
MONMOUTH COUNTY
UNIFORM POLICY

**Report
Completion**

Revised: May, 2012

An indictable complaint should be forwarded to the Monmouth County Prosecutor's Office within twenty-four (24) hours of its signing. When a defendant is in custody, all available investigative reports (setting forth the basic facts of the investigation, apprehension, and probable cause for the arrest) must be forwarded to the Monmouth County Prosecutor's Office within forty-eight (48) hours of the complaint signing. If there has been no arrest, the investigative reports must be forwarded to the Monmouth County Prosecutor's Office within four (4) days of the complaint signing. Transmission of the complaint and investigative reports to the Monmouth County Prosecutor's Office, within the aforementioned time frame, will ensure early case screening and preparation of the file. Compliance will also facilitate bail reviews and initial appearances.

On citizen complaints alleging indictable offenses, the investigative reports (detailing the facts and probable cause for the issuance of the complaint), must be forwarded to the Monmouth County Prosecutor's Office within forty-eight (48) hours of an arrest. If no arrest has been effectuated on a citizen's complaint, the investigative reports should be forwarded to the Monmouth County Prosecutor's Office within four (4) days.

During the pending investigation on indictable matters, law enforcement officers should continue to forward their investigative and/or supplemental reports within twenty-four (24) hours of their completion. This requirement applies to all aspects of the investigation including but not limited to, victim, witness and defendant statements, lab requests and evidence reports.