



SACRAMENTO POLICE DEPARTMENT GENERAL ORDERS



523.09

PHYSICAL LINEUP PROCEDURES

09-28-16

PURPOSE

The purpose of this order is to establish guidelines for conducting physical lineups at the Sacramento County Main Jail (SCMJ) and Juvenile Hall.

POLICY

It shall be the policy of the Sacramento Police Department to conduct a physical lineup as outlined in this General Order.

PROCEDURE

A. REQUESTING A LINEUP

1. Sacramento County Main Jail:
 - a. Physical lineup requests shall be made to the Lineup Officer assigned to the SCMJ Intelligence Unit (at least 24 hours in advance). The Lineup Officer may be reached at 874-7659 or mjintel@sacsheriff.com.
 - b. Physical lineups are generally scheduled between 0800 hours and 1500 hours, Tuesday through Friday. Exceptions may be made with the approval of the Sacramento County Sheriff Watch Commander.
2. Juvenile Hall:
 - a. Requests for physical lineups should be coordinated between the District Attorney's Office and the investigating officer. Requests shall be made to the Juvenile Intake Officer, at least one (1) week in advance.
 - b. All physical lineups shall be conducted at Juvenile Hall, unless directed by the District Attorney's Office.

B. PREPARING FOR A LINEUP

1. After the physical lineup has been scheduled, the investigating officer shall provide the Lineup Officer or Juvenile Hall Intake Officer with:
 - a. The suspect's full name and XREF number.
 - b. Number of participating victims and witnesses.
 - c. Scripts and/or planned props (hats, coats, glasses, etc.).
2. The investigating officer shall:
 - a. Notify the Deputy District Attorney so that they may be present to oversee the physical line up.
 - b. Ensure that the District Attorney's office notifies the suspect's attorney of the scheduled lineup unless the suspect waives in writing the right to have their attorney present. The suspect's attorney may be present to observe the lineup, but shall not interfere.
 - c. Arrange for attendance of any victims and/or witnesses.

C. CONDUCTING THE LINEUP

1. The investigating officer shall be present to oversee the lineup and to ensure that all admonishments are properly given to the victim/witness.
 - a. Photographs of the lineup participants shall be taken at the SCMJ by the Lineup Officer.
 - b. Photographs of juvenile lineup participants shall be taken at Juvenile Hall by either the investigating officer or Crime Scene Investigators (CSI).

D. LINEUP PARTICIPANTS

1. A suspect who is not currently in custody shall not participate in a lineup without their consent or a valid court order.
2. Upon obtaining an out-of-custody suspect's consent or a valid court order, the suspect may be escorted into a detention facility for the limited purpose of participating in a lineup.
3. An out-of-custody suspect who consents to participating in a lineup will be required to sign a "Consent to Participate in a Physical Lineup" form at the detention facility.
4. The Lineup Officer/Juvenile Intake Officer will provide four (4) "filler" inmates that resemble the suspect.

E. LINEUP REFUSAL OR CANCELLATION

1. The investigating officer shall notify the Lineup Officer/Juvenile Hall Intake Officer if it is necessary to cancel a lineup.
2. At the direction of a detention facility commander, lineups may be refused or cancelled.