ACTION S ROUTE TO (*) NAME SEARCH: DOJ X LAST FIRST MIDDLE SEX M DESC _ HAIR EYES HGT WGT DOB AGE (*) NUMBER SEARCHES (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): OP LIC CII# MAIN# AKA BKG# VEH: LIC# VIN# SVS (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADDITIONAL PERSON DESCRIPTORS): ADD ST TYP APT CITY	
Page 2)	ADD ST TYP APT CITY BAIL/50,000 OCA/051236454 SUBJECT MAY BE SAME AS CII/ NOA/N EXL/1 FULL EXTRADITION UNLESS STATED IN THE MIS FIELD IMMEDIATELY CONFIRM WITH CA0194221 LAPD -OPERATIONS SOUTH MNE/LOPO TELEPHONE 213 485-4251 IF NO ANSWER CALL TELEPHONE 213 486-8260 WPS HIT # 002 HIT MADE ON AKA/ ORI/CA0410000 FCN/4861016601415 NAM/ MH 507 160 BLK BLK DOW/20100614 WNO/SM359923A TOW/MISD ENT/1 OUTPUT MSG 088, FROM 05/18/2012 19:31 02 MSGS WAITING	

The message above is the 2nd page of the IW message and is showing extradition information on the MIS field.



If REF & MIS field shows that WTU made the "NOEX" entry, then tell the caller "LAPD extradite." (Example: REF/SMITH 32456 SOE MIS/NOEX OUTSIDE CA)

If REF & MIS field shows that WTU made the "Extradition Approved" entry, then tell the caller that "LAPD " extradite."

(Example: REF/SMITH 32456 SOE MIS/WTD MURDER,NO BAIL,24HR WRT VERIF 213-486-8260,EXTRADITION APPROVED)

If REF or MIS field does not show any indication that WTU entered any extradition info, then contact with fugitives section or RACR must be made.

(For the example above at the top of the page, the NOEX message was not entered by WTU.)

				
СНК	WANT/WARRANT NA	ME AND NUMBER	СНК	
REQD BY: CA0123456_ (*) NAME SEARCH: LAST SEX M DESC _ HAIR (*) NUMBER SEARCHE: OP LIC VEH: LIC# (*) CWS ADDRESS SEA	DOJ X _ FIRST HEAD _ EYES _ H S (USE ALONE OR A CII# _ VIN# _ VIN# ARCH (USE ALONE O	MIDDLE GT WGT S ADDITIONAL PER MAIN# R AS ADDITIONAL	DOB RSON DESCRIPTO AKA _ SVS _ PERSON DESCRI	AGE RS): BKG# PTORS):
IJ 1L01 CA0194276 ***MESSAGE KEY QWA S MKE/WANTED PERSON EXL/1 ~ FULL EXTRAD: ORI/MI370015J NAM/ DOB/ S85482 OI OFF/FAILURE TO APPE/ OOC/LIQUOR - POSSESS OUTPUT MSG 083, PAGE	SEARCHES ALL NCIC ITION UNLESS OTHE LWGT/180 EYE/BRO LS/MI OLY/2007 AR - SEE MIS	PERSONS FILES W RWISE NOTED IN T SEX/M RAC/ HAI/BLK FBI/	VITHOUT LIMITA THE MIS FIELD W	TIONS.

The IJ message above is from NCIC.

CHK WANT/WARRANT NAME AND	NUMBER CHK
REQD BY: CA0123456 SER V8210 CA019 _ (*) NAME SEARCH : DOJ X LAST FIRST SEX M DESC _ HAIR EYES HGT (*) NUMBER SEARCHES (USE ALONE OR AS ADD: OP LIC CII# VEH: LIC# VIN# (*) CWS ADDRESS SEARCH (USE ALONE OR AS ADD: ADD ST TYP	MIDDLE DOB AGE TIONAL PERSON DESCRIPTORS); MAIN# SVS ADDITIONAL PERSON DESCRIPTORS);
IB 8AYX.CA0194200 RE: QRR.CA0194200.NAM/	SEX/M.DOB/
NAM/ NAME FIELD SEARCH REVEALS: CARPOS HIT # 001 HIT MADE ON	
NAM/ FCN/F081013800275 ORI/CA030023J OUTPUT MSG 084, PAGE 01 OF 37, FROM	05/18/2012 19:30 NO MSGS WAITING

The IB message above is from CARPOS.

AKA Inquiry

CHK2 AKA/INVESTIGATION INFO INQUIRY
REQD BY: SER CA019 WARR# (*) WIS _ NAM CHK ROUTE TO PRINTER
(*) RELEASE WIS? _
(*) WARRANT DETAIL INFO _
(*) AKA INQUIRY AKA#
(*) INV INFO INQUIRY _ START DATE TIME ROUTE TO PRINTER
NAME SEX M DSCNT B HAIR BLK EYES BRO HGT 602 WGT 160 D.O.B.
HOME/BUSINESS ADDRESS ST LOS ANGELES CA (000) 0000000 (000) 0000000
FBI OLN MAIN 32920726 CII 1 SSN 0000000000 MAIN 32920726 CII
VEHICLE VLN YEAR 00 MAKE MODEL STYLE COLOR VIN LIC TYP LIC YR
OUTPUT MSG 108, , FROM CWS# 05/18/2012 19:43 NO MSGS WAITING

First page will contain the usual type of warrant information seen when viewing warrant detail info. Hit PF20 to view second page.

CHK2 AKA/INVESTIGATION INFO INQUIRY
REQD BY: CA0123456 SER V8210 CA019 WARR# XCNBA36595601 (*) WIS _ NAM CHK ROUTE TO PRINTER
(*) RELEASE WIS? _
(*) WARRANT DETAIL INFO
(*) AKA INQUIRY X AKA#
(*) INV INFO INQUIRY _ START DATE TIME ROUTE TO PRINTER NAME REMARKS 4221 OFFICER HAZARDS AKA LIST
AKA NAME SEX DSCNT HAIR EYES HGT WGT D.O.B. M B BLK BRO 602 160
OUTPUT MSG 108, 2018 FROM CWS# 05/18/2012 19:43 NO MSGS WAITING

The second page will contain all the aliases on the warrant. To see third page, hit PF 20 again.

CHK2 AKA/INVESTIGATION INFO INQUIRY
REQD BY: CA0123456 SER CA019 WARR# XCNBA36595601 (*) WIS _ NAM CHK ROUTE TO PRINTER
(*) RELEASE WIS? _
(*) WARRANT DETAIL INFO _
(*) AKA INQUIRY X AKA#
(*) INV INFO INQUIRY _ START DATE TIME ROUTE TO PRINTER *INFO* WARR # XCNBA36595601 - NO FURTHER AKAS FOUND FOR THIS WARRANT
OUTPUT MSG 108, ROM CWS# 05/18/2012 19:44 NO MSGS WAITING

For the above example, there is nothing more to see on the third page.

Investigative Info Inquiry

CHK2 AKA/INVESTIGATION INFO INQUIRY
REQD BY: SER CA019 WARR# (*) WIS _ NAM CHK ROUTE TO PRINTER
(*) RELEASE WIS? _
(*) WARRANT DETAIL INFO _
(*) AKA INQUIRY _ AKA#
(*) INV INFO INQUIRY START DATE TIME ROUTE TO PRINTER
NAME SEX M DSCNT H HAIR BRO EYES GRN HGT 506 WGT 180 D.O.B. PHONE (000) 00000000 (000) 00000000
FBI 349887NA7 OLN MAIN 00000000 CII SSN INFORMANTS NAME DT 02/03/12 TIME 11:00 AGY CODE CA0194233 OFF ID WATSON 22531 ASGN UNIT FUG ATTEMPT TYPE MISC RESULT NEW PHONE (000) 0000000 NEW ADDRESS
OUTPUT MSG 123, 7, FROM CWS# 05/18/2012 19:52 NO MSGS WAITING

These types of inquiries can be useful at times for reference only. Detectives will occasionally place extradition information here. Please note that if you do see an entry where extradition was denied, it doesn't necessarily mean it will be denied again. Any extradition info you find here, you can give to Fugitives or RACR when calling them about extradition on a warrant. Hit PF 20 to see next page.

CHK2 AK	A/INVESTIGATION INFO INQUIRY		
REQD BY: CA0123456	SER CA019 WARR# LAXSA06270101 ROUTE TO PRINTER		
(*) RELEASE WIS? _			
(*) WARRANT DETAIL INFO	_		
(*) AKA INQUIRY _ AKA#	_		
(*) INV INFO INQUIRY N START DATE TIME ROUTE TO PRINTER REMARKS CHK'D SUSP'S FBI/CII/CAL OP LIC NO NO NEW INFO - WAR. IS IN NCIC - NO NEW INFO. SUSP POSS STILL IN MEXICO			
NEW ADDRESS	DT 03/04/09 TIME 14:34 ID GALLI 26559 ASGN UNIT FUG RESULT NEW PHONE (000) 0000000 TER CHECKS, NO NEW INFO FOUND, WARRANT STILL		
	0101 - INQUIRY SUCCESSFUL 05/18/2012 19:52 NO MSGS WAITING		

WARRANT CHECK EXCERCISE (CA CALLS)

Conduct a warrant check on all of the subjects listed on this page. Use ORI number "CA0123456." Provide the required information for each subject.

		Check bo	ox if "No Hit."
Warrant number		Charge	Charge Type
Bail	LAPD will pick-up (ext		swer below: s - No
2)		Check bo	x if "No Hit."
Warrant number		Charge	Charge Type
Bail	LAPD will pick-up (ext		swer below: s - No
3) িউন্টোল		Page Ches	eck box if "No Hit."
Warrant number		Charge	Charge Type
Warrant number		Charge	Charge Type
Total Bail?	LAPD will pick-up		answer below:
4)	CONCOME TO THE	C	heck box if "No Hit." 🗖
Warrant number		Charge	Charge Type
Warrant number		Charge	Charge Type
Total Bail?	LAPD will pick-up		answer below: - No
5)		Check box	k if "No Hit."
Warrant number		Charge	Charge Type
Bail LAI	PD will pick-up (extradi	•	er below: - No

WARRANT CHECK EXCERCISE (OUTSIDE CA)

Conduct a warrant check on all of the subjects listed on this page. Use ORI number "NY0123456." Provide the required information for each subject.

	Chec	ck box if "No Hit."
Warrant number	Charge	Charge Type
Bail Amount?	LAPD will extradite? Circle Yes - No	answer below: - Contact FWS or RACR
2)	Province and the second	Check box if "No Hit."
Warrant number	Charge	Charge Type
Warrant number	Charge	Charge Type
Bail Amount(s)?	LAPD will extradite? Circle Yes - No	answer below: - Contact FWS or RACR
3)	Chec	k box if "No Hit."
Warrant number	Charge	Charge Type
Warrant number	Charge	Charge Type
Bail Amount(s)?	LAPD will extradite? Circle Yes - No -	answer below: - Contact FWS or RACR
4)		Check box if "No Hit."
Warrant number	Charge	Charge Type
Bail Amount?	LAPD will extradite? Circle a Yes - No -	answer below: Contact FWS or RACR
5)		Check box if "No Hit."
Warrant number	Charge	Charge Type
Bail Amount?	LAPD will extradite? Circle a	answer below:

"The Basics" Quiz

QUIZ RULES: This is an "open book" quiz. You may use this guide, the WTU manual, or your notes to assist you in completing the quiz. The quiz will not be graded and is just another part of the training process. Once you are done with the quiz, you may turn to page 41 for the answers. Your trainer will review any questions you have afterwards, especially with any part of the quiz you answered incorrectly. You may now begin taking your quiz.

Circle the letter that gives the <u>best answer</u> to each question:

QUESTION #1

ly.

QUESTION #2

QUESTION #5

QUESTION #8

QUESTION #11

QUESTION #14

NOTES

QUIZ ANSWERS