

7-02/040.15 Outside Agency Requests

When requests for transportation are received from a Los Angeles County Department, commission, specially impaneled body or from any source outside the Sheriff's Department, the consideration of the request will be made by Department executives and not at the Bureau level.

Obtain all information as to time, location, number to be transported, requesting agency, identity of the person calling, and a call back number. Advise the caller we will notify the proper office of their request and return their call. Relay the information upwards through the Transportation Bureau chain of command.
