



**Item No. 1: Interview Files - "No Papered"** - clarification per agency R.O.  
9/17/09 -RF

Interview files in any media (media neutral) that are created for defendants by Pretrial Services Agency (PSA) that are a part of a decision trail. The files are considered to be "no papered" should the U.S. Attorney's Office decide that no criminal charges will be filed in the matter. The use of the file is two-fold. First, the file is used to gather relevant information that is used to prepare the Bail Report for the court. The information in the Bail Report is used by the judicial officer to determine whether the defendant should be released or detained pending trial. Second, in the event the defendant is released, the file is used by the PSA supervision and treatment units to assist in the pretrial supervision of the defendant. Following the decision to drop the charges the partial record is of no further value to Pretrial Services.

**Disposition:** Temporary

**Disposition Instructions:** Cut-off when action is completed, destroy files immediately or within 180 days following confirmation that no charges will be filed by the District Attorney's Office.