

GUIDELINES REGARDING RELEASE OF CRIME REPORTS

In order to comply with the California Public Records Act while safeguarding active criminal investigations and prosecutions, the following guidelines are to be followed with the release of crime reports by this agency.

ACTIVE CRIMINAL CASES

- Cases currently under investigation
- Cases that are currently under review by the District Attorney
- Cases that are currently involved with any court action

Requests for the above cases should be referred to the County District Attorney. It will be the decision of the District Attorney as to what information is released and to whom. No case information, other than that which is a matter of the daily log, shall be released by this office.

CLOSED CRIMINAL CASES

- Cases closed by this office and have either been adjudicated by the court, or for which the District Attorney has provided this office with a 'no filing' decision.

Requests for the above cases are public record, and can be sold to any individual upon the payment of the current fee, and a request for the same made in writing.

NON CRIMINAL CASES AND CORONER'S CASES

- Non-criminal case reports and coroner's reports for which no criminal cases are intended.

Requests for the above cases are public record, and can be sold to any individual upon the payment of the current fee, and a request for the same made in writing.

COPIES OF REPORTS FROM ALLIED AGENCIES AND HELD BY THIS OFFICE

- CHP Accident reports; Probation reports; Other allied agencies

In no instance should these reports be copied and distributed by this office, but the requestor should be directed to the agency that controls the original of those reports.

REPORTS SUBJECT OF CRIMINAL SUBPOENAS

- Reports demanded through the process of criminal subpoena

Any such requests must be referred to the District Attorney pursuant to Proposition 115.