

MARIN COUNTY SHERIFF'S DEPARTMENT  
CUSTODY DIVISION POLICY AND PROCEDURES MANUAL

**CHAPTER 2 - BOOKING**

DATE: 9-1-12

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**ARREST OF 290PC REGISTRANTS / NOTIFICATION OF INVESTIGATIONS DIVISION**

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**POLICY**

Persons arrested, booked, and housed in the Marin County Jail who are required to register as sex offenders per Penal Code Section 290, shall be identified and reported to the Marin County Sheriff's Department's Investigations Division. Their registrant status shall otherwise be kept strictly confidential in accordance with General Order # 97-04 (S-07-01).

**PROCEDURE**

All persons who are arrested, booked, and housed in the Marin County Jail shall have a California criminal history check conducted to aide in the determination of their initial housing classification. Any such person, who has suffered a conviction for an offense enumerated in Penal Code Section 290, and who is therefore required to register as a sex offender with the California Department of Justice, shall be identified and reported to the Marin County Sheriff's Department's Investigations Division Juvenile Unit Detective(s). Information pertaining to a subject's registrant status can be found at the top of the CII report received as a result of the criminal history check.

Information provided to the Investigations Division Juvenile Unit Detective(s) shall include the name, address, and date of birth of the person being housed, the charges prompting that housing, and whether or not the subject has been sentenced by the court, or will otherwise be in the custody of the Marin County Sheriff's Office for a minimum of five (5) days. Notification shall be made to the Investigations Division Juvenile Unit Detective(s) regardless of the length of time the inmate is expected to remain in the custody of the Sheriff's Office.

E-mail system notification of a registered a sex offender being housed in the Marin County Jail may be made by e-mailing the assigned Juvenile Unit Detective(s). Notification may also be made by calling the Juvenile Unit Detective(s). A voice mail message may be left detailing the information described above by calling the Juvenile Unit Detective(s).

Upon receiving notice of a sex registrant being housed in the Marin County Jail, the Investigations Division Juvenile Unit Detective(s) shall record that information and retain it for a period of five (5) days. At the end of that five (5) day period, the Juvenile Unit Detective(s) shall determine if the subject has been released or is still in custody.

If the sex registrant is determined to still be in the custody of the Marin County Sheriff's Office, the Investigations Division Juvenile Unit Detective(s) shall initiate the process for advising the California Department of Justice of the registrant's temporary change of address. This process will be initiated if the sex registrant will be housed for more than thirty (30) days in the Marin County Jail. The Department of Justice shall be advised the subject's current address is the Marin County Jail, 13 Peter Behr Dr., San Rafael, CA 94903. DOJ form SS-8102 shall be used for submitting that information.

Notification that the California Department of Justice has been advised of the registrant's temporary change of address shall be made to the affected inmate by providing that inmate the DOJ form SS-8102 for his / her signature.

The inmate shall further be advised of his / her continuing obligation to register as a sex offender with the law enforcement agency in whose jurisdiction they intend to live after release from custody. The inmate shall be advised that registration must occur within five (5) working days of his / her release from the Marin County Jail.

All information related to the housing of a sex offender in the Marin County Jail shall otherwise remain strictly confidential and shall not be disclosed except in accordance with General Order # 97-04.

**RELATED STANDARDS**

Penal Code Section 290

General Order # 97-04 (S-07-01)

**OTHER AFFECTED DIVISIONS**

Investigations

**REVISIONS**

3-6-2000

By order of

**ROBERT T. DOYLE  
SHERIFF-CORONER**