The Mission of the Superior Court of California, County of Orange is to:
Serve the public by administering justice and resolving disputes fairly, efficiently, and expeditiously.

Court Criminal Revised Protocols:
Search Warrant and Walk Through Warrants of Arrest
September 22, 2020

In response to the health concerns raised by the coronavirus (COVID19) pandemic, Orange County Superior Court issued an emergency order closing the Court's facilities to the public, through May 22, 2020. As of May 26, 2020, the Court is operational with limited in-person services offered. In order to continue to facilitate the processing of Search Warrants and Walk Through Warrants of Arrest, the Court has established the following protocols:

On-Call Magistrate and Night Judge *(After hours and weekends)*

The process for assistance from the OCM or the Night Judge remains the same: contact the Pretrial Services Unit at (714) 647-4581. Pretrial Services Officers will contact the appropriate magistrate based on the type of matter, day of the week, and time.

OCM/Night Judge matters ***only*** include search warrants, Declarations for Bail Increase, and Probable Cause (PC) Declarations Reviews.

Duty Judge *(During Court Business Hours)*

District Attorney, City Attorney and Law Enforcement Agencies are to refer to their local Justice Centers for questions:

CJC: 657-622-7378 **HJC:** 657-622-5481
NJC: 657-622-6674 **WJC:** 657-622-6957

Walk Through Warrants of Arrest – District Attorney (DA)

Law enforcement agency requests for a warrant of arrest on a new filing will be processed as follows:

- Complaint is filed through the District Attorney Interface (DAI)
- DA contacts court staff via email @ WalkThroughWarrants@occourts.org to notify Walk Through Warrant is pending. DA to include contact phone number and email for the officer in the email ***(discontinue use of addendum/coversheet with officer contact information)***
- Court staff will initiate the case in Vision and submit the request to the judicial officer for review and approval
- Court staff will notify the officer and DA via email when the request is completed and processed

Arrest Warrants – City Attorney

Law enforcement requests for a warrant of arrest on City Attorney misdemeanor filings will be processed as follows:

- Complaint and request for a warrant of arrest is emailed to WalkThroughWarrants@occourts.org. City Attorney to include contact phone number and email information for the officer in the email ***(discontinue use of addendum/coversheet with officer contact information)***
- Court staff will initiate the case in Vision and submit the request to the judicial officer for review and approval
- Court staff will notify the officer and City Attorney when the request completed and processed

Electronic Submittal for Signed Ramey, McNeely, Search Warrants and Returns

After the judge signs the warrant return, the affiant or designee will email the warrant return to the following email: SearchWarrants@occourts.org.

In order to help facilitate the processing of your warrants, please include the following information to the subject line of the email: Law Enforcement Agency, type of warrant and urgency level if applicable. For example: SAPD – Ramey Warrant – URGENT.

OCSD, please specify the city in which the warrant took place for appropriate jurisdictional filing.

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