

# ADMINISTRATIVE OFFICE OF THE COURTS

## Automated Trial Court Services Unit



DRAFT

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Law Enforcement Application Manual  
**Electronic Court Disposition Reporting  
(eCDR)**

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November 2024

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## **I. INTRODUCTION**

This manual contains instructions on the Electronic Court Disposition Reporting (eCDR) system for law enforcement, prosecutors, and other agencies using the eCDR system. It is provided by the Administrative Office of the Courts, Automated Trial Court Services Unit, Municipal. eCDR is accessible using various internet browsers, including mobile devices, Safari, Google Chrome, Microsoft Edge, and Firefox.

For all applicable laws and guidelines, the user should refer to the New Jersey Code of Criminal Justice, the New Jersey Rules of Court, and the Attorney General's Law Enforcement Charging Manual.

## **II. USER ID AND REGISTRATION**

A User ID is required to access to all Judiciary systems. A User ID activation process must be completed prior to accessing the eCDR system. A User ID may be obtained when a request is submitted to the Helpdesk by the Terminal Agency Coordinator, also known as the TAC Officer.

Should you have any questions, you may also contact the Judiciary Information Support Center at 609-421-6100.

### III. ACCESSING ECDR

The eCDR system is accessible through the Police Applications Web Portal from any device with an internet connection.

Note: Prosecutors log into NJCourts.com using their Attorney ID to access eCDR.

To sign into eCDR:

- 1) Open an internet browser.
- 2) Enter the following in the address line: **https://portal.njcourts.gov/webe3/sso**
- 3) Enter your **User ID** and **Password**.
- 4) Click **Login** or press **Enter**.

New Jersey Courts

**Log in help**

To request information about your existing ID click **Forgot User ID?**

Follow the steps below if you're receiving Authentication Failed error message after logging in.

1. Click the **Forgot Password?** link
2. Answer the security questions when prompted
3. An email will be sent to the email address used to activate the account
4. Open the email and follow the instructions

If you are still not able to successfully login after resetting your password, please contact the Help Desk at 609-421-6100 and someone will assist you.

To access the New Jersey Courts website click [NJCourts.gov](https://njcourts.gov)

**Browser compatibility**

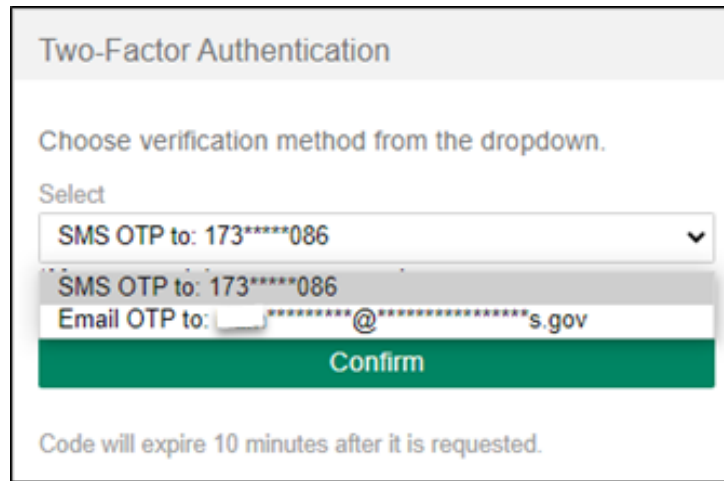
There is a known issue with Internet Explorer Version 11 running on Windows 10 which is causing

Enter user ID and password. If you have been provided with a temporary password, login below.

**User ID \*** [Forgot User ID?](#)

  
**Password \*** [Forgot Password?](#)  
**Login**  
[Resend Activation Email](#)

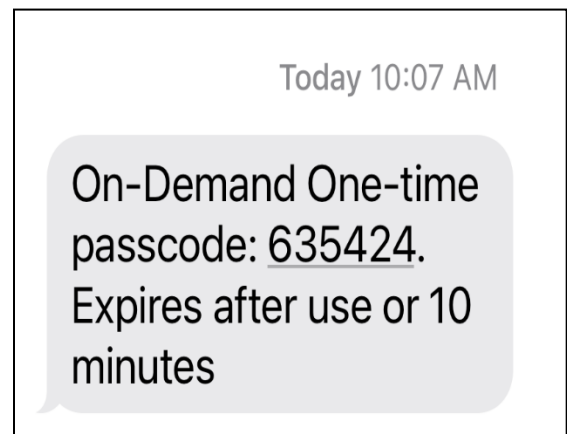
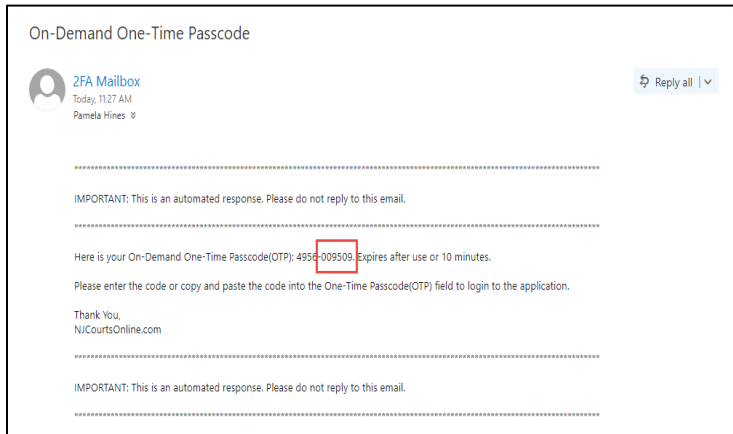
- 5) Two-Factor Authentication options will be displayed. Select your mobile phone number or email address and click **Confirm**.



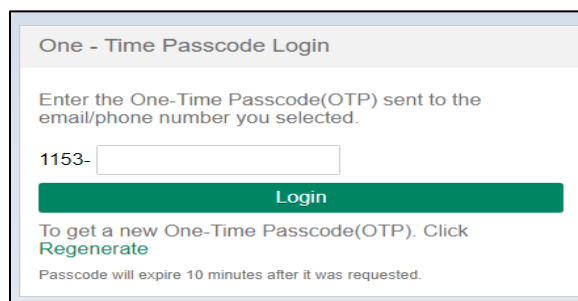
6) The One-Time Passcode will be sent to the selected device. The code will expire 10 minutes after it is requested.

Email

Mobile Phone



7) Enter the Passcode provided and click 'Login'.

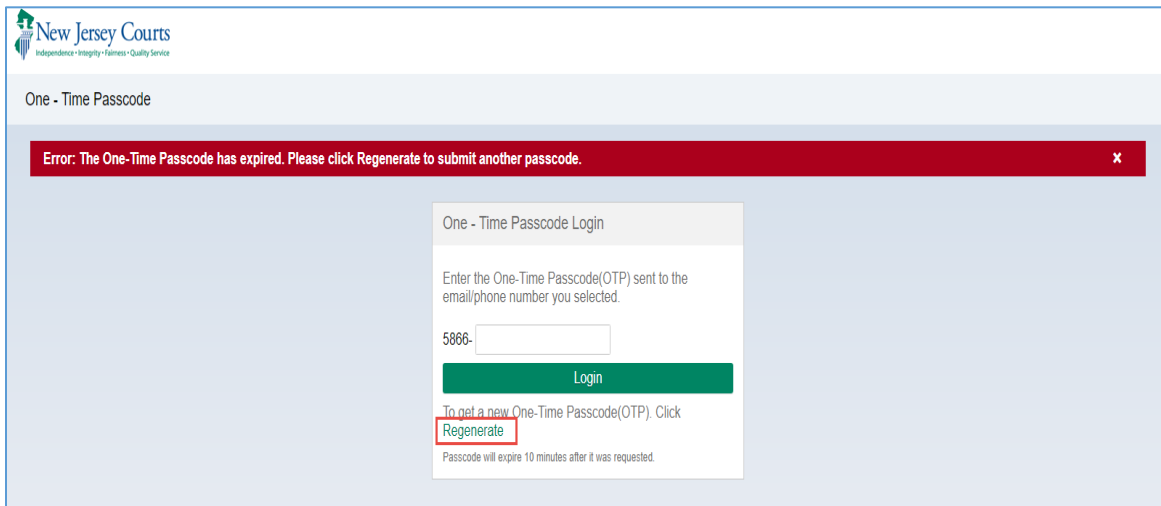


Note:

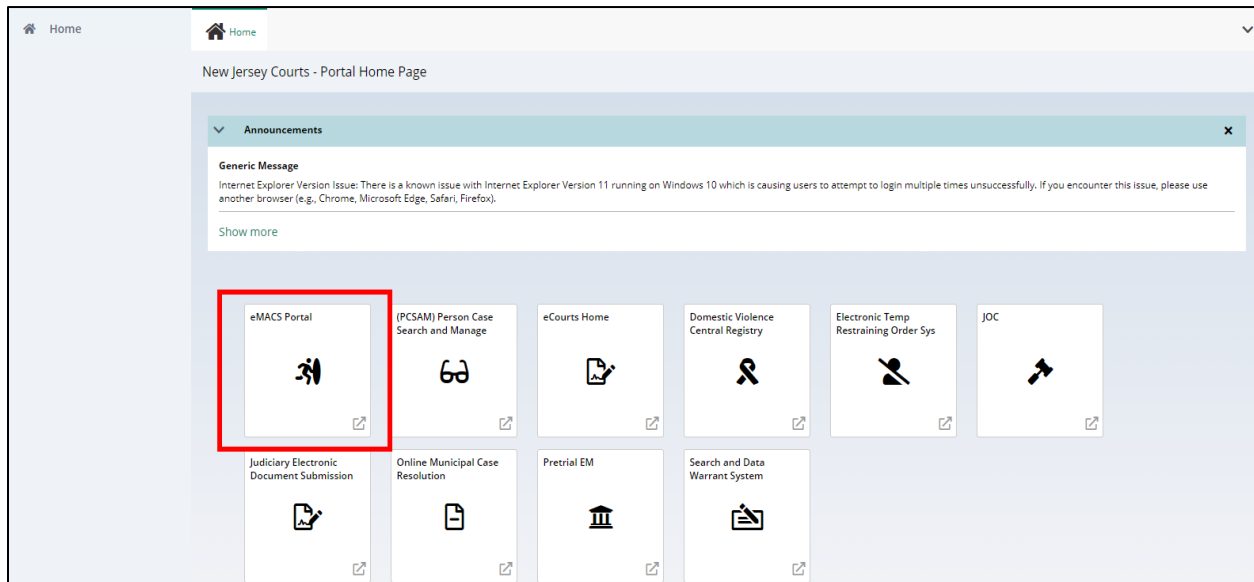
- All Users signing into New Jersey Judiciary Systems will need to use Two-Factor Authentication (One-Time Passcode). The profile page will prompt upon sign-in

requiring all users to provide a mobile phone number and email address, which will be used to send a One-Time Passcode.

- If you enter an expired Passcode, click ‘Regenerate’ to get a new One-Time Passcode.



- 8) Once the two-factor authentication is completed, the **Portal Home Page** will display. Click the **eMACS Portal** tile.



- 9) The eCDR Home Page will display.





eCDR@MACS CASE JACKET

Municipal Quick Search

Complaints Petitions

Welcome To The ECDR

The Judiciary's Problem Reporting Desk is available at 1-609-421-6100, 24 hours a day, 7 days a week. Users can report any matter at any time. All emergent matters, such as system outages, will be addressed immediately. For non-emergent matters, such as eCDR procedural questions Help Desk phone support is available Monday through Friday from 8:00 am - 5:00 pm. For non-emergent matters reported outside of normal business hours users will receive a call back the following business day after 8am.

Please be advised that, pursuant to Order of the Supreme Court, a defendant's PSA is a CONFIDENTIAL court record to be used by the Court, attorneys of record, and law enforcement personnel only. A defendant's PSA should not be distributed or made public.

- eCDR: How to Review Complaint.
- eCDR: How to Login (Prosecutor).
- eCDR: How to Submit to Prosecutor/Sr Officer for Review (Complaint create and submit).
- eCDR Training Site.

- Law Enforcement LiveScan - Frequently Asked Questions.
- eCDR Quick Reference and Troubleshooting Guide.
- eCDR Powerpoint.
- How to Modify and Submit a complaint from My Cases worksheet.
- PCSAM: Inquiry Guide

All State Agencies, including State Police have been converted to the New eCDR system. Please see below for helpful hints on accessing and using the new system.

- For all State Agency users, type the 'court code' or 'court name' in the field at the top of the screen, to begin the complaint.
- Select the court code from the drop down list. The system will display a Home and Case Processing Tabs at the top of the screen.
- Click the Case Processing tab and then click on the 'Complaint Entry' link.

Case Search (Municipal)

Court: \* Type: Year: \* Number: \*

1608     Search

My Cases (Municipal)

Refresh list Filter Beyond Last 7 Days

Date Created	Court	Complaint #	Defendant Name	DCJ Ind	Entered By	Reviewer	Status	Sealed	Locked By	Actions
No Records Found										

Review WorkList

Refresh list Page 1 of 5

Date Created	Court	Complaint #	Defendant Name	DCJ IND	Officer/Complainant	Reviewer	Status	Age	Due Date	Locked By	Actions
1/8/2021				N			PROR	4	02/22/2021		Actions
1/8/2021				N			PROR	4	02/22/2021		Actions

## IV. HOME PAGE

### ***COMPLAINTS***

Default Home page for navigating municipal complaints.

The screenshot shows the 'COMPLAINTS' home page. At the top, it says 'AUTOMATED TRIAL COURT SYSTEMS' and 'New Jersey Courts'. Below that, there are navigation tabs for 'Complaints' (highlighted with a red box) and 'Petitions'. A 'Welcome to the eCDR' message is visible. There is a 'Case Search (Municipal)' section with a search form containing fields for 'Court', 'Type', 'Year', and 'Number', and a 'Search' button. At the bottom, there is a 'My Cases (Municipal)' section.

### ***PETITIONS***

The Home Page for navigating and creating petitions. Please refer to the Electronic Risk Protective Orders (ERPO) training materials for additional information.

The screenshot shows the 'PETITIONS' home page. At the top, it says 'AUTOMATED TRIAL COURT SYSTEMS' and 'New Jersey Courts'. Below that, there are navigation tabs for 'Complaints' and 'Petitions' (highlighted with a red box). The main content area is titled 'ERPO Blank Forms' and contains text about using blank forms when the system is down or for Law Enforcement Officers. There is a 'Petition Search' section with a 'Search Type' dropdown menu.

### ***WELCOME MESSAGE***

The Welcome Message may include notifications and upcoming enhancements to the system. The Welcome Message section may be collapsed/expanded by clicking the arrow on the left.

The screenshot shows the 'WELCOME MESSAGE' home page. At the top, it says 'AUTOMATED TRIAL COURT SYSTEMS' and 'New Jersey Courts'. Below that, there are navigation tabs for 'Complaints' and 'Petitions'. A 'Welcome to the eCDR' message is highlighted with a red box. Below the welcome message, there is a yellow notification bar and several paragraphs of text providing information about system changes and support.

## CASE SEARCH (MUNICIPAL)

Allows users to retrieve municipal complaint information. The Case Search section may be collapsed/expanded by clicking the arrow on the left.

To retrieve case information:

- 1) Under Case Search, enter the municipal case information.
- 2) Click **Search**. The case information will display.
- 3) Click **Actions** and select the appropriate function.

The screenshot shows the 'Case Search (Municipal)' section of the eCDR/eMACS system. It includes search filters for Court, Type, Year, and Number, a search button, and a list of search results. The first result is highlighted, and the 'Actions' menu is open, showing options like Service, Copy, Print, Review, and FingerPrint.

Note:

- Available Actions are determined by the status of the case. Please see the [APPENDIX](#) section for additional assistance, if necessary.

## MY CASES (MUNICIPAL)

List of municipal cases generated by the user in the last seven days. The date range can be modified. Please see the [APPENDIX](#) section for additional assistance, if necessary. Cases will be listed in descending order by Date Created. The My Cases workbasket may be collapsed/expanded by clicking the arrow on the left.

Date Created	Court	Complaint #	Defendant Name	DCJ Ind	Entered By	Reviewer	Status	Sealed	Locked By	Actions
12/04/2019	1214	1214 2019 001368		N	pd0805a		PROR	N		Actions
12/04/2019	0805	0805 S 2019 000866		N	pd0805a	PDC 0805a	PROR	N		Actions
12/04/2019	1214	1214 2019 001367		N	pd0805a		WIP	N		Actions

To access case information:

- 1) Under My Cases, click **Actions** next to the case.
- 2) Select the appropriate option.

Date Created	Court	Complaint #	Defendant Name	DCJ Ind	Entered By	Reviewer	Status	Sealed	Locked By	Actions
02/26/2020	1103	1103 W 2020 000014		N	pdc0805a	PDC 0805a	ACTI	N		Actions
02/26/2020	1103	1103 W 2020 000013		N	pdc0805a	PDC 0805a	ACTI	N		Copy Print Review View Case Jacket
02/26/2020	0805	0805 S 2020		N	pdc0805a		Incomplete	N		
02/26/2020	1106	1106 W 2020 000023		N	pdc0805a	PDC 0805a	ACTI	N		

Note:

- Click **Refresh List** to refresh the list of cases displayed.
- Available Actions are determined by the status of the case. Please see the [APPENDIX](#) section for additional assistance, if necessary.

### ***REVIEW WORKLIST***

List of cases waiting to be reviewed. A name will display in the Reviewer column indicating a review has been completed. The Review Worklist workbasket may be collapsed/expanded by clicking the arrow on the left.

Date Created	Court	Complaint #	Defendant Name	DCJ IND	Officer/Complainant	Reviewer	Status	Age	Due Date	Locked By	Actions
1/1/2021	1204	1204 S 2021 000001	John L. Starks	N			PROR	1	02/17/2021		Actions
12/31/2020	1215	1215 2020 000091	Stan Sunday	N			PROR	4	02/14/2021		Actions
12/31/2020	1215	1215 2020 000090	New Year	N			PROR	4	02/14/2021		Actions

Note:

- Click **Refresh List** to refresh the list of cases displayed.
- Available Actions are determined by the status of the case. Please see the [APPENDIX](#) section for additional assistance, if necessary.

To review a case:

- 1) Under the Review Worklist section, select **Actions – Open** next to the case. The Prosecutor Review screen will display.

Review WorkList

Refresh list Page 1 of 23

Date Created	Court	Complaint #	Defendant Name	DCJ IND	Officer/Complainant	Reviewer	Status	Age	Due Date	Locked By	Actions
1/1/2021	1204	1204 S 2021 000001	John L. Starks	N			PROR	1	02/17/2021		<ul style="list-style-type: none"> <li>Open</li> <li>Print</li> <li>Review</li> <li>View Case Jacket</li> </ul>
12/31/2020	1215	1215 2020 000091	Stan Sunday	N			PROR	4	02/14/2021		
12/31/2020	1215	1215 2020 000090	New Year	N			PROR	4	02/14/2021		
12/24/2020	0805	0805 2020 000671	tt tt	N			PROR	11	02/07/2021		
12/23/2020	1214	1214 2020 000865	test tes	N			PROR	12	02/06/2021		

- 2) Select the **Complaint Type**, optional.
- 3) Click **Run PSA**, if necessary. The Public Safety Assessment (PSA) will be available if the complaint was generated using Live Scan. The PSA may be processed before and/or after the review.
- 4) Select **Accept**, **Modify**, or **Decline** next to each offense.

Complaint Details

Defendant Name: 1214 S 2020 000169 DCJ Indicator: N **Complaint Type** [View Case Jacket](#)

Complaint Type dropdown: Summons, Select..., Summons, Warrant

Statute List

Statute	Aux Statute	Degree	Description	Status	ew Statute	Degree	Description
2C:11-6		2	AIDING SUICIDE - CONDUCT CAUSES SUICIDE OR ATTEMPT	Status dropdown: Select..., Select..., Accept, Modify, Decline			

Buttons: Return to Originator, Submit to Court, Case Modify, Preview

- 5) Click **Save**.
- 6) Click the appropriate option.

Note: If the complaint is returned to the Originator, the officer will need to open the complaint, modify if necessary, and submit the complaint to the Court.

To modify a case:

- 1) Click **Case Modify**. The case will display on the Defendant tab in edit mode.
- 2) Click the appropriate tab(s). Tabs may be selected in any order. If any field(s) is updated, click **Save** before continuing.
- 3) Click **Close** to return to the Prosecutor Review. Only updates saved on the Charges and Narratives tab will display on the Prosecutor Review screen.
- 4) Click **Return to Originator**. The Prosecutor will only be able to route the case back to the originating officer, if any updates were made. The case will be removed from Review Worklist.

Note:

- For county prosecutors, the Review Worklist will be listed by county instead of by individual court.
- The Court column indicates the court the complaint is from. To search for a specific court, click on the down arrow on the Court column header.
- Accept: Charge has been accepted.
- Modify: Updated charge must be selected. Statute number or description may be entered. Modifications to a charge are not currently recorded.
- Decline: When all charge(s) are declined, the Status will be updated to **PRDN**. The case will be removed from the worklists and can be searched using Case Search.
- Save: Saves changes and leaves user on the current screen.
- Run PSA: Opens separate window with PSA risk scores. PSA may be processed before and/or after review.
- Return to Originator: Returns complaint to the officer and returns user to Home Page. The complaint will display in the officer’s My Cases list.
- Submit to Court: The Complaint may be submitted to the court when updates have not been applied.
- Preview will display the case document.

**PROBABLE CAUSE**

List of cases waiting for a probable cause determination by a judicial officer. Allows a judge to authorize law enforcement to issue the complaint in an emergency when the judge is unable to get access to the internet to issue an electronic probable cause. The Probable Cause workbasket may be collapsed/expanded by clicking the arrow on the left. Please see the [APPENDIX](#) section for additional assistance, if necessary.

To activate a complaint:

- 1) Under the Probable Cause section, select **Actions – Open** next to the complaint.

	Date Created	Date Of Arrest	Livescan Linked	PSA	Court	Complaint #	Defendant Name	DCJ IND	Reviewer	Status	Officer/Complainant	Aged	Locked By	Actions
▶	11/4/2020	10/17/2020	Y	N	1214	1214 2020 000806		N		HELD				Actions ▼
▶	10/1/2020		N	N	0302	0302 2020 000018		N		HELD				Open View Case Jacket
▶	10/1/2020		N	N	0302	0302 2020 000017		N		HELD				Actions ▼

- 2) The Probable Cause Determination tab will display. Complete the Probable Cause Determination information. When probable cause is found, the complaint type must be selected.

- 3) Click **Submit**. A judicial officer must verify the probable cause determination as soon as possible.

COMPLAINT 0805 S 2018 000341 : HELD View Case Jacket \*\* Defendant is in custody for the charges filed on this complaint.

**Probable Cause Determination**  
 Probable Cause Found  
 Probable Cause Not Found  
 Sealed Indicator: N Sealed Indicator: S-Summons Complaint Type: S-Summons  
 PSA has been already run for this complaint. Please click "View PSA" button to view the latest PSA Document. View PSA

**First Appearance Info**  
 Appearance Required: Y Appearance Court: Central First Appearance/CJP  
 Appearance Date: mm/dd/yyyy Appearance Time: HH:MM:AM/PM

**Probable Cause Comments - Comments entered are not confidential**

**Officer Certification**  
 I hereby certify that I have received the judge's permission to place his/her signature on the probable cause of this complaint  
 Authorized Name: First MI Last Title  
 Authorized Date: Time: HH:MM:AM/PM

**Signature Acknowledgement**  
 If Complaint is Manually signed please check the box below. Do not check box if your signature is electronic.  
 Manually Signed

Preview Submit Close

Note:

- Preview: A preview of the complaint will display without probable cause completed.
- Close: Closes the Probable Cause Determination tab without completing probable cause.

## Complaint Bail Set

Bail set is not available during complaint entry for any Disorderly Persons (DP) or indictable complaints. Bail set will be available for Petty Disorderly Persons (PDP) warrants and entered via the Probable Cause screen.

COMPLAINT 0805 W 2018 000341 HELD View Case Jacket \*\* Defendant is in custody for the charges filed on this complaint.

**Probable Cause Determination**  
 Probable Cause Found  
 Probable Cause Not Found  
 Sealed Indicator: N Sealed Indicator: W-Warrant Complaint Type: W-Warrant  
 PSA has been already run for this complaint. Please click "View PSA" button to view the latest PSA Document. View PSA ReRun PSA

**Complaint Bail Set**  
 Set By Name: First MI Last Title  
 Bail Amount Set: Date Bail Set: mm/dd/yyyy Type: Select...

Petty Disorderly Persons offense not part of Criminal Justice Reform. Bail can be set but is not required.

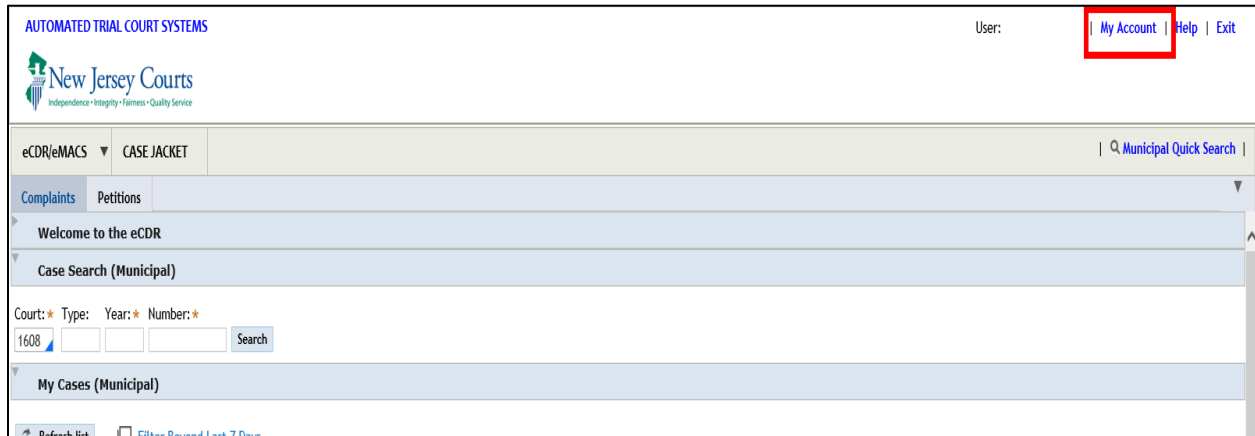
**First Appearance Info**  
 Appearance Required: Y Appearance Court: Central First Appearance/CJP

**Probable Cause Comments - Comments entered are not confidential**

**Officer Certification**

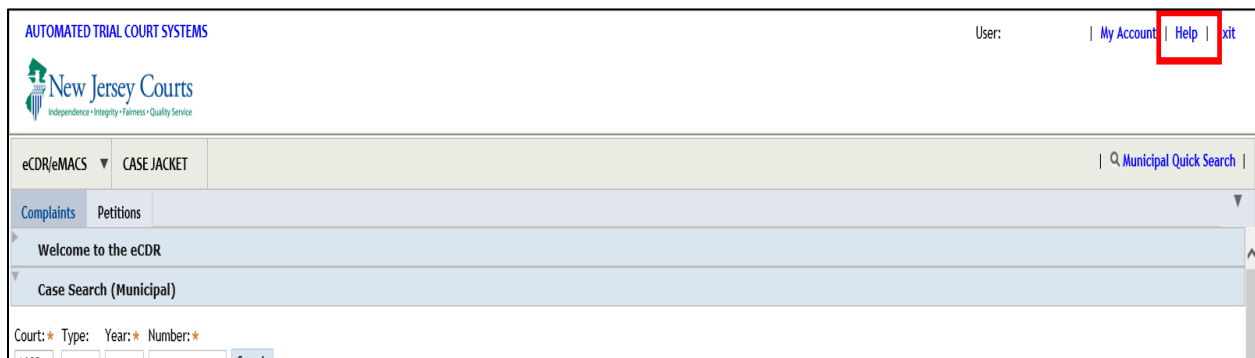
## MY ACCOUNT

Navigate to other Judiciary systems.



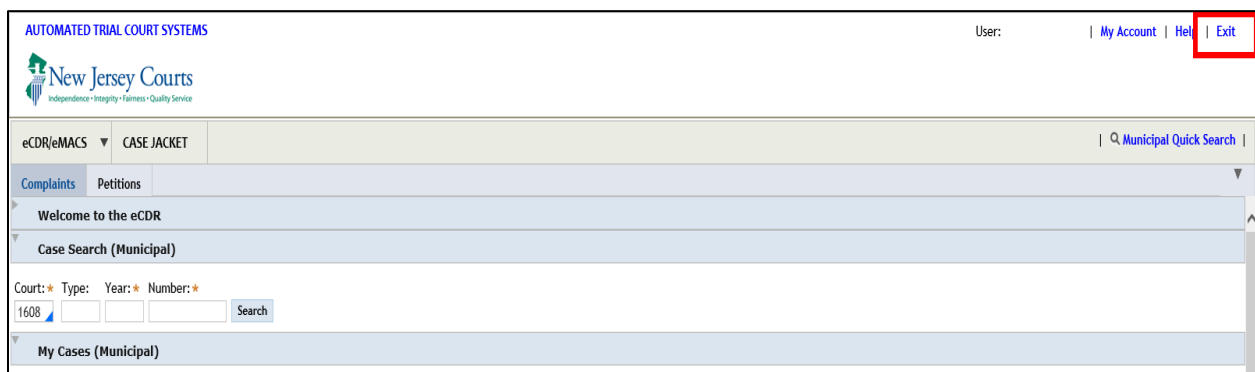
## HELP

Displays the eCDR Training and Resources Page.



## EXIT

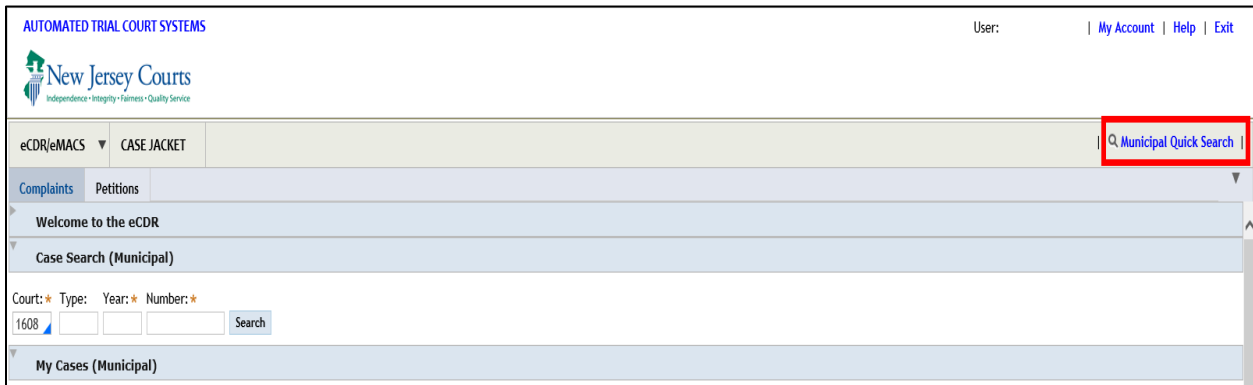
Closes the eCDR system and returns to the NJ Courts Portal Home Page.





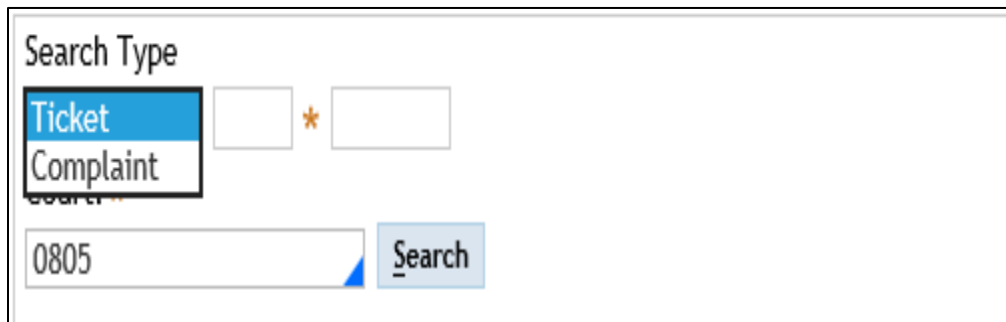
## MUNICIPAL QUICK SEARCH

Retrieves limited case information via a ticket or complaint number.

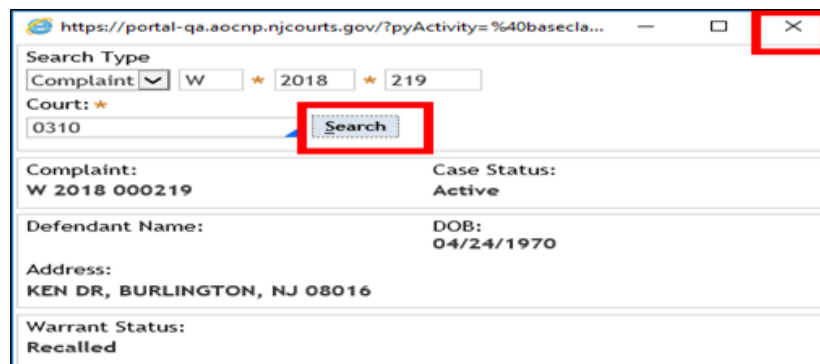


To retrieve case information:

- 1) Click the **Municipal Quick Search** link.
- 2) Select the **Case Type**.
- 3) Enter the ticket/complaint number.
- 4) Update the **Court** field as needed.
- 5) Click **Search**.



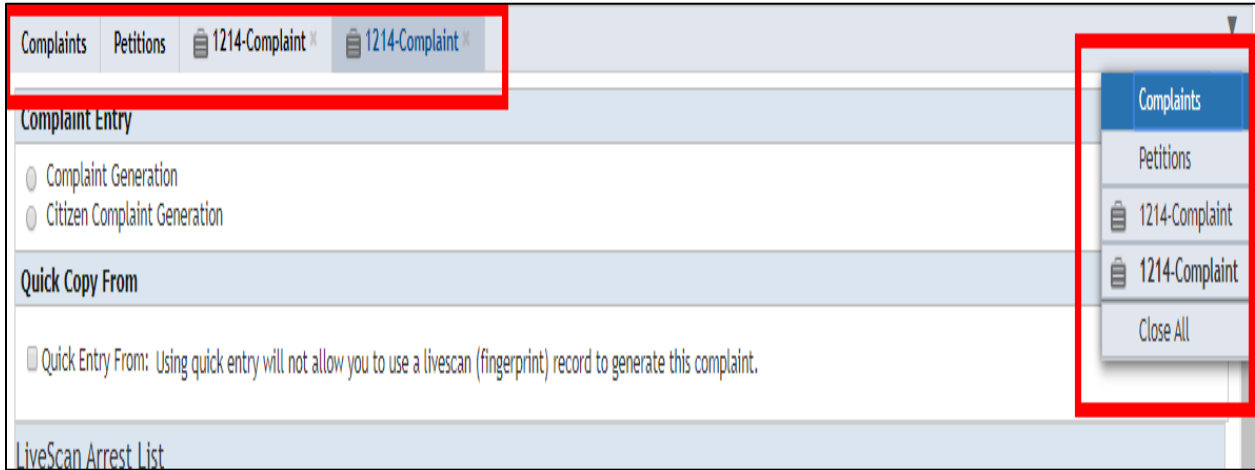
- 6) The case information will display.
- 7) Click the **X** to close the window.



Note: To lookup another case, update the case information and click **Search**.

### ***NAVIGATION BUTTONS***

Allows users to navigate between opened tabs, close individual tabs, close all opened tabs, or return to the Home Page without closing opened tabs. Users may navigate by clicking the appropriate tab on the left or clicking the down arrow on the right.



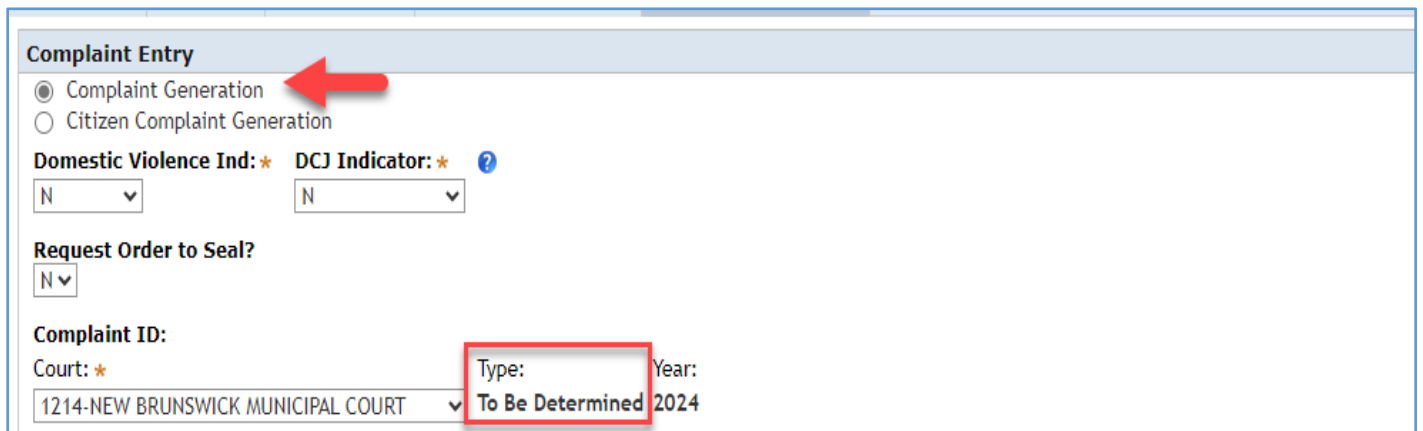
## V. COMPLAINT ENTRY

### ***COMPLAINT GENERATION USING LIVESCAN***


The LiveScan Arrest List is a list of LiveScan records generated for a municipality and should be used to generate a complaint. LiveScan records will be listed in descending order by Date of Arrest. When generating a complaint using a LiveScan record, the Public Safety Assessment (PSA) will be available once the complaint is created. Refer to Title 53 regarding fingerprinting.

To generate a complaint using LiveScan:

- 1) Click **eCDR/eMACS - Case Processing - Complaint Entry**.
- 2) Select **Complaint Generation**.
- 3) Complete the **Complaint Entry** information.



**Complaint Entry**

Complaint Generation 

Citizen Complaint Generation

Domestic Violence Ind: \* DCJ Indicator: \* ?

N N

Request Order to Seal?

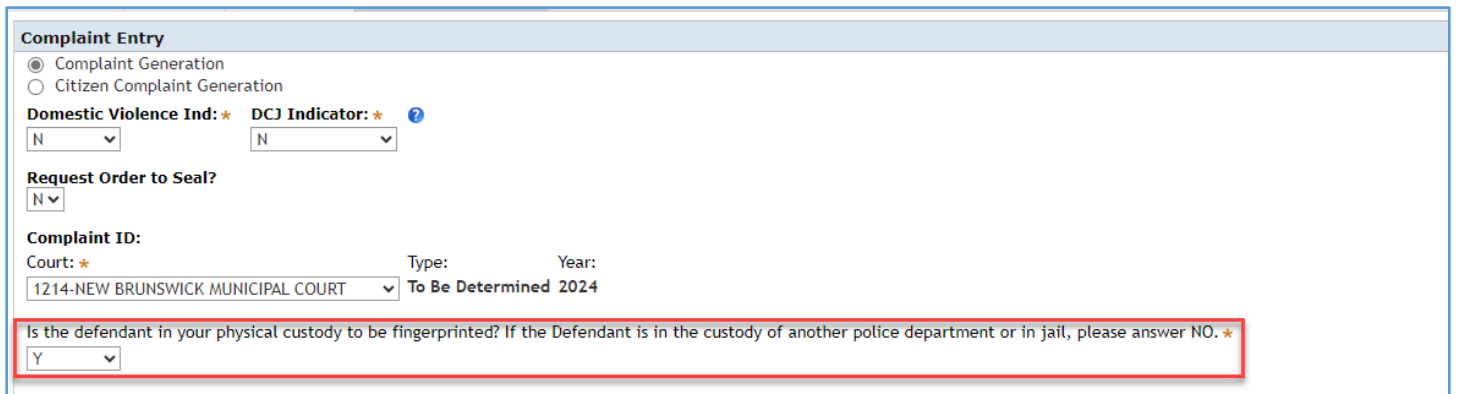
N

Complaint ID:

Court: \* Type: Year:

1214-NEW BRUNSWICK MUNICIPAL COURT To Be Determined 2024

- 4) Select **Yes** to the custody question.



**Complaint Entry**

Complaint Generation

Citizen Complaint Generation

Domestic Violence Ind: \* DCJ Indicator: \* ?

N N

Request Order to Seal?

N

Complaint ID:

Court: \* Type: Year:

1214-NEW BRUNSWICK MUNICIPAL COURT To Be Determined 2024

Is the defendant in your physical custody to be fingerprinted? If the Defendant is in the custody of another police department or in jail, please answer NO. \*

Y

- 5) Under **LiveScan Arrest List**, select the LiveScan record.
- 6) Click **Continue**.

**Complaint Entry**  
 Complaint Generation  
 Citizen Complaint Generation  
 Domestic Violence Ind: \* DCJ Indicator: \*  
 Y N  
 Request Order to Seal?  
 N  
 Complaint ID:  
 Court: 1214 Type: To Be Determined 2024 Year:  
 Is the defendant in your physical custody to be fingerprinted? If the Defendant is in the custody of another police department or in jail, please answer NO. \*  
 Y  
 Agency ID/Officer ID:  
 Agency: \* 1214 Officer: \* 5555

**LiveScan Arrest List**  
 Search By PCN

Date Of Arrest	Name	Court Code	PCN	DOB	SBI Number	Address	Charge	Description	Actions	Processed
10/20/2024	HENRY JONESES	1214	121479334809	06/06/1985	240701J	Trenton, NJ	2C:14-2A(4)	AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON	Actions	
10/20/2024	HENRY JONESES	1214	121479334808	06/06/1985	240701J	Trenton, NJ	2C:14-2A(4)	AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON	Actions	
10/20/2024	HENRY JONESES	1214	121479334807	06/06/1985	240701J	Trenton, NJ	2C:14-2A(4)	AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON	Actions	
10/20/2024	Charlie A Brown	1214	121429733103	02/05/1981	544713T	Trenton, NJ	2C:14-2A(4)	AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON	Actions	✓
10/6/2024	Ben A Charles	1214	010419853672	02/20/1979	357429S	TRENTON, NJ	2C:20-11B(1)	SHOPLIFTING-TAKE MERCH W/O PAYING	Actions	✓
10/1/2024	JOHN AKOYA	1214	507247090203	11/16/1983	587488D	Trenton, NJ	2C:11-3A(1)	MURDER - PURPOSELY	Actions	✓
9/30/2024	Brain A Suzzu	1214	121429721055	09/06/1985	544695T	Trenton, NJ	2C:14-2A(4)	AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON	Actions	✓
9/1/2024	JOHN SHIVONNE	1214	507247091226	04/08/1987	294593D	Trenton, NJ	2C:11-3A(1)	MURDER - PURPOSELY	Actions	✓
9/1/2024	Shiv A OOS	1214	507247091246	03/10/1977	726115Z	Trenton, NJ	2C:5-1A(1)	CRIMINAL ATTEMPT - PURPOSELY ENGAGES IN CONDUCT	Actions	
8/7/2024	DARRYL JOHNSON	1214	121464452111	05/29/2012	326557L	TRENTON, NJ	2C:11-6	AIDING SUICIDE	Actions	✓

FP Status: \*  
 LiveScan  
 PCN: 507247091246  
 Continue

**Note:**

- Under LiveScan Arrest List, click **Refresh List** to refresh the list of offenses displayed.
- A green check mark will appear to the right of a record when all offenses from the LiveScan record was processed.
- The **FP Status** and **PCN** fields will default with information from the LiveScan record and cannot be modified.
- Use **Search by PCN** to search for a LiveScan record by the Processed Control Number. Once the ‘Search by PCN’ box is checked, a field will display to the right. If the PCN number is not found, an error message indicating PCN not found will display. This search feature will assist in finding a LiveScan record that may have been generated with an incorrect municipality code.

eCDR/eMACS CASE JACKET

Complaints Petitions 0805-Complaint \*

**Complaint Entry**  
 Complaint Generation  
 Citizen Complaint Generation

**Quick Copy From**  
 Quick Entry From: Using quick entry will not allow you to use a livescan (fingerprint) record to generate this complaint.

**LiveScan Arrest List**  
 Search By PCN [ ] Search

Date Of Arrest	Name	Court Code	PCN	DOB	SBI Number	Address	Charge	Description	Actions	Processed
8/11/2023	HARRY Suzzie	0805	080519721470	02/08/1988	434678R	Trenton, NJ	2C:35:10C		Actions	✓

- 7) The Defendant tab will display. The Defendant tab will include information from the Livescan record. Modify the defendant information, if necessary.

Note:

- **Last Name:** Enter two spaces after the last name for the Generation Qualifier, if applicable. Ex. Smith<space><space>Jr.
- **Phone Number** and **Email address:** For complaints issued on or after 1/24/2020, systematic reminders will be sent to the defendant 4 days prior to the scheduled municipal court date. Work phone numbers will not receive a reminder.
- **Hispanic or Latino** is not entered during LiveScan and will be required during eCDR generation.

8) Click **Continue**.

Note: If an autopop error is displayed regarding a NJ license, select **NA** for the Driver License State field to save the NJ license to the complaint.

9) The Complaint tab will display. The complaint information will include information from the Livescan record. Update the complaint information.

10) Click **Continue**.

The screenshot shows the 'COMPLAINT 1214 2024 Shiv A. OOS' form. The 'Complaint' tab is selected. The form is divided into 'Complaint Details' and 'Additional Complaint Info' sections. The 'Complaint Details' section contains fields for Issue Date (9/1/2024), Date of Arrest (9/1/2024), Offense Date (9/1/2024), Police Case No. (100000003), Time (HH:MM:AM/PM), Assigned Agency (1214), Mun of Offense (1214 - NEW BRUNSWICK CITY), Agency ID (1214), Officer ID (5555), Co-Def Count, Serious Bodily Injury/Death (Select...), Domestic Violence Ind. (Y), and Military Status (Select...). The 'Additional Complaint Info' section has text boxes for 'Enter Co-Defendant, Case Notes, and Miscellaneous Information:' (with LiveScan Miscellaneous Number: 888888888888) and 'Enter Related Tickets/Complaints:'. At the bottom are '<< Back' and 'Continue >>' buttons.

Note: **Assigned Agency:** Enter the municipality of where the individual resides.

11) The Charges and Narratives tab will display. The charges information will include information from the Livescan record. Enter the narrative information for each charge.

12) Click **Continue**.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

DNA has been collected.

Charge Information

	Offense	Aux Offense	Drug Code	Degree	Offense Description	Delete
1	AC 13:18-3.5				TRIP PERMITS	

[Add Item](#)

FP Status: L PCN: 121419516998 DNA Collected: Yes

<< Back Continue >>

Note:

- To add additional offense(s), click **Add Item**. Click **Save**, after adding each offense.
- The Narrative field allows 1040 characters for each offense.
- Wording may be copied from other applications or use the Charge Manual. Charge Manual data does not exist for all charges. Please see the [CHARGE MANUAL](#) section, if necessary.
- DNA Collected, Drug Offender Restraining Act (DORA) and Sex Offender Restraining Order (SORO) fields will display for applicable offenses.

- 13) The Affidavit of Probable Cause tab will display. Complete the Affidavit of Probable Cause as required. If data is entered on the Affidavit of Probable Cause, select **By Signing Below...** (located at the bottom).
- 14) Click **Continue**.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

Affidavit of Probable Cause

Purpose: This Affidavit/Certification is to more fully describe the facts of the alleged offense so that a judge or authorized judicial officer may determine probable cause.

1. Description of relevant facts and circumstances which support probable cause that (1) the offense(s) was committed and (2) the defendant is the one who committed it:

Remaining: 2500 characters

2. I am aware of the facts above because: (Included, but not limited to: your observations, statements of eyewitnesses, defendant's admission, etc.)

Remaining: 1000 characters

3. If victim was injured, provide the extent of the injury:

Remaining: 1000 characters

Check here if this form was supplemented by oral testimony provided to the judicial officer.

By Signing below, I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

By checking this box, law enforcement officer signs this certification with an electronic signature.

Date: 10/21/2024

<< Back Save Continue >>

- 15) The **PLEIR** tab will display. Complete the Preliminary Law Enforcement Incident Report. Only the fields selected will display on the complaint. If data is entered, select **By Signing Below...** (located at the bottom).
- 16) Click **Continue**.

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

**Preliminary Law Enforcement Incident Report**

**Purpose:** The Preliminary Law Enforcement Incident Report (PLEIR) is intended to document basic information known to the officer at the time of its preparation. It is recognized that additional relevant information will emerge as an investigation continues. The PLEIR shall be in addition to, not in lieu of, any regular police arrest, incident, or investigation reports. Note that the PLEIR is specific to each defendant charged in an investigation. Review and check all statements that apply to the offense(s) charged.

- The offense involved domestic violence.
  - The Domestic Violence Central Registry was checked.
- ODARA was completed. **Select all items that apply:**
  - A weapon was used against this victim, or was threatened to be used.
  - The defendant has access to firearms.
  - The defendant attempted to or did strangle the victim during this incident or at any time prior thereto.
- Defendant characteristics. **Select all items that apply:**
  - The defendant has a history of mental illness (may include PTSD, depression, etc.)
  - The defendant exhibited suicidal behavior (such as excessive sadness or moodiness) or threatened self-injury during this incident or at any time prior thereto
  - The defendant has a history of stalking, harassment, or terroristic threats (toward any victim)
  - The defendant threatened to or did harm a household pet during this incident or at any time prior thereto
  - The defendant is unemployed or has a history of chronic unemployment.
- Relationship changes. **Select all items that apply regarding this defendant and this victim:**
  - Victim recently left defendant or informed defendant that he/she was ending the relationship
  - Victim is with a new intimate partner
  - There have been changes in custody of the children
- NARRATIVE
  - The offense involved a sexual crime.
  - The complaining officer personally observed the offense.
  - Another law enforcement officer(s) personally observed the offense. List the officer(s) and their badge#
  - The charge was based on the observations/statements made by an eyewitness(es).
  - The defendant made statements/admissions.
  - The offense/incident was recorded on some type of electronic/surveillance. **Select all items that apply:**
    - The defendant was known to the victim. **Select all items that apply:**
      - The defendant was a stranger to the victim.
      - Identification procedures were utilized. **Select all items that apply:**
        - The victim was injured. **Select all items that apply:**
          - A weapon was involved in the incident. **Select all items that apply:**
          - Physical evidence was seized/recovered. **Select all items that apply:**
            - The defendant attempted to conceal, discard or destroy evidence. Summarize
            - The defendant fled, attempted to flee, or otherwise resisted arrest. **Select all items that apply:**
              - The defendant operated a motor vehicle in a manner that endangered public safety.
              - Child(ren) were present at the time of the offense. **Select all items that apply:**
                - The defendant appeared to be under the influence of drugs or alcohol at the time of the offense.
                - The complaining officer/agency have reason to believe that the defendant is drug-dependent. Basis is: **Select all items that apply:**
                  - The case involved theft and/or stolen property. Explain The type of property which was stolen and/or possessed
                  - The case involved burglary of an occupied structure. The victim(s) were: **Select all items that apply:**
                    - A member of the public provided information to a 9-1-1 call center or dispatcher (or similar).
                    - The police received relevant information via radio from a 911 dispatcher (or similar).
                    - The case involves CDS and the evidence was recovered. **Select all items that apply:**
                      - The defendant attempted to threaten or intimidate victim(s) in the case. Summarize
                      - The defendant attempted to threaten or intimidate witness(es) in the case. Summarize
                      - The case involves a search warrant(s).
                      - The case involves a consent search.
                      - The investigation involved the seizure of one or more cellphones, computers or similar electronic devices. List the type of device(s) and total number of each recovered:
                      - Additional information relevant to the offense(s) charged:

By Signing below, I certify that the foregoing statements made by me are true to the best of my knowledge, information and belief. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

**By checking this box, law enforcement officer signs this certification with an electronic signature.**

Date: 10/21/2024

<< Back Save Continue >>

- 17) The Involved Person tab will display. Click **Add Item** to add an Involved Person, if applicable.
- 18) Click **Submit**.

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

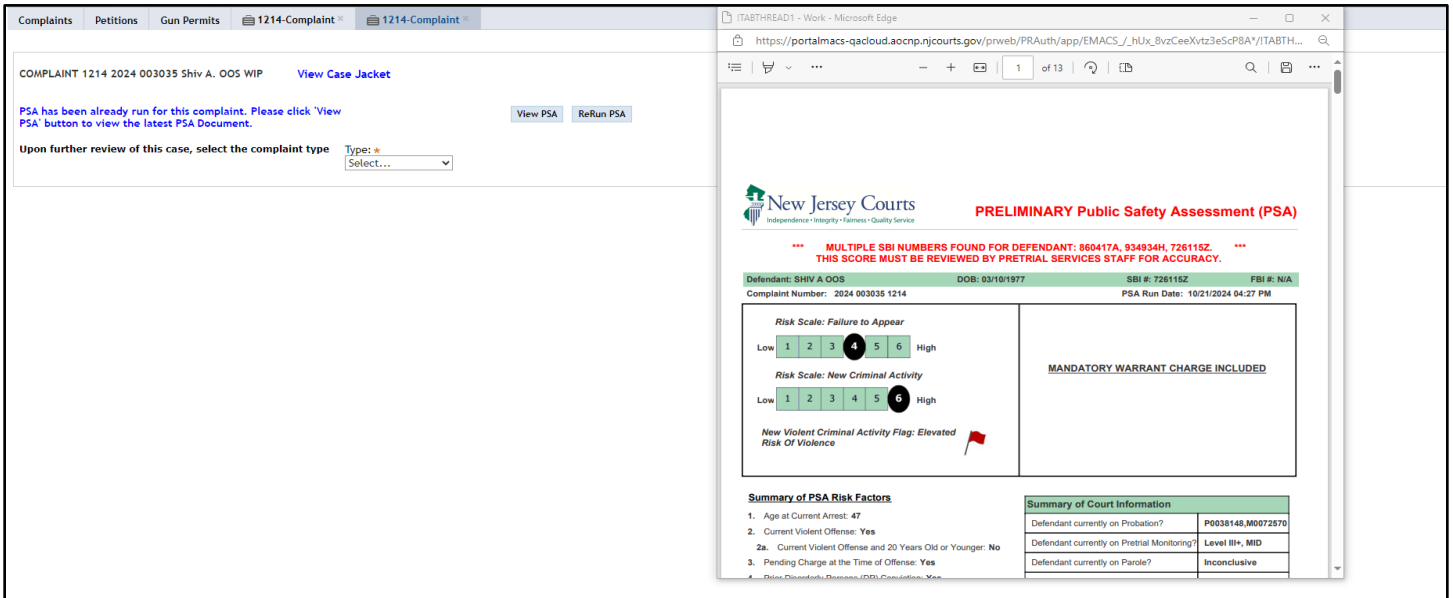
**Involved Persons**

| Type             | Name | Address | Delete |
|------------------|------|---------|--------|
| No Records Found |      |         |        |

+ Add Item

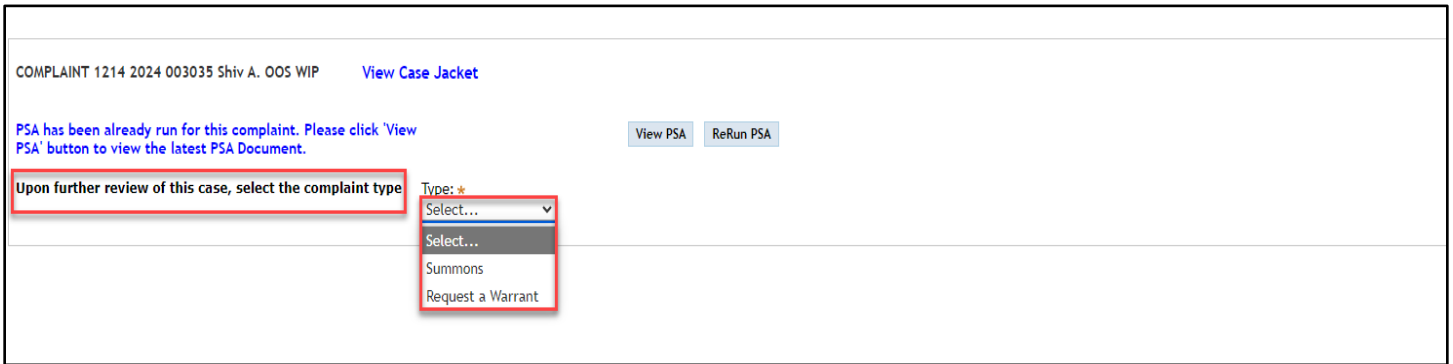
<< Back Submit

19) Upon submitting the complaint AND the Livescan record was associated to the complaint, the Preliminary Public Safety Assessment (PSA) will automatically run and be displayed.



20) The Confirmation screen will be displayed. Select the **Complaint Type** and complete the First Appearance Information.

Note: The 'First Appearance Information' section and 'Review Draft certification' button will be displayed after the complaint type is selected.



Note: The First Appearance Information will default based on the Complaint Type selected and the charges included on the complaint.

21) Click **Review Draft Certification**.



COMPLAINT 1214 2024 003210 Shiv A. OOS WIP [View Case Jacket](#)

PSA has been already run for this complaint. Please click 'View PSA' button to view the latest PSA Document. [View PSA](#) [ReRun PSA](#)

Upon further review of this case, select the complaint Type: \*  
Request a Warrant ▼

**First Appearance Info**

Appearance Required: Y Appearance Court: Central First Appearance/CJP

You must select the Review Draft Certification option to continue the process.

[Review Draft Certification](#) 


- 22) A draft of the complaint will be displayed and after review, close the complaint.
- 23) Submit the Complaint.
- 24) Click **Close** to exit complaint generation.

Note: The 'Back' option will allow you to return to the 'Defendant' tab. The complaint will remain in 'Work in Progress' (WIP) status and will not be submitted.

### ***COMPLAINT GENERATION WITHOUT USING LIVESCAN***

To generate a complaint without a LiveScan record:

- 1) Click **eCDR/eMACS - Case Processing - Complaint Entry**.
- 2) Select **Complaint Generation**.
- 3) Complete the **Complaint Entry** information.

**Complaint Entry** 

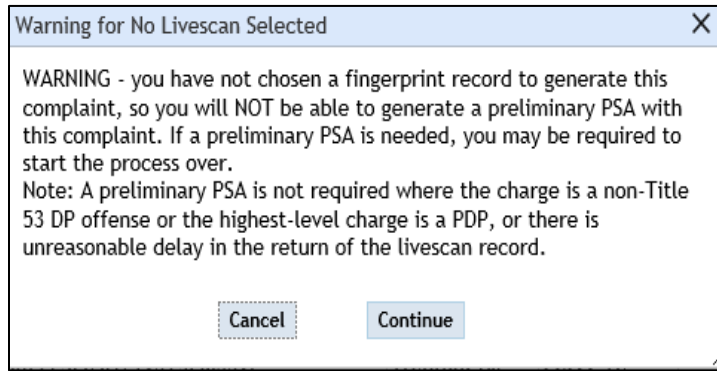
Complaint Generation  
 Citizen Complaint Generation

Domestic Violence Ind: \* DCJ Indicator: \* ?  
N ▼ N ▼

Request Order to Seal?  
N ▼

Complaint ID:  
Court: \* Type: Year:  
1214-NEW BRUNSWICK MUNICIPAL COURT ▼ **To Be Determined** 2024

- 4) Click **Continue**. A warning message will display for complaints generated without using a LiveScan record,
- 5) Click **Continue** (or **Cancel** to exit).



- 6) The Defendant tab will display. Enter the Defendant information. An asterisk indicates that information is required.

Note:

- **Last Name:** Enter two spaces after the last name for the Generation Qualifier, if applicable. Ex. Smith<space><space>Jr.
  - **Phone Number and Email address:** For complaints issued on or after 1/24/2020, systematic reminders will be sent to the defendant 4 days prior to the scheduled municipal court date. Work phone numbers will not receive a reminder.
- 7) When a Livescan record is not selected, the Fingerprint (FP Status) field must be completed by selecting one of the listed options.
  - 8) Click **Continue**.

| Date Of Arrest | Name           | Court Code | PCN          | DOB        | SBI Number | Address      | Charge       | Description  | Actions | Processed |
|----------------|----------------|------------|--------------|------------|------------|--------------|--------------|--|---------|-----------|
| 3/11/2024      | KUNL1 A YUNIS1 | 1214       | 121429721095 | 02/05/1980 | 544695T    | Trenton, NJ  | 2C:14-2A(4)  | AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON | Actions |           |
| 3/8/2024       | JANE DOE       | 1214       | 121419721999 | 02/05/1988 | 434675R    | Trenton, NJ  | 2C:29-9E     | CONTEMPT - VIOLATE ERPO                              | Actions |           |
| 3/8/2024       | JANE DOE       | 1214       | 121419721987 | 02/05/1988 | 434675R    | Trenton, NJ  | 2C:12-1.1    | KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI   | Actions | ✓         |
| 3/6/2024       | Ben A Charles  | 1214       | 121419516886 | 02/20/1979 | 357429S    | TRENTON, NJ  | 2C:20-11B(1) | SHOPLIFTING-TAKE MERCH W/O PAYING                    | Actions | ✓         |
| 3/6/2024       | Erica Smith    | 1214       | 121419721886 | 02/20/1996 | 357429E    | TRENTON, NJ  | 2C:20-11B(1) | SHOPLIFTING-TAKE MERCH W/O PAYING                    | Actions | ✓         |
| 3/5/2024       | Eric R Barone  | 1214       | 121429721246 | 04/30/1952 | 759392B    | Hamilton, NJ | 2C:14-2A(4)  | AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON | Actions | ✓         |
| 3/2/2024       | MYCDR TESTING  | 1214       | 024659358533 | 01/29/1983 | 898989C    | TRENTON, NJ  | 2C:20-10.1A  | THEFT OF A MOTOR VEHICLE = VALUE >/= \$75,000        | Actions | ✓         |
| 3/1/2024       | HOOD C ROBIN   | 1214       | 121419721459 | 02/05/1988 | 434644R    | Trenton, NJ  | 2C:12-1.1    | KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI   | Actions | ✓         |
| 2/29/2024      | Test Pgcasemsg | 1214       | 121419721458 | 02/05/1988 | 434688R    | Trenton, NJ  | 2C:12-1.1    | KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI   | Actions |           |
| 2/29/2024      | Pgcasemsg Test | 1214       | 121419721455 | 02/05/1988 | 434688R    | Trenton, NJ  | 2C:12-1.1    | KNOWINGLY LEAVE SCENE OF ACCIDENT RESULTING IN SBI   | Actions |           |

- 9) The Defendant tab will display. Enter the defendant information. An asterisk indicates that information is required.

10) Click **Continue**.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

Please enter Social Security Number And/Or Driver's License Number If Known

**Defendant Information**

Drivers License #:  State:  DOB:  SSN:

03/10/1977 333444555

First Name: \*  MI:  Last Name: \*

Shiv A OOS

**Alias**

| Alias First Name | MI | Alias Last Name | Alias SSN | Alias DOB | Delete |
|------------------|----|-----------------|-----------|-----------|--------|
| No Records Found |    |                 |           |           |        |

[Add Item](#)

**Defendant Address & Other Identifiers**

Address: \*  Address 2:  Phone Number:  The cell/home number will be used for future court date notifications

654 Market Street

City: \*  State: \*  Zip: \* +4:

Trenton NJ - NEW JERSEY 08111 1234

Hispanic or Latino? \*  Race: \*  Hair:  Gender:

No Unknown 7 - White M - Male

Eye Color:  Weight:  Height:  Inches

1 - Black 185 1 Ft. ... Inches

FP IND:  SBI #:  Employment Status:

Y 7261152 Select...

Email:  The email will be used for future court date notifications

[Continue >>](#)

Note: If an autopic error is displayed regarding a NJ license, select **NA** for the Driver License State field to save the NJ license to the complaint.

- 11) The Complaint tab will display. Enter the complaint information. An asterisk indicates that information is required.
- 12) Click **Continue**.

Note: **Assigned Agency:** Enter the municipality of where the individual resides.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

**Complaint Details**

Issue Date:  Offense Date: \*  Time:

9/1/2024 9/1/2024 HH MM AM/PM

Date of Arrest:  Police Case No:  Assigned Agency: \*

9/1/2024 1000000003 1214

Mun of Offense:  Co-Def Count:  Domestic Violence Ind:

1214 - NEW BRUNSWICK CITY 0 Y

Agency ID: \* Officer ID: \*  Serious Bodily Injury/Death: \*  Military Status: \*

1214 5555 Select... Select...

DCJ Indicator: \*

N

**Additional Complaint Info**

Enter Co-Defendant, Case Notes, and Miscellaneous Information:

LiveScan Miscellaneous Number: 888888888888

Enter Related Tickets/Complaints:

[<< Back](#) [Continue >>](#)

- 13) The Charges and Narratives tab will display. Click **Add Item** to add an offense.
- 14) Enter the offense number/description and complete the **Charges and Narratives** information.
- 15) Click **Continue**.


COMPLAINT 1214 2024 Shiv A. OOS

Defendant | Complaint | **Charges and Narratives** | Affidavit of Probable Cause | PLEIR | Involved Persons

**Charge Information**

| Offense          | Aux Offense | Drug Code | Degree | Offense Description | Delete |
|------------------|-------------|-----------|--------|---------------------|--------|
| No Records Found |             |           |        |                     |        |

[Add Item](#)

FP Status:   PCN:

<< Back | Continue >>

**Note:**

- The Fingerprint (FP status) will display the value that was previously selected during complaint entry but can be modified, if necessary.
- To add additional offense(s), click **Add Item**. Click **Save**, after adding each offense.
- The Narrative field allows 1040 characters for each offense.
- Wording may be copied from other applications or use the Charge Manual. Charge Manual data does not exist for all charges. Please see the [CHARGE MANUAL](#) section, if necessary.
- DNA Collected, Drug Offender Restraining Act (DORA) and Sex Offender Restraining Order (SORO) fields will display for applicable offenses.
- Click **Back** to modify Defendant and/or Complaint information.

- 16) The Affidavit of Probable Cause tab will display. Complete the Affidavit of Probable Cause. If data is entered on the Affidavit of Probable Cause, select **By Signing Below...** (located at the bottom).
- 17) Click **Continue**.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives **Affidavit of Probable Cause** PLEIR Involved Persons

**Affidavit of Probable Cause**  
 Purpose: This Affidavit/Certification is to more fully describe the facts of the alleged offense so that a judge or authorized judicial officer may determine probable cause.

1. Description of relevant facts and circumstances which support probable cause that (1) the offense(s) was committed and (2) the defendant is the one who committed it: X

Remaining: 2500 characters

2. I am aware of the facts above because: (Included, but not limited to: your observations, statements of eyewitnesses, defendant's admission, etc.) X

Remaining: 1000 characters

3. If victim was injured, provide the extent of the injury: X

Remaining: 1000 characters

Check here if this form was supplemented by oral testimony provided to the judicial officer.  
 By Signing below, I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.  
 By checking this box, law enforcement officer signs this certification with an electronic signature.

Date: 10/22/2024

<< Back Save Continue >>

- Note:
- Save: Saves the information.
  - Back: Moves to the previous tab. Once **Back** is selected, click **Continue** to move forward.
- 18) The **PLEIR** tab will display. Complete the Preliminary Law Enforcement Incident Report. Only the fields selected will display on the complaint. If data is entered on the PLEIR, select **By Signing Below...** (located at the bottom).
- 19) Click **Continue**.

Defendant Complaint Charges and Narratives Affidavit of Probable Cause **PLEIR** Involved Persons

**Preliminary Law Enforcement Incident Report**  
 Purpose: The Preliminary Law Enforcement Incident Report (PLEIR) is intended to document basic information known to the officer at the time of its preparation. It is recognized that additional relevant information will emerge as an investigation continues. The PLEIR shall be in addition to, not in lieu of, any regular police arrest, incident, or investigation reports. Note that the PLEIR is specific to each defendant charged in an investigation.  
 Review and check all statements that apply to the offense(s) charged.

The offense involved domestic violence.  
 The offense involved a sexual crime.  
 The complaining officer personally observed the offense.  
 Another law enforcement officer(s) personally observed the offense. List the officer(s) and their badge#   
 The charge was based on the observations/statements made by an eyewitness(es).  
 The defendant made statements/admissions.  
 The offense/incident was recorded on some type of electronic/surveillance. **Select all items that apply:**  
 The defendant was known to the victim. **Select all items that apply:**  
 The defendant was a stranger to the victim.  
 Identification procedures were utilized. **Select all items that apply:**  
 The victim was injured. **Select all items that apply:**  
 A weapon was involved in the incident. **Select all items that apply:**  
 Physical evidence was seized/recovered. **Select all items that apply:**  
 The defendant attempted to conceal, discard or destroy evidence. Summarize   
 The defendant fled, attempted to flee, or otherwise resisted arrest. **Select all items that apply:**  
 The defendant operated a motor vehicle in a manner that endangered public safety.  
 Child(ren) were present at the time of the offense. **Select all items that apply:**  
 The defendant appeared to be under the influence of drugs or alcohol at the time of the offense.  
 The complaining officer/agency have reason to believe that the defendant is drug-dependent. Basis is: **Select all items that apply:**  
 The case involved theft and/or stolen property. Explain the type of property which was stolen and/or possessed   
 The case involved burglary of an occupied structure. The victim(s) were: **Select all items that apply:**  
 A member of the public provided information to a 9-1-1 call center or dispatcher (or similar).  
 The police received relevant information via radio from a 911 dispatcher (or similar).  
 The case involves CDS and the evidence was recovered. **Select all items that apply:**  
 The defendant attempted to threaten or intimidate victim(s) in the case. Summarize   
 The defendant attempted to threaten or intimidate witness(es) in the case. Summarize   
 The case involves a search warrant(s).  
 The case involves a consent search.  
 The investigation involved the seizure of one or more electronic devices. List the type of device(s) and total number of each recovered:   
 Additional information relevant to the offense(s) charged:

By Signing below, I certify that the foregoing statements made by me are true to the best of my knowledge, information and belief. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.  
 By checking this box, law enforcement officer signs this certification with an electronic signature.

Date: 10/22/2024

<< Back Save Continue >>

Note:

- Save: Saves the information.
- Back: Moves to the previous tab. Once **Back** is clicked, click **Continue** to move forward.

20) The Involved Person tab will display. Click **Add Item** to add an Involved Person, if applicable.

21) Click **Submit**.

COMPLAINT 1214 2024 Shiv A. OOS

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

Involved Persons

| Type             | Name | Address | Delete |
|------------------|------|---------|--------|
| No Records Found |      |         |        |

[Add Item](#)

<< Back Submit

22) The Confirmation screen will be displayed. Select the **Complaint Type** and complete the First Appearance Information.

Note: The 'First Appearance Information' section and 'Review Draft certification' button will be displayed after the complaint type is selected.

COMPLAINT 1214 2024 003036 Shiv A. OOS WIP [View Case Jacket](#)

Upon further review of this case, select the complaint type

Type: \*  
Select...  
Select...  
Summons  
Request a Warrant

Note: The First Appearance Information will default based on the Complaint Type selected and the charges included on the complaint.

23) Click **Review Draft Certification**.

COMPLAINT 1214 2024 003036 Shiv A. OOS WIP [View Case Jacket](#)

Upon further review of this case, select the complaint type Type: \*

**First Appearance Info**

|                           |   |
|---------------------------|---|
| Appearance Required:<br>Y | Appearance Court:<br>Central First Appearance/CJP |
|---------------------------|---|

You must select the Review Draft Certification option to continue the process.

←

- 24) A draft of the complaint will be displayed and after review, close the complaint.
- 25) Submit the Complaint.
- 25) Click **Close** to exit complaint generation.

***ETRO***

When the Domestic Violence Indicator is a Yes and the user has security access to the Electronic Temporary Restraining Order (eTRO) system, the **Proceed to eTRO** button will display on the confirmation screen. The system will copy information from the complaint to create a temporary restraining order. Please refer to the eTRO manual for additional instruction.

Complaints | Petitions | **0805-Complaint**

COMPLAINT 0805 2019 000989 Selma A. YUNIS1 HELD [View Case Jacket](#)

Complaint successfully created. Select an option below or press Close to allow other users to access this complaint.

**ATTENTION-PURSUANT TO AG DIRECTIVE NO.2016-6 SECTION 4.2.3, LAW ENFORCEMENT AGENCIES ARE STRONGLY ENCOURAGED TO UTILIZE THE JUDICIARY eTRO WHEN SEEKING A DOMESTIC VIOLENCE RESTRAINING ORDER**

***CITIZEN COMPLAINT GENERATION***

To generate a complaint on behalf of a private citizen AND where a complaint number has not been previously assigned.

To generate a citizen complaint:

- 1) Click **eCDR/eMACS - Case Processing - Complaint Entry**.
- 2) Select **Citizen Complaint Generation**.
- 3) Complete the **Complaint Entry** information. The officer ID will default to 9999.
- 4) Click **Continue**.

Complaints Petitions 0805-Complaint

**Complaint Entry**

Complaint Generation

Citizen Complaint Generation

Domestic Violence Ind. \*

Select... ▼

Complaint ID:

Court: Type: \* Year:

0805 Select... ▼ 2020

Agency ID/Officer ID:

Agency: Officer:

0805 9999

**Quick Copy From**

Quick Entry From: Using quick entry will not allow you to use a livescan (fingerprint) record to generate this complaint.

LiveScan Arrest List

Refresh list Search By PCN

- 5) Complete the defendant information.
- 6) Complete the remaining fields, as required.
- 7) Click **Continue**.

Note: If the Public Official or Candidate for Public Office box is selected as **Yes** and the charge is a Disorderly Persons offense, the complaint requires a Prosecutor Review.

Complaints Petitions 0805-Complaint 0805-Complaint

COMPLAINT 0805 S 2020

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

Please enter Social Security Number And/Or Driver's License Number if Known

Defendant Information

Drivers License #: State: DOB: SSN:

mm/dd/yyyy

Public official or candidate for public office \*

Select... ▼

Select... ▼

Yes

No

Alias

| Alias First Name | MI | Alias Last Name | Alias SSN | Alias DOB | Delete |
|------------------|----|-----------------|-----------|-----------|--------|
| No Records Found |    |                 |           |           |        |

Add Item

Defendant Address & Other Identifiers

Address: \* Address 2: Phone Number:

City: \* State: \* Zip: \* +4:

The cell/home number will be used for future court date notifications

Race/Ethnic: Hair: Gender:

- 8) Complete the remaining sections. The Certification check box validation on the PLEIR screen is not required for citizen complaints.
- 9) Click **Submit** on the Involved Persons tab and the confirmation screen will display.
- 10) A complaint number will generate and display. Click **Review Draft Certification**.

Complaints Petitions 0805-Complaint

COMPLAINT 0805 2019 001014 citcomplain yes public WIP [View Case Jacket](#)

You must select the Review Draft Certification option to continue the process.

Review Draft Certification

Close



11) The complaint draft will display. Review complaint and close the complaint.

Note: Close: Closes the confirmation window and the complaint will be a work in progress (WIP).

12) A preview of the complaint will display. An electronic signature is not available for a citizen complaint.

13) After review, click **X** to close the complaint window.

14) Select the verification box and click **Submit to Court**.

Complaints | Petitions | 0805-Complaint X

COMPLAINT 0805 S 2020 000188 ALEXS A. ANDERSSON WIP [View Case Jacket](#)

You must select the Review Draft Certification option to continue the process.

[Review Draft Certification](#)

I have verified that the complainant has signed the complaint, thereby certifying that the information the complainant provided is true to the best of his or her knowledge.

I am electronically certifying this complaint to the court. [Submit to Court](#)

Do not file this complaint to the court at this time. [Close](#)

Note:

- All Indictables and Disorderly Persons (DP) complaints involving a Public Official or Candidate for Public Office will require [PROSECUTOR REVIEW](#).

Complaints | Petitions | 0805-Complaint X

COMPLAINT 0805 S 2020 000187 WIP [View Case Jacket](#)

You must select the Review Draft Certification option to continue the process.

[Review Draft Certification](#)

I have verified that the complainant has signed the complaint, thereby certifying that the information the complainant provided is true to the best of his or her knowledge.

Submit to county prosecutor for review. [Submit For Review](#)

I am electronically certifying this complaint to the court. [Submit to Court](#)

Do not file this complaint to the court at this time. [Close](#)

15) A preview of the complaint will display. An electronic signature is not available for a citizen complaint. Once the complaint has been reviewed, click **Close**.

Complaints | Petitions | 0805-Complaint X

COMPLAINT 0805 S 2020 000188 HELD [View Case Jacket](#)

Complaint successfully created. Select an option below or press Close to allow other users to access this complaint.

[Quick Entry](#) [Create New Complaint](#) [Close](#)

Note:

- [SERVICE](#) should be completed AFTER Probable Cause is determined on a Summons complaint.

### ***QUICK COPY FROM***

Allows users to generate a complaint using complaint information previously entered. Users will not have the option to use a LiveScan record when using Quick Copy From.

To copy from a complaint:

- 1) Click **eCDR/eMACS - Case Processing - Complaint Entry**.
- 2) Complete the **Complaint Entry** information.
- 3) Under Quick Copy From, select **Quick Entry From**: The LiveScan Arrest List will not display.
- 4) Enter the Complaint information in **Copy Complaint From** fields.
- 5) Select the portion of the complaint to be copied.
- 6) Click **Continue** to complete the complaint generation process.

eCDR/eMACS CASE JACKET

0805-Complaint

#### Complaint Entry

Complaint Generation  
 Citizen Complaint Generation

**Domestic Violence Ind:** \*  
N

**Complaint ID:**  
Court: 0805 Type: Summons Year: 2018

**Agency ID/Officer ID:**  
Agency: 0805 Officer: 301

#### Quick Copy From

Quick Entry From: Using quick entry will not allow you to use a livescan (fingerprint) record to generate this complaint.

Copy Complaint From: Court: 0805 Prefix: s Year: 2018 Seq. #: 57

Defendant  
 Charges and Narratives  
 Entire Complaint

Continue

## VI. COMPLAINT MAINTENANCE

### COMPLAINT MODIFY

Modify will not display as an option once the complaint has been processed by the court.

To modify a complaint:

- 1) Under My Cases, select **Actions – Modify** next to the complaint.

The screenshot shows the 'My Cases (Municipal)' interface. At the top, there is a search bar for 'Case Search (Municipal)' with fields for Court, Type, Year, and Number. Below this is a table of cases. The table has columns: Date Created, Court, Complaint #, Defendant Name, DCJ Ind, Entered By, Reviewer, Status, Sealed, Locked By, and Actions. The 'Actions' column for the first row is expanded, showing options: Open, Copy, Print, Delete, Modify (highlighted with a red box), Review, View Case Jacket, and View MugShot. The table also includes a 'Filter Beyond Last 7 Days' button and pagination information (Page 5 of 5).

- 2) The complaint information will be displayed. Modify the necessary information and click **Save**.

The screenshot shows the 'Modify the Complaint' form for complaint 1214 2024 003366. The form is divided into several sections: 'Defendant Information' (Drivers License #, State, DOB, SSN, First Name, Last Name), 'Alias' (table with columns for Alias First Name, MI, Alias Last Name, Alias SSN, Alias DOB, and Delete), and 'Defendant Address & Other Identifiers' (Address, City, State, Phone Number, Zip, Gender, Height, Weight, SBI #, Email). The form includes 'Save' and 'Close' buttons at the bottom.

Note: Navigate to the section of complaint by clicking the tab name. Click **Save** on each section that is modified.

## LIVESCAN AFTER COMPLAINT GENERATION

The Livescan arrest record should be linked to a complaint after the complaint has been entered into eCDR if the Livescan record has not returned before the complaint was generated. This process is also known Backlinking.

This should be done:

- When an arrest has been made on an outstanding warrant and the defendant must appear at Central First Appearance/CJP court, or
- When a summons was issued but the defendant was never fingerprinted and they have appeared at Central First Appearance/CJP court, or
- When the Livescan record has been unreasonably delayed and the complaint had to be entered without the Livescan Arrest Record linkage.

To link a complaint:

- 1) Under Case Search, enter the complaint number and click **Search**.

The screenshot shows the eCDR Case Search interface. The 'Case Search (Municipal)' section is highlighted with a red box. It contains a search form with the following fields: Court (1214), Type (W), Year (2023), and Number (000016). A 'Search' button is located to the right of the Number field. Below the search form, the 'My Cases (Municipal)' section is visible, showing a table with columns for Case, Court, and Defendant. The first row shows Case: 1214 W 2023 000016, Court: 1214, and Defendant: [redacted]. The status is WARR. An 'Actions' dropdown menu is visible next to the case entry.

- 2) Under Actions, select **FingerPrint**. If a case has already been connected to a LiveScan record, the fingerprint option will not display.

[Law Enforcement LiveScan - Frequently Asked Questions.](#)  
[eCDR Quick Reference and Troubleshooting Guide.](#)  
[eCDR Powerpoint.](#)  
[How to Modify and Submit a complaint from My Cases worklist.](#)  
[PCSAM: Inquiry Guide](#)  
[PCSAM: Execute Warrant](#)

All State Agencies, including State Police have been converted to the New eCDR system. Please see below for helpful hints on accessing and using the new system.

- For all State Agency users, type the 'court code' or 'court name' in the field at the top of the screen, to begin the complaint.
- Select the court code from the drop down list. The system will display a Home and Case Processing Tabs at the top of the screen.
- Click the Case Processing tab and then click on the 'Complaint Entry' link.

**Case Search (Municipal)**

Court: \* Type: Year: \* Number: \*

1214 W 2023 000016 Search

Case: 1214 W 2023 000016 Court: 1214 Defendant: Status: WARR

**My Cases (Municipal)**

Refresh list Filter Beyond Last 7 Days

Actions  
Copy  
Print  
Review  
FingerPrint

### 3) Enter the Officer ID.

AUTOMATED TRIAL COURT SYSTEMS User: My Account Help Exit

New Jersey Courts  
Independence • Integrity • Fairness • Quality Service

eCDR/eMACS CASE JACKET Municipal Quick Search

Complaints Petitions Gun Permits 1214-FingerPrint

WARNING - Complaint has an outstanding warrant and will automatically be executed in ACS. Please enter your Badge ID.

**Complaint Details**

Case: 1214 W 2023 000016 Court: 1214 Defendant: ANTHONY R. SMITHSONIAN Status: WARR Agency ID: 1214 Officer ID: 1111

**Court Appearance Details**

Appearance Required: Y Appearance Court: Central First Appearance/CJP

LiveScan Arrest List

### 4) Select the Livescan record and click **Submit**.

AUTOMATED TRIAL COURT SYSTEMS

New Jersey Courts  
Independence • Integrity • Fairness • Quality Service

WARNING - Complaint has an outstanding warrant and will automatically be executed in ACS. Please enter your Badge ID.

**Complaint Details**

Case: 1214 W 2023 000016 Court: 1214 Defendant: ANTHONY R. SMITHSONIAN Status: WARR Agency ID: 1214 Officer ID: 1111

**Court Appearance Details**

Appearance Required: Y Appearance Court: Central First Appearance/CJP

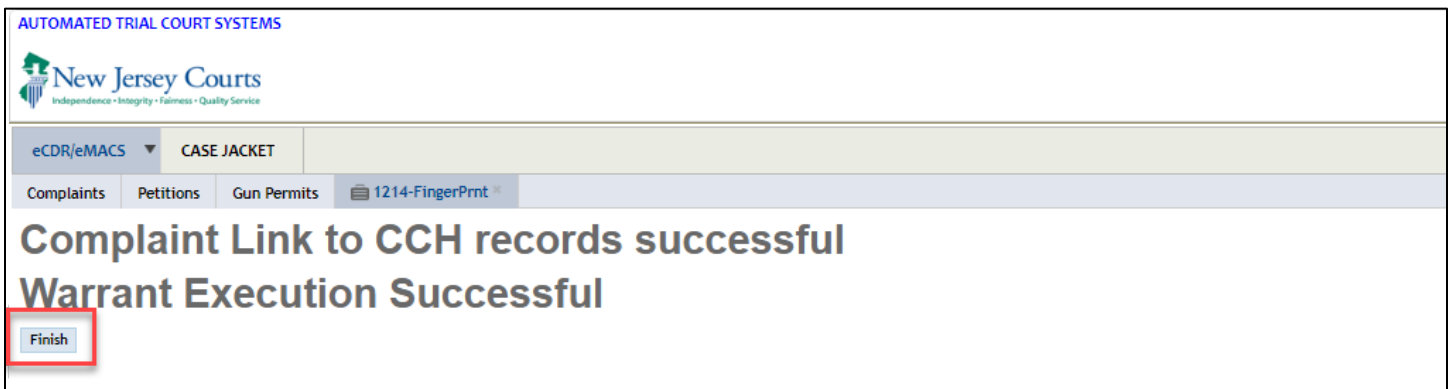
LiveScan Arrest List

Refresh list Search By PCN Page 1 of 3

|                                  | Date Of Arrest | Name | Court Code | PCN          | DOB        | SBI Number | Address     | Charge      | Description  | Actions | Processed |
|----------------------------------|----------------|------|------------|--------------|------------|------------|-------------|-------------|--|---------|-----------|
| <input type="radio"/>            | 11/6/2024      |      | 1214       | 507247092612 | 01/01/1985 | 921129A    | Trenton, NJ | 2C:11-3A(1) | MURDER - PURPOSELY                                   | Actions |           |
| <input type="radio"/>            | 11/3/2024      |      | 1214       | 507247091216 | 01/01/1985 | 921129A    | Trenton, NJ | 2C:11-3A(1) | MURDER - PURPOSELY                                   | Actions |           |
| <input checked="" type="radio"/> | 11/1/2024      |      | 1214       | 507247091058 | 01/01/1985 | 921129A    | Trenton, NJ | 2C:11-3A(1) | MURDER - PURPOSELY                                   | Actions |           |
| <input type="radio"/>            | 10/20/2024     |      | 1214       | 121479334810 | 06/06/1985 | 240701J    | Trenton, NJ | 2C:14-2A(4) | AGG SEX ASSAULT-D ARMED W/ & THREATENS USE OF WEAPON | Actions | ✓         |
| <input type="radio"/>            | 10/1/2024      |      | 1214       | 507247090203 | 11/16/1983 | 587488D    | Trenton, NJ | 2C:11-3A(1) | MURDER - PURPOSELY                                   | Actions | ✓         |
| <input type="radio"/>            | 9/1/2024       |      | 1214       | 507247091226 | 04/08/1987 | 294593D    | Trenton, NJ | 2C:11-3A(1) | MURDER - PURPOSELY                                   | Actions | ✓         |

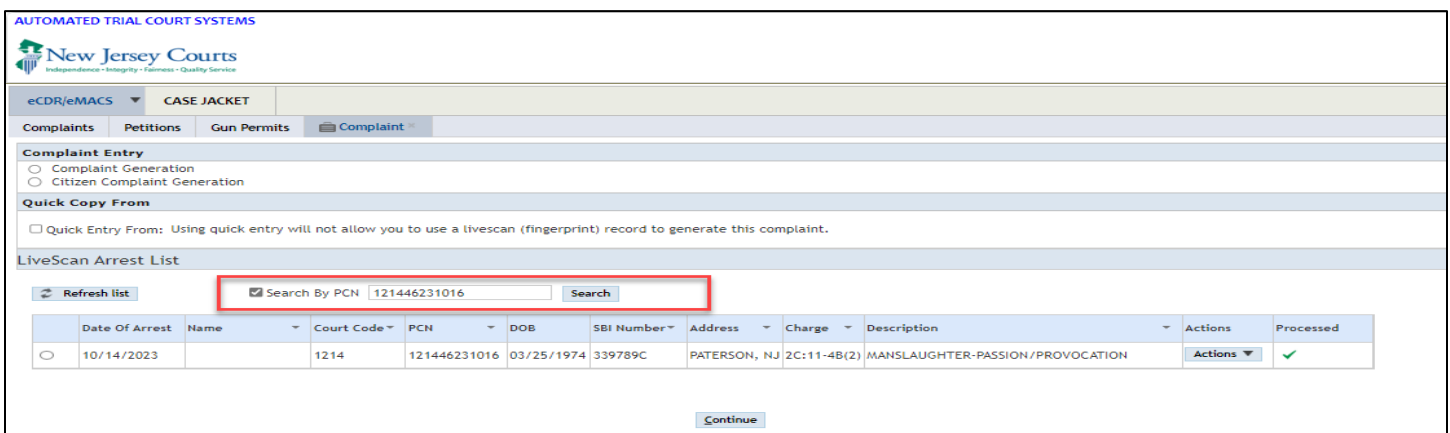
Submit

- 5) A Confirmation screen will display. Click **Finish**. The complaint will now be linked to the CCH arrest record and eCDR will automatically execute the warrant after linking to LiveScan.



**Note:**

- Any additional complaints associated to the outstanding warrant will also be executed.
- Search by PCN allows Law Enforcement to search for a LiveScan record by the Process Control Number (PCN).
- Enter the PCN and click Search. The LiveScan record will be displayed. Select the LiveScan record and click Continue.



***SERVICE***

Service should be completed AFTER Probable Cause is determined on a Citizen Complaint Summons.

To complete service:

- 1) Under My Cases, click **Actions – Service** next to the complaint.

My Cases (Municipal)

Refresh list Filter Beyond Last 7 Days Page 1 of 5

|   | Date Created | Court | Complaint #        | Defendant Name | DCJ Ind | Entered By | Reviewer  | Status     | Sealed | Locked By | Actions   |
|---|--------------|-------|--------------------|----------------|---------|------------|-----------|------------|--------|-----------|---|
| ▶ | 02/27/2020   | 0805  | 0805 S 2020 000188 |                | N       | pd0805a    |           | ACTI       | N      |           | Actions   |
| ▶ | 02/27/2020   | 0805  | 0805 S 2020 000187 |                | N       | pd0805a    |           | WIP        | N      |           | Service<br>Copy<br>Print<br>Review<br>View Case Jacket<br>Actions |
| ▶ | 02/27/2020   | 0805  | 0805 S 2020        |                | N       | pd0805a    |           | Incomplete | N      |           |   |
| ▶ | 02/27/2020   | 0805  | 0805 S 2020 000186 |                | N       | pd0805a    |           | WIP        | N      |           |   |
| ▶ | 02/27/2020   | 1111  | 1111 W 2020 000012 |                | N       | pd0805a    | PDC 0805a | ACTI       | N      |           |   |
| ▶ | 02/26/2020   | 1103  | 1103 W 2020 000014 |                | N       | pd0805a    | PDC 0805a | ACTI       | N      |           | Actions   |

2) Complete the form of service and click **Submit**.

Complaints Petitions 0805-Complaint

COMPLAINT 0805 S 2020 000188 ALEXA A. ANDERSSSEN ACTI

I certify that I served the complaint-summons by delivering a copy to the defendant personally.

I certify that I personally served the complaint-summons by leaving a copy at the defendant's usual place of abode with a competent member of the household of the age 14 or over.

I certify that I mailed a copy of the complaint-summons by ordinary mail to the defendant at his or her last known address.

I certify that I served the complaint-summons by delivering a copy to a person authorized to receive service of process on the defendant's behalf.

Other manner of service: I certify that I served the complaint-summons in the following manner:

I certify that I was unable to serve the complaint-summons.

**I am electronically certifying Return Service Type.**

Submit

Exit Return Service Type certification.

Close

Note:

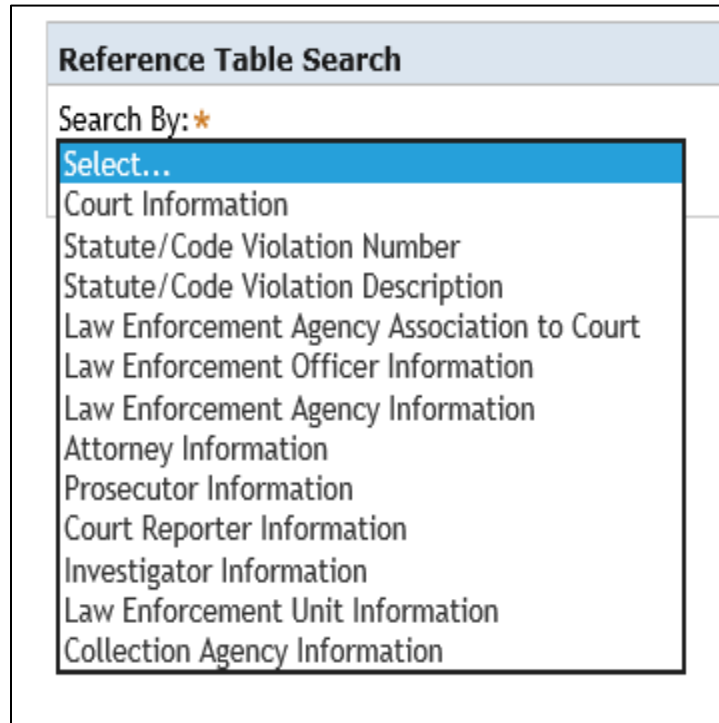
- Close: Closes the service window without service being completed.

## VII. REFERENCE TABLE SEARCH

Displays the reference tables. There are 12 table options in which a search can be performed.

To access Reference Tables:

- 1) Click **eCDR/eMACS – Table Search**.



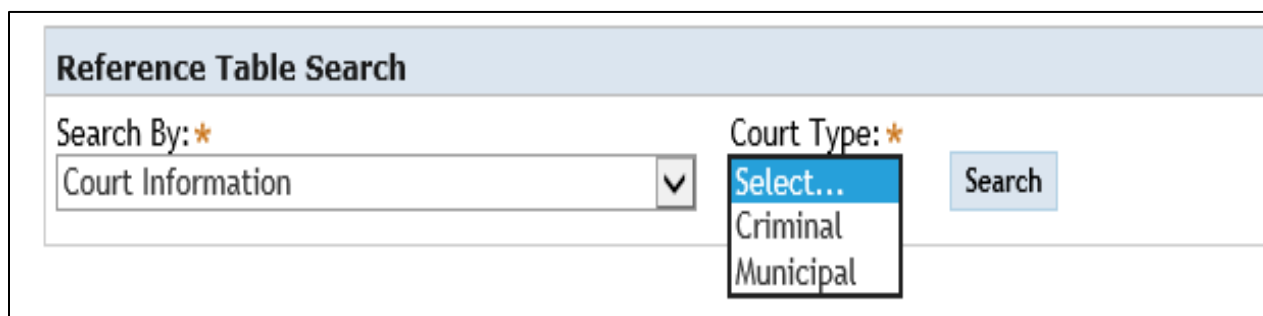
The screenshot shows a window titled "Reference Table Search". Below the title is a label "Search By: \*" followed by a dropdown menu. The dropdown menu is open, showing a list of 12 options: "Select...", "Court Information", "Statute/Code Violation Number", "Statute/Code Violation Description", "Law Enforcement Agency Association to Court", "Law Enforcement Officer Information", "Law Enforcement Agency Information", "Attorney Information", "Prosecutor Information", "Court Reporter Information", "Investigator Information", "Law Enforcement Unit Information", and "Collection Agency Information". The "Select..." option is highlighted in blue.

### ***COURT INFORMATION***

Displays address, phone number, and other details for a Criminal or Municipal Court.

To search for Court information:

- 1) Select **Court Information** from the **Search By** dropdown.
- 2) Select **Court Type**.



The screenshot shows the "Reference Table Search" form. The "Search By: \*" dropdown menu is set to "Court Information". To the right, the "Court Type: \*" dropdown menu is open, showing "Select...", "Criminal", and "Municipal" options. A "Search" button is visible to the right of the "Court Type" dropdown.



Note: When **Criminal** is selected as the **Court Type**, the county must be selected.

**Reference Table Search**

Search By: \*  
Court Information

Court Type: \*  
Criminal

County: \*  
Select...

Search

- ATL - ATLANTIC
- BER - BERGEN
- BUR - BURLINGTON
- CAM - CAMDEN
- CPM - CAPE MAY
- CUM - CUMBERLAND
- ESX - ESSEX
- GLO - GLOUCESTER
- HUD - HUDSON
- HNT - HUNTERDON
- MER - MERCER
- MID - MIDDLESEX
- MON - MONMOUTH
- MRS - MORRIS
- OCN - OCEAN
- PAS - PASSAIC
- SLM - SALEM
- SOM - SOMERSET
- SSX - SUSSEX
- UNN - UNION
- WRN - WARREN

Note: When **Municipal** is selected as the **Court Type**, the **Court Code/Name** and **Year** must be entered.

**Reference Table Search**

Search By: \*  
Court Information

Court Type: \*  
Municipal

Court: \*  
[ ]

Year: \*  
[ ]

Search

3) Click **Search**. The court information will display.

### Court Information - Criminal

**Reference Table Search**

Search By: \*  
Court Information

Court Type: \*  
Criminal

County: \*  
BUR - BURLINGTON

Search

Print

**BURLINGTON COUNTY - CRIMINAL DIVISION**

**Court Information**

|   |  |  |                                       |
|---|--|--|---------------------------------------|
| Court Address:<br>CRIMINAL COURTS, 49 RANCOGAS ROAD | City:<br>MT HOLLY                            | State:<br>NJ                               | Zip:<br>08060                         |
| Phone:<br>(609) 518-2565                            | Alternate Phone:<br>(609) 288-9500 EXT 38081 |  |                                       |
| Division Manager:<br>SHANNON DENISE-BUDENAS         | Division Manager Phone:<br>(609) 518-2578    | County Clerk:<br>JUDE DEL PREORE           | County Clerk Phone:<br>(609) 518-2510 |
| Victim Coordinator:<br>CHRISTINA PRESSEY            | Victim Coordinator Phone:<br>(609) 265-5048  | Prosecutor:<br>DENNIS CALO, SPL DAG ACTING | Prosecutor Phone:<br>(609) 265-5035   |

**Additional Court Information**

|                                |                                 |  |                                    |
|--------------------------------|---------------------------------|--|------------------------------------|
| Currently Available:<br>ACTIVE | Case Sequence Number:<br>030099 | Court Office Sequence Number:<br>00906 | Bondsman Sequence Number:<br>00010 |
| SPN Number:<br>063387          |                                 |  |                                    |

## Court Information - Municipal

| Reference Table Search         |                           |                         |                                       |
|--------------------------------|---------------------------|-------------------------|---------------------------------------|
| Search By: *                   | Court Type: *             | Court: *                | Year: *                               |
| Court Information              | Municipal                 | 0714                    | 2019                                  |
|                                |                           |                         | <input type="button" value="Search"/> |
|                                |                           |                         | <input type="button" value="Print"/>  |
| <b>NEWARK MUNICIPAL COURT</b>  |                           |                         |                                       |
| Court Information              |                           |                         |                                       |
| Court Address:                 | City:                     | State:                  | Zip:                                  |
| 31 GREEN STREET                | NEWARK                    | NJ                      | 07102-0000                            |
| Phone:                         | Alternate Phone:          | Hours of Operation:     |                                       |
| (973) 733-6520                 |                           | 8:30 AM - 4:30 PM       |                                       |
| Judge:                         | Court Director:           | Court Administrator:    | Prosecutor:                           |
| SHAKA TAYLOR                   | LILLIAN DAVIS             | HATTIE ROBERTS          | PATRICIA A HURT                       |
| Complaint Court Start Date:    | Traffic Court Start Date: | Court Screen Name:      | MVC Code:                             |
| 01/02/1997                     | 04/09/1990                | NEWARK COURT            | G21                                   |
| Court Indicators               |                           |                         |                                       |
| Joint Court:                   | CJP Court:                | MVC Abstract:           | PATS:                                 |
| NO                             | YES                       | NO                      | NO                                    |
| Spinal Research:               | Handle Complaints:        | Batch Warrant:          |                                       |
| YES                            | YES                       | NO                      |                                       |
| Printer Information            |                           |                         |                                       |
| Traffic Batch Printer:         | Clerk CDR Printer:        | Alternate Printer:      | Complaint Batch Printer:              |
| RMT228                         | RMT1951                   | RMT1951                 | RMT1951                               |
| Sequence Information           |                           |                         |                                       |
| Complaint Number:              | Complaint Receipt Number: | Complaint Bail Number:  |                                       |
| 000043                         | 000000                    | 000010                  |                                       |
| Complaint Time Payment Number: | Ticket Number:            | Traffic Receipt Number: |                                       |
| 013003                         | 0000000                   | 4551870                 |                                       |
| Audit Information              |                           |                         |                                       |
| Date Entered:                  | Last Changed:             | Changed By:             |                                       |
| 12/12/1996                     | 01/10/2006                | JUPXZ                   |                                       |
|                                |                           |                         | <input type="button" value="Print"/>  |

4) Click **Print** to print the details.

### ***STATUTE/CODE VIOLATION NUMBER***

Displays state, local, and county statute and traffic violation information using the statute/code number.

To search for Statute or Code Violation by Number:

- 1) Select **Statute/Code Violation Number** from the **Search By** dropdown.
- 2) Enter the **Statute/Code, Region, and Status**.
- 3) Click **Search**. The search results list will display.

| eMACS                         | REPORTS         | eMACS ADMIN                           |
|-------------------------------|-----------------|---------------------------------------|
| Complaints                    | Petitions       | Table Search *                        |
| Reference Table Search        |                 |                                       |
| Search By: *                  | Statute/Code: * | Region:                               |
| Statute/Code Violation Number |                 | State                                 |
|                               |                 | State                                 |
|                               |                 | County                                |
|                               |                 | Local                                 |
|                               |                 | Status:                               |
|                               |                 | Active                                |
|                               |                 | <input type="button" value="Search"/> |

4) Click **Print** to print the search results.

**Reference Table Search**

Search By: \* Statute/Code: \* Region: Status:

Statute/Code Violation Number 39:4-50 State Active Search

Page 1 of 2 **Print**

| Statute/Code   | Description   | Type             | Degree     | Payable |
|----------------|---|------------------|------------|---------|
| 39:4-50.15B    | DWI - PARENT/GUARDIAN WITH MINOR IN VEHICLE               | CRIMINAL         | DISORDERLY | NO      |
| 39:4-50.19B(1) | BLOW INTO INTERLOCK DEVICE FOR ANOTHER PERSON             | CRIMINAL         | DISORDERLY | NO      |
| 39:4-50.19B(2) | TAMPER/CIRCUMVENT INTERLOCK DEVICE                        | CRIMINAL         | DISORDERLY | NO      |
| 39:4-50.19B(3) | PERMIT/ETC MV W/O INTERLOCK TO PERSON ORDERED TO HAVE ONE | CRIMINAL         | DISORDERLY | NO      |
| 39:4-50        | OPERATING UNDER INFLUENCE OF LIQUOR OR DRUGS              | TRAFFIC - MOVING |            | NO      |
| 39:4-50.1      | REPEALED BY L.1990, C.103, SECTION 38, EFF NOV 9, 1990    | TRAFFIC - MOVING |            | NO      |
| 39:4-50.14     | OPER MV PERSON WHO HAS CONSUMED ALCOHOL WHILE UNDERAGE    | TRAFFIC - MOVING |            | NO      |
| 39:4-50.19     | FAILURE TO INSTALL INTERLOCK                              | TRAFFIC - MOVING |            | NO      |
| 39:4-50.19(A)  | FAILURE TO INSTALL INTERLOCK DEVICE                       | TRAFFIC - MOVING |            | NO      |
| 39:4-50.2      | CONSENT TO TAKE SAMPLES OF BREATH; RECORD                 | TRAFFIC - MOVING |            | NO      |

**Print**

Note: To sort the Search Results by **Statute/Code**, **Description**, **Type**, **Degree**, or **Payable**, click the field name.

5) Click the arrow to display the details. The offense details will display.

6) Click **Print** to print the details.

**Reference Table Search**

Search By: \* Statute/Code: \* Region: Status:

Statute/Code Violation Number 39:4-50 State Active Search

Page 1 of 2 **Print**

| Statute/Code   | Description                                   | Type     | Degree     | Payable |
|----------------|---|----------|------------|---------|
| 39:4-50.15B    | DWI - PARENT/GUARDIAN WITH MINOR IN VEHICLE   | CRIMINAL | DISORDERLY | NO      |
| 39:4-50.19B(1) | BLOW INTO INTERLOCK DEVICE FOR ANOTHER PERSON | CRIMINAL | DISORDERLY | NO      |

**Statute/Code Violation Details**

Statute/Code: 39:4-50.19B(1) Description: BLOW INTO INTERLOCK DEVICE FOR ANOTHER PERSON Type: CRIMINAL Status: ACTIVE

Effective Date: 01/01/2001 Degree: DISORDERLY Region: STATE Payable: NO

Statute/Code(Short): 39:4-50.19B(1) Description(Short): BLOW INTO INTERLOCK DEVICE FOR ANOTHER PERSON

Statute/Code(Long): 39:4-50.19B(1) Description(Long): BLOW INTO INTERLOCK DEVICE FOR ANOTHER PERSON

Date Entered: 03/18/2016 Last Changed: 03/18/2016 Changed By: JUAGRA2

**Indicators**

Inchoate: NO Drug Indicator: NO SORO: NO  
 DNA: DNA: Fingerprint: Violent Offense Indicator: NO  
 NERA: NERA: DORO: NO FACTS Docket Type:  
 CCIS Severity Ranking:

**Print**

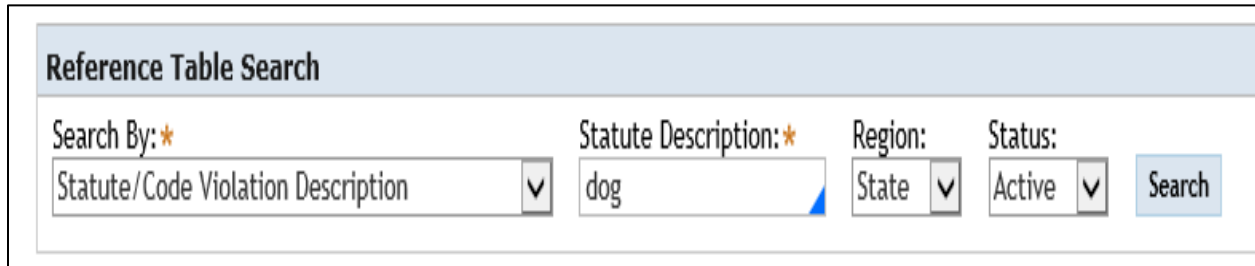
| Statute/Code   | Description                        | Type     | Degree     | Payable |
|----------------|------------------------------------|----------|------------|---------|
| 39:4-50.19B(2) | TAMPER/CIRCUMVENT INTERLOCK DEVICE | CRIMINAL | DISORDERLY | NO      |

## STATUTE/CODE VIOLATION DESCRIPTION

Displays state, local, and county statute and traffic violation information using the statute/code description.

To search for Statute or Code Violation by Description

- 1) Select **Statute/Code Violation Description** from the **Search By** dropdown.
- 2) Enter the **Statute/Code Description, Region, and Status**.

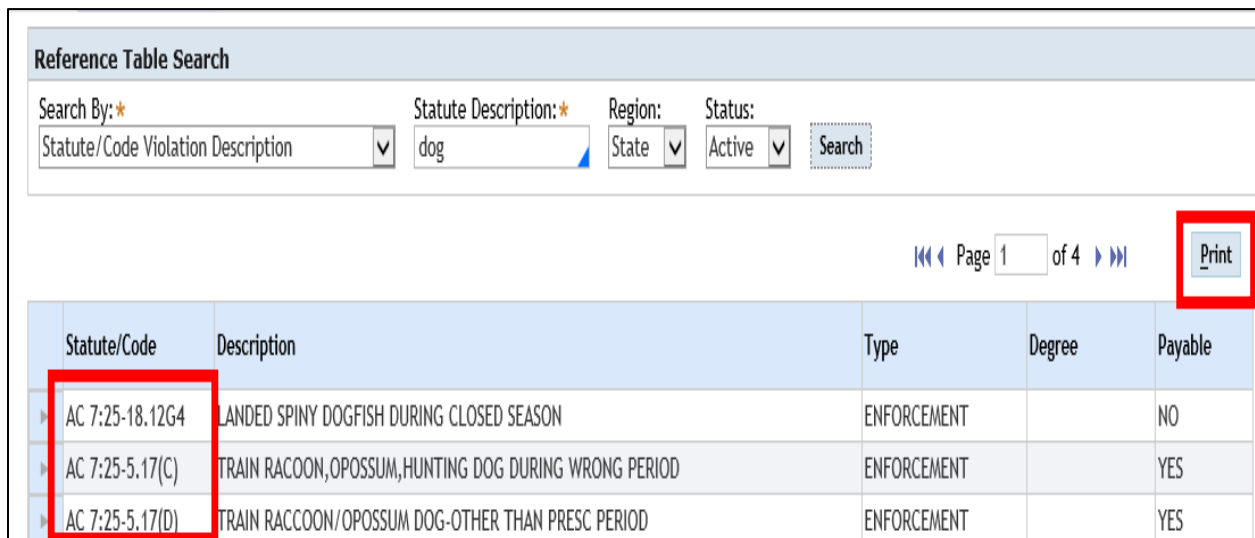


Reference Table Search

Search By: \* Statute Description: \* Region: Status:

Statute/Code Violation Description dog State Active Search

- 3) Click **Search**. The search results list will display.
- 4) Click **Print** to print the search results.



Reference Table Search

Search By: \* Statute Description: \* Region: Status:

Statute/Code Violation Description dog State Active Search

Page 1 of 4 Print

| Statute/Code    | Description   | Type        | Degree | Payable |
|-----------------|---|-------------|--------|---------|
| AC 7:25-18.12G4 | LANDED SPINY DOGFISH DURING CLOSED SEASON               | ENFORCEMENT |        | NO      |
| AC 7:25-5.17(C) | TRAIN RACCOON, OPOSSUM, HUNTING DOG DURING WRONG PERIOD | ENFORCEMENT |        | YES     |
| AC 7:25-5.17(D) | TRAIN RACCOON/OPOSSUM DOG-OTHER THAN PRESC PERIOD       | ENFORCEMENT |        | YES     |

Note: To sort the Search Results by **Statute/Code, Description, Type, Degree, or Payable**, click the field name.

- 5) Click the arrow to display the details. The offense details will display.
- 6) Click **Print** to print the details.

**Reference Table Search**

Search By: \* Statute Description: \* Region: Status:   
 Statute/Code Violation Description dog State Active Search

Page 1 of 4 Print

| Statute/Code    | Description                               | Type        | Degree | Payable |
|-----------------|---|-------------|--------|---------|
| AC 7:25-18.12G4 | LANDED SPINY DOGFISH DURING CLOSED SEASON | ENFORCEMENT |        | NO      |

**Statute/Code Violation Details**

Statute/Code: AC 7:25-18.12G4 Description: LANDED SPINY DOGFISH DURING CLOSED SEASON Type: ENFORCEMENT Status: ACTIVE

Effective Date: 01/01/1980 Degree: Region: STATE Payable: NO

Statute/Code(Short): AC 7:25-18.12G4 Description(Short): LANDED SPINY DOGFISH DURING CLOSED SEASON

Statute/Code(Long): AC 7:25-18.12G4 Description(Long): LANDED SPINY DOGFISH DURING CLOSED SEASON

Date Entered: 03/18/2016 Last Changed: 03/18/2016 Changed By: JUAGRAZ

Print

|                 |   |             |  |     |
|-----------------|---|-------------|--|-----|
| AC 7:25-5.17(C) | TRAIN RACCOON,OPOSSUM,HUNTING DOG DURING WRONG PERIOD | ENFORCEMENT |  | YES |
| AC 7:25-5.17(D) | TRAIN RACCOON/OPOSSUM DOG-OTHER THAN PRESC PERIOD     | ENFORCEMENT |  | YES |

### ***LAW ENFORCEMENT AGENCY ASSOCIATION TO COURT***

Displays the law enforcement agencies that are associated to a specific Municipal Court or agency.

To search for Law Enforcement Agency associated to a specific Municipal Court or Agency:

- 1) Select **Law Enforcement Agency Association to Court** from the **Search By** dropdown.
- 2) Select **Search Type**.
- 3) Click **Search**. The search results list will display.

Note: When **Court** is selected, enter a court to see all agencies associated to the court. Click the agency number to view a list of officers for that agency.

**Reference Table Search**

Search By: \* Search Type \* Court: \*   
 Law Enforcement Agency Association to Court Court 1214 Search

Page 1 of 3 Print

| Agency | Agency Name                 | Address  | Phone          |
|--------|-----------------------------|--|----------------|
| 0200   | BERGEN COUNTY SHERIFFS DEPT | BERGEN COUNTY JUSTIC, CENTER, HACKENSACK, NJ, 07601        | (201) 646-2221 |
| 0309   | DELANCO TWP POLICE DEPT     | 770 COOPERTOWN RD, ATTN WARRANTS, DELANCO, NJ, 08075       | (856) 461-0357 |
| 0404   | BELLMAWR POLICE DEPT        | 21 E BROWNING ROAD, PO BOX 368, BELLMAWR, NJ, 08099-0368   | (856) 931-2121 |
| 0405   | BERLIN BORO POLICE DEPT     | 59 S WHITE HORSE PK, ATTN WARRANTS, BERLIN, NJ, 08009-6094 | (609) 783-4900 |

Note: When **Agency** is selected, enter an agency to see all courts associated to the agency.

**Reference Table Search**

Search By: \*  Search Type: \*  Agency: \*

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| Court | Court Name                    | Address                                      | Phone          |
|-------|-------------------------------|--|----------------|
| 0101  | ABSECON MUNICIPAL COURT       | 500 MILL RD, ABSECON, NJ, 08201              | (609) 641-0663 |
| 0102  | ATLANTIC CITY MUNICIPAL COURT | 2715 ATLANTIC AVE, ATLANTIC CITY, NJ, 08401  | (609) 347-5560 |
| 0103  | BRIGANTINE MUNICIPAL COURT    | 1417 BRIGANTINE AVE, BRIGANTINE, NJ, 08203   | (609) 266-0440 |
| 0104  | BUENA BORO MUNICIPAL COURT    | CENTRAL AVE, PO BOX 457, MINOTOLA, NJ, 08341 | (856) 697-1781 |

4) Click **Print** to print the search results.

Note: To sort the Search Results by **Agency** or **Agency Name**, click the field name.

### ***LAW ENFORCEMENT OFFICER INFORMATION***

Displays address, phone number, agency, and other details for a law enforcement officer.

To search Law Enforcement Officer Information:

- 1) Select **Law Enforcement Officer Information** from the **Search By** dropdown.
- 2) Select **Search Type**.
- 3) Click **Search**. The search results list will display.

Note: When **Name** is selected, enter **First Name**, **MI**, **Last Name**, **Agency Number/Name**, and **Status**. (First Name, MI, and Agency are optional.)

**Reference Table Search**

Search By: \*  Search Type: \*  First Name:  MI:  Last Name: \*  Agency:  Status:

**Agency Information**

Agency: 1214 NEW BRUNSWICK PD/ATN: WARRANTS Phone: (732) 745-5200 Agency Address: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK, NJ, 08901

| Officer ID | Officer Name | Date Entered | Last Changed | Changed By |
|------------|--------------|--------------|--------------|------------|
| 0045       | ERNEST JONES |              |              |            |

Note: When **ID** is selected, enter **Agency Number/Name**, **Officer ID**, and **Status**. (Officer ID is optional).

**Reference Table Search**

Search By: \*  Search Type: \*  Agency: \*  ID:  Status:

**Agency Information**

Agency: 1214 NEW BRUNSWICK PD/ATN: WARRANTS Phone: (732) 745-5200 Agency Address: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK, NJ, 08901

| Officer ID | Officer Name       | Date Entered | Last Changed | Changed By |
|------------|--------------------|--------------|--------------|------------|
| 0012       | PDT UNIT NUMBER 12 |              | 04/30/1997   | JUMAA3     |

4) Click **Print** to print the search results.

Note: To sort the Search Results by **Officer ID** or **Officer Name**, click the field name.

***LAW ENFORCEMENT AGENCY INFORMATION***

Displays address, phone number, and other details for a Law Enforcement Agency.

To search for Law Enforcement Agency:

- 1) Select **Law Enforcement Agency Information** from the **Search By** dropdown.
- 2) Enter **Agency Number/Name**.
- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  Agency: \*

**Agency Information**

Agency: 1214 NEW BRUNSWICK PD/ATN: WARRANTS Phone: (732) 745-5200 Agency Address: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK, NJ, 08901

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| Officer ID | Officer Name          | Status | Date Entered | Last Changed | Changed By |
|------------|-----------------------|--------|--------------|--------------|------------|
| 0001       | PDT UNIT NUMBER ONE   | ACTIVE | 04/29/1997   | 09/20/2018   | JUMAA3     |
| 0002       | PDT UNIT NUMBER TWO   | ACTIVE | 04/29/1997   |              | JUMAA3     |
| 0003       | PDT UNIT NUMBER THREE | ACTIVE | 04/29/1997   |              | JUMAA3     |
| 0004       | PDT UNIT NUMBER FOUR  | ACTIVE | 04/29/1997   |              | JUMAA3     |

Note: To sort the Search Results by **Officer ID**, **Officer Name**, or **Status**, click the field name.

### ***ATTORNEY INFORMATION***

Displays address, phone number, and other details for an attorney in a Criminal or Municipal Court.

To search for Attorney Information by **Name**:

- 1) Select **Attorney Information** from the **Search By** dropdown.
- 2) Select **Court Type**.

Note: When **Criminal** is selected as the **Court Type** and **Name** is selected as the **Search Type**, enter **First Name**, **MI**, **Last Name**, and **County**. (First Name and MI are optional.)

The screenshot shows the eMACS Reference Table Search interface. The 'Search By' dropdown is set to 'Attorney Information'. The 'Court Type' dropdown is set to 'Criminal'. The 'Search Type' dropdown is open, showing 'Name (FML)' selected. The search fields are 'First Name', 'MI', and 'Last Name', followed by a 'County' dropdown and a 'Search' button. Red boxes highlight the 'Search Type' dropdown and the 'Search' button.

Note: When **Municipal** is selected as the **Court Type** and **Name** is selected as the **Search Type**, enter **First Name**, **MI**, **Last Name**, and **Status**. (First Name and MI are optional.)

The screenshot shows the eMACS Reference Table Search interface. The 'Search By' dropdown is set to 'Attorney Information'. The 'Court Type' dropdown is set to 'Municipal'. The 'Search Type' dropdown is open, showing 'Name (FML)' selected. The search fields are 'First Name', 'MI', and 'Last Name', followed by a 'Status' dropdown and a 'Search' button. Red boxes highlight the 'Search Type' dropdown and the 'Search' button.

- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.



**Reference Table Search**

Search By: \* Attorney Information | Court Type: \* Criminal | Search Type: \* Name (FML) | First Name: | MI: | Last Name: \* SMITH | County: \* BUR - BURLINGTON | **Search**

Page 1 of 2 | **Print**

| Attorney Name   | Attorney ID | Abbreviated Name | Type     | Address  | Phone          |
|---|-------------|------------------|----------|--|----------------|
| ▶ ALFRED M. SMITH   |             | SMITHAM          | CRIMINAL | 311 MARKET STREET 2ND FLOOR, CAMDEN, NJ 08102                                |                |
| ▼ AMY SMITH   | 018831999   | SMITHA           | CRIMINAL | CHARNY, CHARNY & KARPOUSIS, P.A. 1300 RT. 73, SUITE 211, MT LAUREL, NJ 08054 | (856) 505-1700 |
| <p>Name: AMY SMITH   Firm ID: F00005038   Type: CRIMINAL   Status: ACTIVE</p> <p>Attorney/Firm Address: CHARNY, CHARNY &amp; KARPOUSIS, P.A. 1300 RT. 73, SUITE 211, MT LAUREL, NJ 08054   Phone: (856) 505-1700</p> <p>Branch: 0001   Date Entered: 06/13/2006   Last Changed: 04/08/2014   Changed By: CCC5022B</p> <p><b>Print</b></p> |             |                  |          |  |                |
| ▶ DENNIS T. SMITH   |             | SMITHDENNT       | CRIMINAL | 21 MAIN STREET PASHMAN STEIN, HACKENSACK, NJ 07601                           | (201) 488-8200 |
| ▶ ELLEN W. SMITH  |             | SMITHELLEW       | CRIMINAL | 21 MAIN STREET PASHMAN STEIN, HACKENSACK, NJ 07601                           | (201) 488-8200 |
| ▶ ERICA SMITH   |             | SMITHE           | CRIMINAL | BOX 2575, CINNAMINSON, NJ 08077  | (609) 488-4741 |

**Note:**

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

**To search for Attorney Information by Bar ID:**

- 1) Select **Attorney Information** from the **Search By** dropdown.
- 2) Select **Criminal** as the **Court Type**.
- 3) Select **Bar ID** as the **Search Type**.
- 4) Enter the **Bar ID**.
- 5) Click **Search**. The search results will display.
- 6) Click **Print** to print the search results.

**Reference Table Search**

Search By: \* Attorney Information | Court Type: \* Criminal | Search Type: \* Bar ID | Bar ID: \* 241281967 | **Search**

**Print**

| Attorney Name   | Attorney ID | Abbreviated Name | Type     | Address                                    | Phone |
|---|-------------|------------------|----------|--|-------|
| ▼ JOHN A. JONES   | 241281967   | JONESJA          | CRIMINAL | 500 KINGS HWY SOUTH, CHERRY HILL, NJ 08034 |       |
| <p>Name: JOHN A. JONES   Firm ID:   Type: CRIMINAL   Status: ACTIVE</p> <p>Attorney/Firm Address: 500 KINGS HWY SOUTH, CHERRY HILL, NJ 08034   Phone:</p> <p>Branch:   Date Entered: 01/14/1989   Last Changed: 01/15/2014   Changed By: CCC5022B</p> <p><b>Print</b></p> |             |                  |          |  |       |
| ▶ JOHN A. JONES   | 241281967   | JONESJA          | CRIMINAL | 500 KINGS HIGHWAY, CHERRY HILL, NJ 08034   |       |

Note:

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

To search for Attorney Information by **Firm ID**:

- 1) Select **Attorney Information** from the **Search By** dropdown.
- 2) Select **Criminal** as the **Court Type**.
- 3) Select **Bar ID** as the **Search Type**.
- 4) Enter the **Firm ID**.
- 5) Click **Search**. The search results will display.
- 6) Click **Print** to print the search results.

Reference Table Search

Search By: \* Attorney Information Court Type: \* Criminal Search Type: \* Firm ID Firm ID: \* L0000055 **Search**

Page 1 of 4 **Print**

| Attorney Name    | Attorney ID | Abbreviated Name | Type     | Address  | Phone          |
|------------------|-------------|------------------|----------|--|----------------|
| ▶ PAUL ARLT      | 002301990   | ARLTP            | CRIMINAL | 31 CLINTON ST PO BOX 46010, NEWARK, NJ 07102     | (201) 621-2600 |
| ▶ JANINE A. BEER | 024531986   | BEERJ            | CRIMINAL | 31 CLINTON STREET PO BOX 46010, NEWARK, NJ 07101 | (973) 648-6216 |
| ▼ LAURA BILOTTA  | 025952005   | BILOTTAL         | CRIMINAL | 31 CLINTON ST. PO BOX 46010, NEWARK, NJ 07102    | (973) 648-6200 |

Name: LAURA BILOTTA Firm ID: L0000055 Type: CRIMINAL Status: ACTIVE

Attorney/Firm Address: 31 CLINTON ST. PO BOX 46010, NEWARK, NJ 07102 Phone: (973) 648-6200

Branch: 0001 Date Entered: 11/28/2007 Last Changed: Changed By: JUKDJ **Print**

|                        |           |           |          |  |                |
|------------------------|-----------|-----------|----------|--|----------------|
| ▶ ROBERT J. BLUMENFELD | 223941968 | BLUMENFER | CRIMINAL | P.O. BOX 46010 31 CLINTON ST., NEWARK, NJ 07101            | (973) 648-7161 |
| ▶ GERALD C. BROWNING   | 007452010 | BROWNINGG | CRIMINAL | 31 CLINTON STREET, NEWARK, NJ 07102                        |                |
| ▶ SHAWN M. BURKS       | 034891986 | BURKSS    | CRIMINAL | P.O. BOX 46010 31 CLINTON ST., NEWARK, NJ 07102            | (201) 648-6200 |
| ▶ DIANE CARL           | 025881990 | CARLD     | CRIMINAL | 31 CLINTON STREET 5TH FLOOR PO BOX 46101, NEWARK, NJ 07101 | (973) 648-6200 |
| ▶ JAMES CARTER         | 036871988 | KINSALES  | CRIMINAL | 31 CLINTON STREET PO BOX 46010, NEWARK, NJ 07101           | (201) 648-6200 |

Note:

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

To search for Attorney Information by **Attorney ID/Phone Number**:

- 1) Select **Attorney Information** from the **Search By** dropdown.
- 2) Select **Municipal** as the **Court Type**.
- 3) Select **Attorney ID/Phone Number** as the **Search Type**.
- 4) Enter the **Attorney ID/Phone Number**.

- 5) Click **Search**. The search results will display.
- 6) Click **Print** to print the search results.

**Reference Table Search**

Search By: \* Attorney Information  
 Court Type: \* Municipal  
 Search Type: Attorney ID/Phone Number  
 Attorney ID: \* 6093928100

**Search**

| Attorney Name | Attorney ID | Abbreviated Name | Type     | Address                       | Phone |
|---------------|-------------|------------------|----------|-------------------------------|-------|
| JEFF JONES    | 6093928100  |                  | PRO BONO | 23 WAY LANE, MERCER, NJ 08046 |       |

**Print**

Name: JEFF JONES  
 Firm ID:  
 Type: PRO BONO  
 Attorney/Firm Address: 23 WAY LANE, MERCER, NJ 08046  
 Phone:  
 Status: ACTIVE  
 Status Date: 01/24/2018  
 Branch:  
 Date Entered: 01/24/2018  
 Last Changed: 01/24/2018  
 Changed By: JUSDC

**Print**

Note:

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

### ***PROSECUTOR INFORMATION***

Displays address, phone number, and other details for a Criminal or Municipal Court Prosecutor.

To search for Prosecutor Information by **Name**:

- 1) Select **Prosecutor Information** from the **Search By** dropdown.
- 2) Select **Court Type**.

Note: When **Criminal** is selected as the **Court Type** and **Name** is selected as the **Search Type**, enter **First Name**, **MI**, **Last Name**, and **County**. (First Name and MI are optional.)

**Reference Table Search**

Search By: \* Prosecutor Information  
 Court Type: \* Criminal  
 Search Type: \* Name (FML)  
 First Name:   
 MI:   
 Last Name: \*   
 County: \* Select...  
**Search**

Note: When **Municipal** is selected as the **Court Type** and **Name** is selected as the **Search Type**, enter **First Name**, **MI**, **Last Name**, and **Court**. (First Name, MI, and Court are optional.)

**Reference Table Search**

Search By: \*  Court Type: \*  First Name:  MI:  Last Name: \*  Court:

- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  Court Type: \*  First Name:  MI:  Last Name: \*  Court:

| Prosecutor Name     | Prosecutor ID | Abbreviated Name | Type      | Address                              | Phone          |
|---------------------|---------------|------------------|-----------|--------------------------------------|----------------|
| JOHN JONES          |               |                  | MUNICIPAL | 590 SHILOH PIKE, BRIDGETON, NJ 08302 | (856) 453-1523 |
| DOUGLAS W. JONES JR |               |                  | MUNICIPAL | 201 E. MAIN ST., MANASQUAN, NJ 08736 | (732) 223-0600 |

Name: DOUGLAS W. JONES JR Firm ID: Type: MUNICIPAL  
 Court Name: 1309 - BRIELLE BORO MUNICIPAL COURT Court Address: 201 E. MAIN ST., MANASQUAN, NJ 08736 Phone: (732) 223-0600  
 Branch:

DOUGLAS W. JONES JR MUNICIPAL 201 EAST MAIN ST., MANASQUAN, NJ 08736 (732) 223-0600

**Note:**

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

**To search for Prosecutor Information by Bar ID:**

- 1) Select **Prosecutor Information** from the **Search By** dropdown.
- 2) Select **Criminal** as the **Court Type**.
- 3) Select **Bar ID** as the **Search Type**.
- 4) Enter the **Bar ID**.
- 5) Click **Search**. The search results will display.
- 6) Click **Print** to print the search results.

**Reference Table Search**

Search By: \* Prosecutor Information | Court Type: \* Criminal | Search Type: \* Bar ID | Bar ID: \* 042621999 | **Search**

**Print**

| Prosecutor Name   | Prosecutor ID | Abbreviated Name | Type     | Address  | Phone |
|---|---------------|------------------|----------|--|-------|
| ▶ JANE JONES  | 042621999     | HINDST           | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |
| ▼ JANE A. JONES   | 042621999     | JONESJ           | CRIMINAL | 71 MONUMENT PARK PO BOX 1271, FREEHOLD, NJ 07728               |       |
| <p>Name: JANE A. JONES   Firm ID: L00000010   Type: CRIMINAL</p> <p>Court Name: MONMOUTH COUNTY COURTS   Court Address: 71 MONUMENT PARK PO BOX 1271, FREEHOLD, NJ 07728   Phone:</p> <p>Branch: 0001</p> |               |                  |          |  |       |
| ▶ JANE (T) JONES (HINDS)  | 042621999     | JONESJANE        | CRIMINAL | 5TH AND MICKLE BLVD, CAMDEN, NJ 08102                          |       |
| ▶ JONES, JANE   | 042621999     | JONESJ           | CRIMINAL | 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330                   |       |

**Print**

**Note:**

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

To search for Prosecutor Information by **Firm ID**:

- 1) Select **Attorney Information** from the **Search By** dropdown.
- 2) Select **Criminal** as the **Court Type**.
- 3) Select **Bar ID** as the **Search Type**.
- 4) Enter the **Firm ID**.
- 5) Click **Search**. The search results will display.
- 6) Click **Print** to print the search results.

**Reference Table Search**

Search By: \* Prosecutor Information | Court Type: \* Criminal | Search Type: \* Firm ID | Firm ID: \* L00000010 | **Search**

Page 1 of 10 | **Print**

| Prosecutor Name   | Prosecutor ID | Abbreviated Name | Type     | Address  | Phone |
|---|---------------|------------------|----------|--|-------|
| ▶ GARY A. HOMAS   | 032321987     | THOMASG          | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |
| ▼ MARK S ALI  | 025411987     | ALIM             | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |
| <p>Name: MARK S ALI   Firm ID: L00000010   Type: CRIMINAL</p> <p>Court Name: ESSEX COUNTY COURTS   Court Address: COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102   Phone:</p> <p>Branch: 0001</p> |               |                  |          |  |       |
| ▶ RALPH AMIRATA   | 021151996     | AMIRATAR         | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |
| ▶ JOHN ANDERSON   | 027981991     | ANDERSONJ        | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |
| ▶ RICHARD BLAND   | 001521997     | BLANDR           | CRIMINAL | COUNTY COURTS BUILDING 50 WEST MARKET STREET, NEWARK, NJ 07102 |       |

**Print**

Note:

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

### ***COURT REPORTER INFORMATION***

Displays address, phone number, and other details for a Court Reporter in a Criminal Court.

To search for Court Reporter Information:

- 1) Select **Court Reporter Information** from the **Search By** dropdown.
- 2) Enter **First Name**, **MI**, **Last Name**, and **County**. (First Name and MI are optional.)
- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.

| Court Reporter Name                    | Abbreviated Name | County   | Address                                  | Phone                    |
|--|------------------|--|--|--------------------------|
| ▶ PAT JONES                            | JONESP           | ATLANTIC   | 5909 MAIN STREET, MAYS LANDING, NJ 08330 | (609) 625-7000           |
| ▼ WANDA JONES                          | JONESW           | ATLANTIC   | 5909 MAIN STREET, MAYS LANDING, NJ 08330 | (609) 625-4011           |
| Name:<br>WANDA JONES                   |                  | Abbreviated Name:<br>JONESW                                    |  |                          |
| Court Name:<br>ATLANTIC SUPERIOR COURT |                  | Court Address:<br>4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |  | Phone:<br>(609) 625-4011 |
| ▶ LORIA J. JONES                       | JONESL           | ESSEX  | ESSEX COUNTY COURT BLD, NEWARK, NJ 07102 |                          |
| ▶ CAROL JONES                          | JONESC           | GLOUCESTER   | OLD COURT HOUSE, WOODBURY, NJ 08096      |                          |

Note:

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

### ***INVESTIGATOR INFORMATION***

Displays address, phone number, and other details for an Investigator in a Criminal Court.

To search for Investigator Information:

- 1) Select **Investigator Information** from the **Search By** dropdown.

- 2) Enter **First Name**, **MI**, **Last Name**, and **County**. (First Name and Middle Initial are optional.)
- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  
Investigator Information

First Name:  MI:  Last Name: \* SMITH County: \* ALL - ALL

**Search**

Page 1 of 5 **Print**

| Investigator Name                   | Abbreviated Name | County  | Address                                      | Phone  |
|-------------------------------------|------------------|---|--|--------|
| ▶ AKA SMITH                         | SMITHAKA         | ATLANTIC  | 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |        |
| ▼ AMERICA SMITH                     | SMITHA           | ATLANTIC  | 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |        |
| Name: AMERICA SMITH                 |                  | Abbreviated Name: SMITHA                                    |  |        |
| Court Name: ATLANTIC SUPERIOR COURT |                  | Court Address: 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |  | Phone: |
| ▶ CHRIS SMITH                       | CS               | ATLANTIC  | 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |        |
| ▶ CHRISTOPH SMITH                   | SMITHC           | ATLANTIC  | 4997 UNAMI BLVD, MAYS LANDING CITY, NJ 08330 |        |

**Print**

**Note:**

- To sort the Search Results, click the field name.
- Click the arrow to display the details.
- Click **Print** to print the details.

***LAW ENFORCEMENT UNIT INFORMATION***

Displays the unit name, address, and phone number for a unit code/number.

To view information by Law Enforcement information by **Unit**:

- 1) Select **Law Enforcement Unit** Information from the **Search By** dropdown.
- 2) Select **Unit** as the **Search Type**.
- 3) Enter **Unit**.
- 4) Click **Search**. The search results will display.
- 5) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  Search Type: \*  Unit: \*

| Unit Number | Unit Name     | Address                                       | Phone          |
|-------------|---------------|---|----------------|
| A180        | ATLANTIC CITY | 1200 N RHODE ISLAND, ATLANTIC CITY, NJ, 08401 | (609) 441-3586 |

To view information by Law Enforcement information by **City**:

- 1) Select **Law Enforcement Unit Information** from the **Search By** dropdown.
- 2) Select **City** as the **Search Type**.
- 3) Enter **City**.
- 4) Click **Search**. The search results will display.
- 5) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  Search Type: \*  City: \*

| Unit Number | Unit Name            | Address                                     | Phone          |
|-------------|----------------------|---|----------------|
| B170        | NEWARK BAY STATION   | BLDG 400 CORBIN ST, PORT NEWARK, NJ, 08711  | (973) 578-8173 |
| D030        | N.J. STATE POLICE    | PORT STREET, NEWARK, NJ, 07114              | (973) 344-1704 |
| F310        | NJ STATE POLICE      | BLDG 400 CORBIN ST, PORT NEWARK, NJ, 07114  | (973) 578-8173 |
| H026        | AUTO NORTH SQUAD     | NWK AIRPORT BLDG 51, NEWARK, NJ, 07114-0000 |                |
| T603        | NEWARK DWI MOBILE    | PORT STREET, NEWARK, NJ, 07114              | (732) 264-4150 |
| T609        | NEWARK HOLIDAY PTRL  | PORT STREET, NEWARK, NJ, 07114              | (732) 264-4150 |
| T611        | NEWARK S/P HOV PATRL | 14 PORT STREET, NEWARK, NJ, 07114           | (973) 344-1704 |
| V510        | NEWARK BAY STATION   | CORBIN ST, BLDG 400, PORT NEWARK, NJ, 07114 | (973) 578-8173 |

Note: To sort the Search Results, click the field name.

### ***COLLECTION AGENCY INFORMATION***

Displays the name, address, phone number, and other details for a collection agency in a Municipal Court.

To view collection agency information:

- 1) Select **Collection Agency Information** from the **Search By** dropdown.



- 2) Enter **Court Code/Name**.
- 3) Click **Search**. The search results will display.
- 4) Click **Print** to print the search results.

**Reference Table Search**

Search By: \*  
Collection Agency Information

Court: \*  
1214

**Search**

NEW BRUNSWICK MUNICIPAL COURT **Print**

**Collection Agency Information**

Collection Agency: 22  
Collection Agency Address: 34 TRENTON CGECK, 12DFF, 43FG, AZ 01111-4353  
Phone: (666) 666-6666

Collection Percent: 15.00 %  
Effective Date: 10/01/2018  
Status: ACTIVE

**Audit Information**

Entered By: JUASUTO  
Date Entered: 09/21/2018  
Last Changed: 09/21/2018  
Changed By: JUASUTO

**Collection Agency History**

| Agency Name               | Effective Date | Collection Percent | Entered by | Date Entered | Changed By | Last Changed | Status   |
|---------------------------|----------------|--------------------|------------|--------------|------------|--------------|----------|
| WEAA                      | 08/01/2018     | 12.00 %            | JUSHC10    | 08/14/2018   | JUSHC10    | 08/14/2018   | INACTIVE |
| MUNICIPAL SERVICES BUREAU | 08/01/2011     | 10.00 %            | JULAST1    | 07/06/2011   | JULAST1    | 08/14/2018   | INACTIVE |

Note: Collection information will only display if the court is associated with a collection agency.

**Reference Table Search**

Search By: \*  
Collection Agency Information

Court: \*  
1530

**Search**

**Court not associated with any Collection Agency.**

## VIII. APPENDIX

### ***ACTIONS***

Available Actions are determined by the status of the case.

- Copy: A complaint tab will open with the Quick Entry portion completed.
- Delete: Allows user to delete a case that is incomplete.
- Fingerprint: Allows for an existing complaint to be linked to a Livescan record.
- Modify: A complaint tab will open with the complaint to be modified.
- Open: Opens a complaint that has not been submitted to the court.
- Print: A print preview of the complaint will display.
- Review: A complaint tab will open with detailed complaint information. The Probable Cause Determination tab will display whether probable cause was found, the type of complaint (i.e. S or W), first appearance information and probable cause comments. The Event History tab will display all the events associated with the case.
- Service: Return of Service is required for all Summons complaints. The officer cannot print the complaint until Service is completed. To complete Service, an officer must select Service from the Action drop down list and once Return of Service is completed, the Print option will be enabled.
- View Case Jacket: Provides key documents, including a copy of the complaint, Public Safety Assessment (PSA), Criminal Justice (CJP) Release Order, and Motion for Pretrial Detention.
- View MugShot: Provides law enforcement, prosecutors and court staff with access to view the mugshot of a defendant for identification purposes. If a complaint has an State Police Bureau of Identification (SBI #), the View MugShot link will display in the Action dropdown. Law Enforcement can View MugShot from the My Cases list as well as the LiveScan list. Prosecutors can View MugShot from their Review Worklist.

### ***AFFIDAVIT OF PROBABLE CAUSE***

- The Affidavit/Certification is to more fully describe the facts of the alleged offense so that a judge or authorized judicial officer may determine probable cause.

### ***CHARGE MANUAL***

A Charge manual option exists for limited offenses and will display with narrative information.

To use the charge manual:

- 1) From the Charges and Narratives tab, enter the offense number/description.
- 2) If the Charge Manual button displays, click **Charge Manual**.

Complaints Petitions 1214-ModifyCmpl

Modify the Complaint

COMPLAINT 1214 2019 001425 john bridge WIP [View Case Jacket](#)

Defendant Complaint Charges and Narratives Affidavit of Probable Cause PLEIR Involved Persons

**Charge Information**

|   | Offense     | Aux Offense | Drug Code | Degree | Offense Description                                     | Delete |
|---|-------------|-------------|-----------|--------|---|--------|
| 1 | 2C:11-4A(1) |             |           | 1      | AGGRAVATED MANSLAUGHTER-EXTREME INDIFFERENCE HUMAN LIFE |        |
| 2 |             |             |           |        |   |        |

**Charges And Narratives**

Offense Number: \*  
2C:20-11B(1)

Degree:  
3

Auxiliary Offense:

Drug Code:

Offense Description:  
SHOPLIFTING-TAKE MERCH W/O PAYING-RET VALUE 5500-574999

**Charge Manual**

Narrative: \*  
WITHIN THE JURISDICTION OF THIS COURT.

Save Cancel

[Add Item](#)

FP Status:  
L - LiveScan

PCN:  
010102081204

Save Close

- 3) Under **Using Charge Manual**, select the appropriate option(s).
- 4) Click **Generate Narrative**.
- 5) Modify the narrative information, if necessary.
- 6) Click **Save**.

### ***CHARGES ON THE SAME COMPLAINT***

- Indictable and Non-Indictable charges may be entered on the same complaint.
- No limit to the number of charges on a single complaint.
- eCDR disallows 2A:160-10 (Fugitive from Justice) statute to be mixed with any other charges on the same complaint. If another charge is entered on the same complaint an error message will display ‘No additional charge/s can be added to this complaint. Charge 2A:160-10 (FUGITIVE FROM JUSTICE) must be on a separate complaint.’

# COMPLAINT DRAFTS

## Summons (Complaint)

| COMPLAINT - SUMMONS   |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
|---|----------|---|--|------------------|--|--|--|------|---|------|--------|------------|--------|------|--------------|
| <table border="1"> <tr> <th colspan="4">COMPLAINT NUMBER</th> </tr> <tr> <td>1214</td> <td>S</td> <td>2024</td> <td>003035</td> </tr> <tr> <td>COURT CODE</td> <td>PREFIX</td> <td>YEAR</td> <td>SEQUENCE NO.</td> </tr> </table>   |          |   |  | COMPLAINT NUMBER |  |  |  | 1214 | S | 2024 | 003035 | COURT CODE | PREFIX | YEAR | SEQUENCE NO. |
| COMPLAINT NUMBER  |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| 1214  | S        | 2024  | 003035   |                  |  |  |  |      |   |      |        |            |        |      |              |
| COURT CODE  | PREFIX   | YEAR  | SEQUENCE NO.   |                  |  |  |  |      |   |      |        |            |        |      |              |
| NEW BRUNSWICK MUNICIPAL COURT<br>1 MCCLURE DRIVE<br>NEW BRUNSWICK<br>609-678-9867<br>COUNTY OF: MIDDLESEX<br>NJ 08080-0000  |          | THE STATE OF NEW JERSEY<br>VS.<br>SHIV A OOS<br>ADDRESS: 654 MARKET STREET<br>TRENTON NJ 08111-1234 |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| # of CHARGES<br>1   | CO-DEFTS | POLICE CASE #<br>1000000003   | DEFENDANT INFORMATION<br>SEX: M EYE COLOR: BLACK DOB: 03/10/1977<br>DRIVER'S LIC #:<br>SOCIAL SECURITY # : xxx-xx-x555 SBI #: 726115Z<br>TELEPHONE # :<br>LIVESCAN PCN #: 507247091246 |                  |  |  |  |      |   |      |        |            |        |      |              |
| COMPLAINANT TEST<br>NAME: PUBLIC SAFETY BLDG<br>25 KIRKPATRICK ST<br>NEW BRUNSWICK NJ 08921   |          | DL STATE:<br>ABCDEF7  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| By certification or on oath, the complainant says that to the best of his/her knowledge, information and belief the named defendant on or about 09/01/2024 in NEW BRUNSWICK CITY, MIDDLESEX County, NJ did: WITHIN THE JURISDICTION OF THIS COURT, Q  |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| in violation of:<br>Original Charge 1) AC 13:18-3.5 2) 3)   |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| Amended Charge  |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <b>CERTIFICATION:</b><br>I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.<br>Signed: _____ Date: _____   |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| The complaining witness is a law enforcement officer and a judicial probable cause determination is not required prior to the issuance of this Complaint-Summons.   |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <b>SUMMONS</b><br>YOU ARE HEREBY SUMMONED to appear before the Municipal Court in the county of: MIDDLESEX<br>at the following address: NEW BRUNSWICK MUNICIPAL COURT<br>1 MCCLURE DRIVE NEW BRUNSWICK NJ 08080-0000<br>If you fail to appear on the date and at the time stated below, a warrant may be issued for your arrest.<br>Date of Arrest: 09/01/2024 Appearance Date: 10/31/2024 Time: 01:00 PM Room #: 0001<br>Phone: 609-678-9867<br>Signature of Person Issuing Summons _____ Date _____ |          |   |  |                  |  |  |  |      |   |      |        |            |        |      |              |

## Summons (Return of Service)

| RETURN OF SERVICE INFORMATION   |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
|---|--|--|--|------------------|--|--|--|------|---|------|--------|------------|--------|------|--------------|
| <table border="1"> <tr> <th colspan="4">COMPLAINT NUMBER</th> </tr> <tr> <td>0805</td> <td>S</td> <td>2018</td> <td>000451</td> </tr> <tr> <td>COURT CODE</td> <td>PREFIX</td> <td>YEAR</td> <td>SEQUENCE NO.</td> </tr> </table>   |  |  |  | COMPLAINT NUMBER |  |  |  | 0805 | S | 2018 | 000451 | COURT CODE | PREFIX | YEAR | SEQUENCE NO. |
| COMPLAINT NUMBER  |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| 0805  | S  | 2018   | 000451   |                  |  |  |  |      |   |      |        |            |        |      |              |
| COURT CODE  | PREFIX   | YEAR   | SEQUENCE NO.   |                  |  |  |  |      |   |      |        |            |        |      |              |
| FRANKLIN JOINT MUNICIPAL COURT<br>1571 DELSEA DRIVE<br>FRANKLINVILLE NJ 08322-0000<br>856-694-1661 COUNTY OF: GLOUCESTER  |  | THE STATE OF NEW JERSEY<br>VS.<br>ADDRESS: 1 RED RD<br>TRENTON NJ 12345-0000 |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| # of CHARGES<br>2   | CO-DEFTS   | POLICE CASE #  | DEFENDANT INFORMATION<br>SEX: EYE COLOR: DOB: 02/20/1960<br>DRIVER'S LIC #:<br>SOCIAL SECURITY # xxx-xx-x789 SBI #: ABCDEF7<br>TELEPHONE # :<br>LIVESCAN PCN #: 080505020269 |                  |  |  |  |      |   |      |        |            |        |      |              |
| COMPLAINANT TRAINING<br>NAME: 1571 S. DELSEA DR<br>ATTN WAREHATS<br>FRANKLINVILLE NJ 08322  |  | DL STATE:<br>ABCDEF7   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| By certification or on oath, the complainant says that to the best of his/her knowledge, information and belief the named defendant on or about 04/20/2018 in FRANKLIN TWP, GLOUCESTER County, NJ did: WITHIN THE JURISDICTION OF THIS COURT, COMMIT ASSAULT BY ATTEMPTING TO CAUSE BODILY INJURY TO (NAME OF VICTIM) (SPECIFICALLY BY*)  |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| WITHIN THE JURISDICTION OF THIS COURT, COMMIT THE OFFENSE OF SHOPLIFTING BY PURPOSELY CONCEALING ON HER/HIS PERSON MERCHANDISE, SPECIFICALLY DESCRIBED AS (DESCRIBE MERCHANDISE) DISPLAYED, HELD, STORED OR OFFERED FOR SALE BY (GIVE NAME OF STORE OR MERCHANT) WITH THE INTENT TO DEPRIVE (GIVE NAME OF STORE OR MERCHANT) OF THE POSSESSION, USE, OR BENEFIT OF THE MERCHANDISE BY CONVERTING THE MERCHANDISE TO HER/HIS OWN USE WITHOUT PAYING (GIVE NAME OF STORE OR MERCHANT) THE FULL RETAIL VALUE THEREOF, (SPECIFICALLY BY*) |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| in violation of:<br>Original Charge 1) 2C:12-1A(1) 2) 2C:20-11B(1) 3)   |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| Check<br><input checked="" type="checkbox"/>  | Certification by Police Regarding Complaint-Summons<br>I certify that I served the complaint-summons by delivering a copy to the defendant personally.   |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <input type="checkbox"/>  | I certify that I personally served the complaint-summons by leaving a copy at the defendant's usual place of abode with a competent member of the household of the age 14 or over _____ Name of family member over 14 years of age |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <input type="checkbox"/>  | I certify that I mailed a copy of the complaint-summons by ordinary mail to the defendant at his or her last known address. _____ Defendant's last known address   |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <input type="checkbox"/>  | I certify that I served the complaint-summons by delivering a copy to a person authorized to receive service of process on the defendant's behalf. _____ Name and title of authorized person                                       |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <input type="checkbox"/>  | Other manner of service: I certify that I served the complaint-summons in the following manner: _____  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| <input type="checkbox"/>  | I certify that I was unable to serve the complaint-summons.  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| Signed: TRAINING FRANKLIN TWP POLICE DEPT   |  | Date of Action: 05/08/2018   |  |                  |  |  |  |      |   |      |        |            |        |      |              |
| Name, Title and Department of Officer   |  |  |  |                  |  |  |  |      |   |      |        |            |        |      |              |
|   |  | <b>RETURN OF SERVICE INFORMATION</b><br>Page 4 of 7 NJ/CJR1 1/1/2017         |  |                  |  |  |  |      |   |      |        |            |        |      |              |

# Affidavit of Probable Cause

| Affidavit of Probable Cause   |                         |   |                             |
|---|-------------------------|---|-----------------------------|
| <i>THE STATE OF NEW JERSEY</i><br><i>VS</i>   |                         |   |                             |
| COMPLAINT NUMBER  |                         |   |                             |
| 0805  | S                       | 2018  | 000451                      |
| <small>COURT CODE</small>   | <small>PREFIX</small>   | <small>YEAR</small>   | <small>SEQUENCE NO</small>  |
| FRANKLIN JOINT MUNICIPAL COURT<br>1571 DELSEA DRIVE<br>FRANKLINVILLE NJ 08322-0000<br>856-694-1661  |                         | ADDRESS:<br>1 RED RD<br>TRENTON NJ 12345-0000   |                             |
| COUNTY OF: GLOUCESTER   |                         | POLICE CASE #:  |                             |
| <small># of CHARGES</small><br>2  | <small>CO-DEPTS</small> | <small>POLICE CASE #:</small>   |                             |
| COMPLAINANT<br>NAME: 1571 S. DELSEA DR<br>ATTN WARRANTS<br>FRANKLINVILLE NJ 08322   |                         | DEFENDANT INFORMATION<br>SEX: EYE COLOR: DOB: 02/20/1960<br>DRIVER'S LIC. #: DL STATE:<br>SOCIAL SECURITY #: XXX-XX-X789 SBI #: ABCDEF7<br>TELEPHONE #: ( )<br>LIVESCAN PCN #: 080505020268 |                             |
| Purpose: This Affidavit/Certification is to more fully describe the facts of the alleged offense so that a judge or authorized judicial officer may determine probable cause.   |                         |   |                             |
| 1. Description of relevant facts and circumstances which support probable cause that (1) the offense(s) was committed <u>and</u> (2) the defendant is the one who committed it: |                         |   |                             |
|   |                         |   |                             |
|   |                         |   | Affidavit of Probable Cause |
|   |                         |   | Page 5 of 7 1/1/2017        |

# Warrant (Complaint)

| COMPLAINT   |                 |   |                  |  |
|---|-----------------|---|------------------|--|
| COMPLAINT NUMBER  |                 | THE STATE OF NEW JERSEY   |                  |  |
| 1214  | 2024            | 003210  | VS. SHIV A 00S   |  |
| COURT CODE  | PREFIX          | YEAR  | SEQUENCE NO.     |  |
| NEW BRUNSWICK MUNICIPAL COURT<br>1 MCCLURE DRIVE<br>NEW BRUNSWICK<br>609-678-9867   |                 | ADDRESS: 654 MARKET STREET<br>TRENTON NJ 08111-1234   |                  |  |
| COUNTY OF: MIDDLESEX  |                 | NJ 08080-0000   |                  |  |
| # of CHARGES  | CO-DEFTS        | POLICE CASE #   |                  |  |
| 1   |                 | 1000000003  |                  |  |
| COMPLAINANT NAME:   | TEST            | DEFENDANT INFORMATION   |                  |  |
| PUBLIC SAFETY BLDG<br>25 KIRKPATRICK ST<br>NEW BRUNSWICK NJ 08921   |                 | SEX: M EYE COLOR: BLACK DOB: 03/10/1977<br>DRIVER'S LIC.#: DL STATE:<br>SOCIAL SECURITY #: xxx-xx-x555 SBI #: 726115Z<br>TELEPHONE #: ( )<br>LIVESCAN PCN #: 507247091246 |                  |  |
| By certification or on oath, the complainant says that to the best of his/her knowledge, information and belief the named defendant on or about 09/01/2024 in NEW BRUNSWICK CITY, MIDDLESEX County, NJ did WITHIN THE JURISDICTION OF THIS COURT, TT  |                 |   |                  |  |
| in violation of:  |                 |   |                  |  |
| Original Charge   | 1) 2C:20-11B(2) | 2)  | 3)               |  |
| Amended Charge  |                 |   |                  |  |
| CERTIFICATION: I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.  |                 |   |                  |  |
| Signed: _____ Date: _____   |                 |   |                  |  |
| You will be notified of your Central First Appearance/CJP date to be held at the Superior Court in the county of MIDDLESEX at the following address: MIDDLESEX SUPERIOR COURT<br>COURTHOUSE 1 KENNEDY SQUARE NEW BRUNSWICK NJ 08901-0000<br>Date of Arrest: 09/01/2024 Appearance Date: _____ Time: _____ Phone: 732-745-3395 |                 |   |                  |  |
| PROBABLE CAUSE DETERMINATION AND ISSUANCE OF WARRANT  |                 |   |                  |  |
| <input type="checkbox"/> Probable cause IS NOT found for the issuance of this complaint.  |                 |   |                  |  |
| Signature of Court Administrator or Deputy Court Administrator _____ Date: _____ Signature of Judge _____ Date: _____   |                 |   |                  |  |
| <input type="checkbox"/> Probable cause IS found for the issuance of this complaint. Signature and Title of Judicial Officer Issuing Warrant _____ Date: _____  |                 |   |                  |  |
| TO ANY PEACE OFFICER OR OTHER AUTHORIZED PERSON: PURSUANT TO THIS WARRANT YOU ARE HEREBY COMMANDED TO ARREST THE NAMED DEFENDANT AND BRING THAT PERSON FORTHWITH BEFORE THE COURT TO ANSWER THE COMPLAINT.  |                 |   |                  |  |
| Bail Amount Set: _____ by: _____ (if different from judicial officer that issued warrant)   |                 |   |                  |  |
| <input checked="" type="checkbox"/> Domestic Violence – Confidential  |                 | <input type="checkbox"/> Related Traffic Tickets or Other Complaints  |                  | <input type="checkbox"/> Serious Personal Injury/ Death Involved |
| Special conditions of release:<br><input type="checkbox"/> No phone, mail or other personal contact w/victim<br><input type="checkbox"/> No possession firearms/weapons<br><input type="checkbox"/> Other (specify): _____  |                 |   | <b>ORIGINAL</b>  |  |
| Page 1 of 7   |                 |   | NJICDR2 1/1/2017 |  |

# WARRANT (Commitment)

| COMMITMENT   |             |   |              |                     |
|--|-------------|---|--------------|---------------------|
| COMPLAINT NUMBER   |             | THE STATE OF NEW JERSEY   |              |                     |
| 1111   | W           | 2020  | 000012       |                     |
| COURT CODE   | PREFIX      | YEAR  | SEQUENCE NO. |                     |
| TRENTON MUNICIPAL COURT<br>225 N CLINTON AVE<br>TRENTON NJ 08607-0000  |             | ADDRESS: 123 FAKE ST<br>APT 4<br>TRENTON NJ 08625-0000  |              |                     |
| COUNTY OF: MERCER  |             | NJ 08607-0000   |              |                     |
| # of CHARGES   | CO-DEFTS    | POLICE CASE #   |              |                     |
| 1  |             | 609-989-3700  |              |                     |
| COMPLAINANT NAME:  | TEST        | DEFENDANT INFORMATION   |              |                     |
| 225 NO CLINTON AVE<br>ATTN: WARRANTS<br>TRENTON NJ 08607   |             | SEX: F EYE COLOR: BLUE DOB: 01/01/1980<br>DRIVER'S LIC.#: DL STATE:<br>SOCIAL SECURITY #: TELEPHONE #: ( )<br>LIVESCAN PCN #: ( ) |              |                     |
| To any Law Enforcement Official of New Jersey, You are commanded to transport this defendant to the Warden of this county who is required to keep the defendant in custody until a release or detention decision is made.    |             |   |              |                     |
| Offense  | Aux Offense | Drug Code   | Degree       | Offense Description |
| 1. 2C:12-1.3A  |             |   | 4            | FAILURE TO REPO     |
| 2.   |             |   |              |                     |
| 3.   |             |   |              |                     |
| 4.   |             |   |              |                     |
| Commitment Reason: Criminal Justice Reform   |             |   |              |                     |
| You will be notified of your Central First Appearance/CJP date to be held at the Superior Court in the county of MERCER at the following address: MERCER COUNTY SUPERIOR CT<br>400 SOUTH WARDEN STREET TRENTON NJ 08650-0000 |             |   |              |                     |
| Date of Arrest: 02/27/2020 Phone: 609-571-4200   |             |   |              |                     |
| X X X JUDICIAL OFFICER   |             |   | 02/27/2020   |                     |
| Signature and Title of Judicial Officer Issuing Warrant  |             |   | Date         |                     |
|  |             |   |              | <b>COMMITMENT</b>   |
| Page 4 of 7  |             |   |              | NJICDR2 1/1/2017    |

## COMPLAINT STATUS

- **ACTI:** (Active) Complaint successfully completed and submitted to the Municipal Court.
- **DRFT:** (Draft) Oath was selected but the second electronic signature was not completed.
- **HELD:** Case that has been submitted to the Municipal Court for Probable Cause Determination.
- **Incomplete:** Case was generated but not completed. The case can only be modified by the user that created it. Incomplete cases will only appear on that user's My Cases list. Complaints in Incomplete status may be deleted from the My Cases Worklist.
- **NOPC:** (No Probable Cause) – When Probable Cause is NOT found, the Case Status will be updated to **NOPC** instead of remaining in HELD status. NOPC cases will be removed from the Probable Cause Worklist however will remain on the My Case Worklist.

- **PRDN:** (Prosecutor Denied all Charges) – When the Prosecutor declines all charges on a complaint, the Case Status will be updated to PRDN. Cases in PRDN status will not display on the Worklists however can be searched using Case Search.
- **PROR:** (Prosecutor Review Officer Review). Complaint has been sent for review and waiting to be returned to the officer.
- **WARR:** (Warrant) Probable Cause found and complaint warrant has been issued.
- **WIP:** (Work in Progress) Case that was initiated by an officer and the Certification/Oath signature has not been completed. Complaints in WIP status may be deleted from the My Cases Worklist. (i.e. complaint was never completed or replaced with another complaint). Each Friday, WIP complaints over 30 days will be removed automatically from the My Cases worklists and be deleted from the system immediately.

## ***DCJ INDICATOR***

To identify cases to be prosecuted by the Division of Criminal Justice (DCJ).

The screenshot shows a web form titled "Complaint Entry". It includes several fields:
 

- Complaint Generation:** Radio buttons for "Complaint Generation" (selected) and "Citizen Complaint Generation".
- Domestic Violence Ind:** A dropdown menu with "Select..." and a downward arrow.
- DCJ Indicator:** A dropdown menu highlighted with a red box, showing options "N", "Y", and "D Direct Presentment-DCJ Case Only".
- Request Order to Seal?:** A dropdown menu with "N" selected.
- Complaint ID:** Fields for "Court:", "Type:", and "Year:" (set to 2019).
- Agency ID/Officer ID:** Fields for "Agency:" and "Officer:".

- The selection options for this field are “N” – Not a DCJ case, “Y” – Yes, DCJ case or “D” Direct Presentment – DCJ Case Only.
- For Law Enforcement – A column ‘DCJ Indicator’ has been added in the My Cases Worklist to indicate a DCJ (Division of Criminal Justice) Complaint.
- For DAG’s - A column ‘DCJ Indicator’ has been added in the Review Worklist to indicate a DCJ Complaint. The DAG with security clearance will review the DCJ Complaint(s) in the worklist.
- For Prosecutor’s - A column ‘DCJ Indicator’ has been added in the Review Worklist to indicate a DCJ Complaint.
- For Judge(s) - A column ‘DCJ Indicator’ has been added in the Probable Cause Worklist to indicate a DCJ Complaint. The Judge will review the Complaint(s) in the worklist in order to determine Probable Cause.
- For the Direct Presentment Judge (DPJ) - A column ‘DCJ Indicator’ has been added in the Probable cause Worklist to indicate a DCJ Complaint. The Judge will review the Complaint(s) in the worklist to determine Probable Cause.
- If a DCJ complaint is Sealed, the DCJ indicator will also be displayed on the Sealed Complaint Worklist.

## DOMESTIC VIOLENCE INDICATOR

The Domestic Violence Indicator may be modified when it is different from the LiveScan record. If the DV Indicator is updated during the complaint entry process and it is different from the selected LiveScan record, a message will display.

## ERRORS

The following errors cannot be modified and a new complaint should be created:

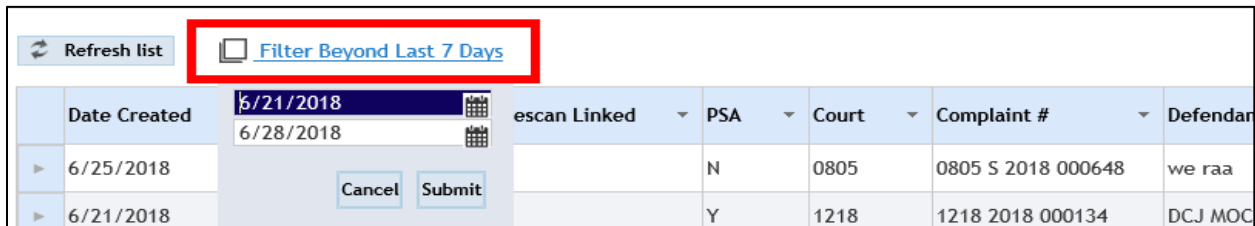
- Summons to a Warrant
- Warrant to a Summons
- Changing a Complaint from a Citizen Complaint
- Changing the Court Code
- Changing the Domestic Violence Indicator

The court should be notified of any duplicate complaints.

## FILTER BEYOND DATE RANGE

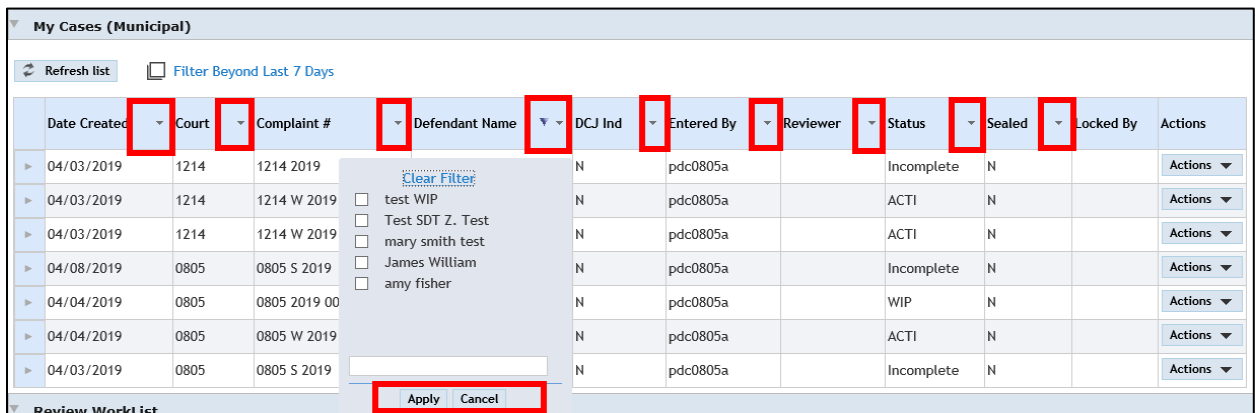
To adjust a date range:

- 1) Click **Filter Beyond Last...**
- 2) Enter the date range or use the calendar.
- 3) Click **Submit**. Filter will be applied to the current workbasket. Cases will display in descending order by Date Created.



## FILTERS

Lists may be filtered by clicking the down arrow to the right of the column heading.





## ***FINGERPRINT STATUS***

The custody question, ‘Is the defendant in your physical custody to be fingerprinted?’ will be displayed.

If **NO** is selected:

- Confirmation pop-up message will display on the screen to confirm that the defendant is not in custody for charges being filed on this complaint.
- On the Complaint Entry screen, the LiveScan Arrest List will not display.
- On the Complaint tab, the Date of Arrest field will be disabled, and the Appearance Court will default to Central First Appearance/CJP.
- The Fingerprint (FP status) field will be disabled.
- Once the complaint is submitted to court, on the Probable Cause screen, the system will display “Defendant is not in custody for the charges filed on this complaint”.

If **YES** is selected:

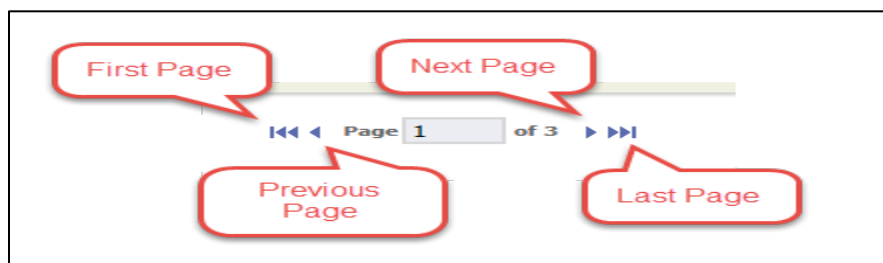
- Confirmation pop-up message will display on the screen to confirm that the defendant is in custody for charges being filed on this complaint
- User can continue to create the complaint by selecting the LiveScan record from the LiveScan Arrest List.
- Once the complaint is submitted to the court, on the Probable Cause screen, the system will display “Defendant is in custody for the charges filed on this complaint”.

## ***LIVESCAN AFTER COMPLAINT GENERATION***

Also known as backlinking. eCDR will automatically execute a warrant after linking to LiveScan. Any additional complaints associated to the outstanding warrant will also be executed.

## ***MULTIPLE PAGES***

The image below will appear if there is more than one page in a section. Click the appropriate button to navigate.



## ***PRINTING***

- Complaints print on standard 8 ½ x 11 paper. You will receive a minimum of 7 pages per complaint.
- Users are responsible for providing the hard copy of the complaint to the court.

## REQUEST ORDER TO SEAL

Procedures for the prosecutor to electronically apply to a Superior Court Judge for a temporary seal of the complaint. A **Sealed Complaint Worklist** will display for select county prosecutors on the eCDR Homepage to review/request a Temporary Order to Seal. A Sealed Complaint worklist will display for Superior Court Judges on the eMACS Homepage to Grant/Deny Order to Seal. Prosecutors may request an additional 10-day extension on an existing Temporary Order to Seal. The request to seal information may be updated on the Complaint tab, if necessary.

The screenshot shows the 'Complaint Entry' form in the eCDR/eMACS system. The 'Request Order to Seal?' dropdown is highlighted with a red box and set to 'Y'. The form includes the following fields and options:

- Complaint Entry:**
  - Complaint Generation
  - Citizen Complaint Generation
- Domestic Violence Ind:** Select...
- DCJ Indicator:** N
- Request Order to Seal?:** Y (highlighted with a red box)
- First Name:** \*
- MI:**
- Last Name:** \*
- Complaint ID:**
  - Court:** \*
  - Type:** To Be Determined 2024
  - Year:**
- Is the defendant in your physical custody to be fingerprinted? If the Defendant is in the custody of another police department or in jail, please answer NO.**
  - N
- Agency ID/Officer ID:**
  - Agency:** \*
  - Officer:** \*
- Quick Copy From:**
  - Quick Entry From: Using quick entry will not allow you to use a livescan (fingerprint) record to generate this complaint.

- For complaints in the eCDR system and the linkage with the other automated systems increase the likelihood that this information could be disclosed prior to the defendant's arrest, thereby increasing the risk of harm to individuals and to police officers, as well as the overall risk that defendants may flee should this information be prematurely disclosed.
- A 'Sealed Complaint' worklist will display for select county prosecutors on the eCDR Homepage to review/request a Temporary Order to Seal.
- A 'Sealed Complaint' worklist will display for Superior Court Judges on the eMACS Homepage to Grant/Deny Order to Seal.
- Once the Complaint is Sealed, it will remain Sealed for 10 days. If the defendant is arrested within the 10 days, the complaint will automatically be unsealed upon fingerprint association. If the defendant is not arrested, the Order to Seal will expire on the 10th day unless the prosecutor makes a request for an additional 10 day extension of the Order to Seal.
- If a DCJ complaint is Sealed, the DCJ indicator will also be displayed on the Sealed Complaint Worklist.

## PASSWORDS

The P-synch (Password Synchronization) is a Self-service and will allow you to conveniently reset your password (or unlock your system if you've tried too many wrong passwords). You can

always contact the Helpdesk to reset your password, but we encourage you to do it yourself. Note the following:

- Passwords: expire in 90 days;
- Must be 14 characters long.
- Must have upper and lower case characters.
- Must have at least 1 digit(s).
- Must have one of the following characters @ # \$
- Cannot be the same as your last 32 passwords.
- P-Synch is accessible by going to the eCDR Entry & Registration Website (<https://portal.njcourts.gov/webe3/sso>) and clicking the *Forgot/Reset Password* link.

### ***PRELIMINARY LAW ENFORCEMENT INCIDENT REPORT (PLEIR)***

Contains certain facts and circumstances that may be present and is in addition to but not in lieu of any arrest, incident or investigation reports.

- ODARA (Domestic Violence Risk Factor) statements will be visible if the Domestic Violence (DV) Indicator is Y.

### ***PROCESS CONTROL NUMBER (PCN)***

- Search by PCN allows Law Enforcement to search for a LiveScan record by PCN. Once the Search by PCN box is checked, a field will appear to enter the PCN. If the PCN is not found, an error message indicating PCN not found will display, please correct.
- This search feature will assist law enforcement in finding a LiveScan record that may have been generated with an incorrect municipality code.

### ***PROSECUTOR REVIEW (PROR)***

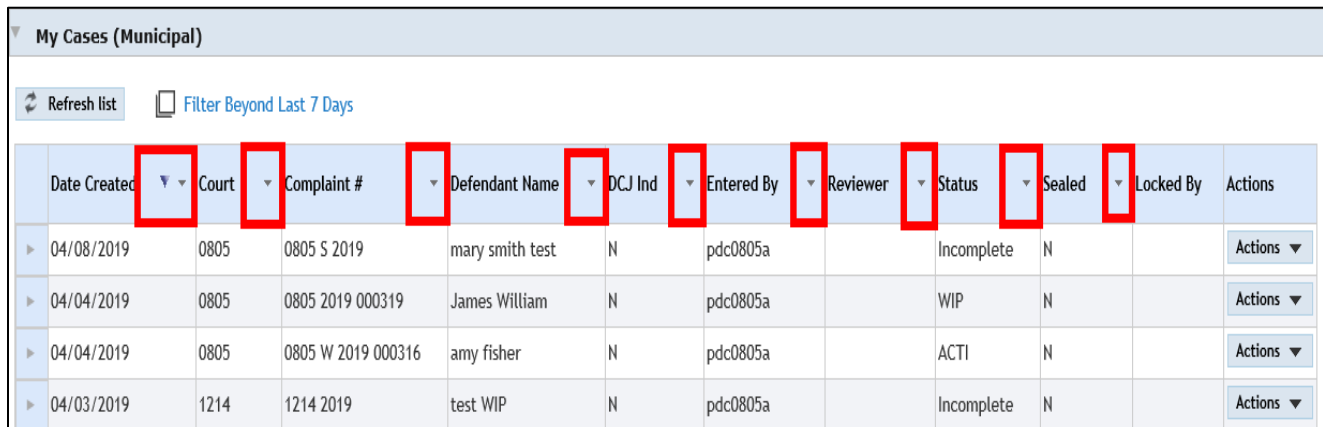
- Complaints with an indictable charge (Summons or Request a Warrant) must be sent to the Prosecutor for review.
- If the Public Official or Candidate for Public Office box is selected and the charge is a Disorderly Persons offense, the complaint will be forwarded for Prosecutor Review.
- Cases that have been on the Prosecutor's worklist for 45 days or longer will be forwarded to the Judges and/or Courts Probable Cause worklists for review/PC determination.
- Complaints with an indictable charge, when returned by the County Prosecutor, must have Probable Cause determined by the judge.

### ***PUBLIC SAFETY ASSESSMENT (PSA)***

- The PSA returns the risk scores, including current and out of state offense(s).
- The only way to run a PSA through eCDR is to fingerprint the defendant and connect the LiveScan arrest record when generating the complaint in eCDR.
- If you are directed by the Court to run a PSA prior to submitting the complaint, you may be required to Livescan and start the complaint entry process over from the beginning.

## ***SORTING THE WORKBASKET***

Lists may be sorted by clicking the arrow next the column heading.



The screenshot shows a table titled "My Cases (Municipal)" with a header row and four data rows. The header row contains the following columns: Date Created, Court, Complaint #, Defendant Name, DCJ Ind, Entered By, Reviewer, Status, Sealed, Locked By, and Actions. Each of the first nine columns has a small downward-pointing arrow next to its header, and these arrows are highlighted with red boxes. The data rows contain case information such as dates, court numbers, complaint numbers, defendant names, and statuses.

| Date Created | Court | Complaint #        | Defendant Name  | DCJ Ind | Entered By | Reviewer | Status     | Sealed | Locked By | Actions |
|--------------|-------|--------------------|-----------------|---------|------------|----------|------------|--------|-----------|---------|
| 04/08/2019   | 0805  | 0805 S 2019        | mary smith test | N       | pd0805a    |          | Incomplete | N      |           | Actions |
| 04/04/2019   | 0805  | 0805 2019 000319   | James William   | N       | pd0805a    |          | WIP        | N      |           | Actions |
| 04/04/2019   | 0805  | 0805 W 2019 000316 | amy fisher      | N       | pd0805a    |          | ACTI       | N      |           | Actions |
| 04/03/2019   | 1214  | 1214 2019          | test WIP        | N       | pd0805a    |          | Incomplete | N      |           | Actions |

## ***SYSTEMATIC REMINDERS***

- For complaints issued on or after 1/24/2020, reminders will be sent to the defendant and the defendant's attorney 1 business day prior to the scheduled municipal court date.
- Defendant's phone number/type and email address can be captured during complaint creation. When the phone number and/or email address fields are entered, that information will be used for automated court date reminders.
- Reminders will **not** be sent to a work phone number.
- Phone reminders are received as a phone call/voice mail, no text messages. If the defendant or the defendant's attorney does not have a phone number or email address listed in the system, a reminder will not be sent.

## ***TIME OUT***

Each time users navigate to a different tab, a timer begins allowing 20 minutes to complete the information on that tab. The eCDR system will time out after 20 minutes of inactivity.

## ***USER IDS***

A User ID is required to gain access to all judiciary systems. A User ID requires activation prior to accessing the eCDR system and may be obtained by a TAC officer submitting a Helpdesk ticket.

## ***VIEW CASE JACKET***

Stores key documents, including a copy of the complaint, Public Safety Assessment (PSA), Criminal Justice (CJP) Release Order, and Motion for Pretrial Detention.

## ***VIEW PSA***

- The View PSA button will display when the PSA has already been run. To reduce the number of duplicate PSA's being requested, this will display an alert message that the PSA has already been run for that complaint. By clicking View PSA, the latest PSA will display.
- The View PSA button has been added to the following eCDR screens: Probable Cause, Prosecutor Review and Officer Submission screens.
- If after selecting View PSA another PSA request is needed, you can click the Run PSA button located next to View PSA. If a PSA was never run for that complaint, only the Run PSA button will display.