

702.1



SPECIAL ORDER



SUBJECT	SERIES	NUMBER	EFFECTIVE DATE
Bench Warrants Issued by the Court for Failure to Appear for Hearings in Child Support Cases	89	3	February 15, 1989
	DISTRIBUTION		
	A		
	ORIGINATING UNIT		
		OGC	
		EXPIRATION DATE	*

NO BRA

As a result of a recent Memorandum of Understanding between the Metropolitan Police Department and the Family Division of Superior Court, the Domestic Relations Branch of the Family Division will begin to enter into the WALES system criminal bench warrants issued by the Court for "Failure to appear for hearings in child support" cases. Consequently, members of the Metropolitan Police Department will begin to serve these warrants. They shall be handled as any other bench warrant that has no accompanying BRA charge.

Bench warrants issued by the Superior Court's Family Division and entered as criminal bench warrants in the WALES computer system can be identified by the warrant number prefix of "DPS." Respondents in Domestic Relations Child Support bench warrants will be presented in Courtroom #3, if there are no other charges pending. These warrants are different from the Family Division bench warrants for "Failure to appear in civil protection order" cases which have a prefix of "CPO," but they are handled in the same way insofar as police procedures are concerned. Neither warrant is extraditable.

Under the terms of an agreement between the Family Division, Superior Court, and this department, members shall adhere to the procedures outlined below:

A. Service of Warrants.

1. Members receiving warrants of this type to serve shall:
- a. Handle them as any other bench warrant that has no accompanying BRA charge;
 - b. Be identified as the complainant and reporting person;
 - c. Upon serving the warrant, enter "served" into the computer at the booking unit;
 - d. Book the respondent for arrest on a bench warrant;

OFFICER
IN C-1 UNIT
K-1

DIRECTIVE DEVELOPMENT
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- e. Obtain a complaint number from the Communications Division;
- f. Prepare the appropriate paperwork, i.e., PD Form 255 (Arrest Report), PD Form 47 (Warning as to Your Rights), and PD Form 163 (Prosecution Report);
- g. Process the arrested person through the Identification Branch, Identification and Records Division (IRD); and
- h. Not respond for papering in Court if the Family Division bench warrant is the only charge.

2. Persons arrested who have other charges pending shall be handled as outlined in General Order No. 702.1 (Arrest and Bench Warrants).

B. Processing Warrants.

- 1. The Director, IRD, shall be responsible for:
 - a. Reviewing all warrant entries and submissions by the Family Division and ensure that:
 - (1) All Family Division criminal bench warrants are entered in a timely fashion;
 - (2) All mandatory WALES fields are properly completed;
 - (3) The status III record is updated to reflect the most current, accurate information on the violator;
 - (4) Family Division criminal bench warrants entered for persons not having MPD PDID numbers are entered as status I records and reflect the most current, accurate information on the violator; and
 - (5) Family Division criminal bench warrants entered as status I records are attached to status III records when it is determined that a status III record exists for the violator.
 - b. Ensuring that status III records are immediately updated upon receiving information on WALES update forms from the Family Division.