

<b>ALAMEDA COUNTY SHERIFF'S OFFICE</b>  <b>DETENTION AND CORRECTIONS</b>  <b>POLICY AND PROCEDURE</b>	<b>NUMBER:</b> 11.31	<b>PAGES:</b> 1 of 2
	<b>RELATED ORDERS:</b> P.C. 1381, 1551.1, 3056 W&I 1767.3, 3151	
	<b>ISSUED DATE:</b> July 1, 1989	
	<b>REVIEW DATE:</b> December 4, 2015	
	<b>REVISION DATE:</b> September 17, 2013	
<b>CHAPTER:</b> Intake, Transfer, Release and Records	<b>SUBJECT:</b> Processing PC 1381 Requests	

- I. **PURPOSE:** To set policy and procedure for processing 1381 PC requests.
- II. **POLICY:** It shall be the timekeeper's responsibility to monitor enroute bookings and determine those that are eligible for processing as 1381 PC.
- III. **PROCEDURE:**
  - A. 1381 PC provides a speedy trial for sentenced inmates in this county, who have unsentenced holds in another county, providing:
    1. The inmate has 90 days or more left on his/her sentence in this county.
    2. 1381 PC does not apply to any of the following holds:
      - a. 3056 PC (Parole Violator, adult)
      - b. 3151 W&I (Parole Violator, narcotic offense)
      - c. 1767.3 W&I (Parole Violator, youth authority)
      - d. 1551.1 PC (Out of State holds, extradition)
  - B. Whenever a subject fits the 1381 PC criteria, the Timekeeper shall initiate the process as follows:
    1. Complete the 1381 PC notification form (PD-243) in triplicate and send it to the inmate.
    2. The deputy delivering the form to the inmate shall inform the inmate that he/she is to sign the forms and return forms to Records for mailing, along with a return stamped envelope for each county.

- a. The inmate will return two (2) copies to Records and keep one (1) copy for themselves. One copy will be filed in the inmate's jail jacket, and the other will be sent to the court holding the warrant with a self-addressed stamped envelope.
  3. The 1381 log will be marked indicating the date the forms were sent to the inmate and upon return the date the 1381 was sent to the county where the warrant is held.
- C. Filing a 1381 PC request does not automatically result in dropping the hold.
1. A written response from the appropriate court must be received to drop the hold.
  2. If a response is not received prior to the inmate's scheduled release date on this county's case(s), he/she will be processed as a normal enroute prisoner.