11-01 WATCH COMMANDER FACILITY INSPECTIONS - GUIDELINES AND RESPONSIBILITIES

COUNTY OF LOS ANGELES

SHERIFF'S DEPARTMENT

"A TRADITION OF SERVICE"

Date: April 4, 2011

File:

OFFICE CORRESPONDENCE

FROM: BERNICE ABRAM, CAPTAIN
CARSON STATION

TO: WATCH COMMANDERS
CARSON STATION

SUBJECT: **CARSON STATION MANAGEMENT DIRECTIVE 11-01**

WATCH COMMANDER FACILITY INSPECTIONS - GUIDELINES AND RESPONSIBILITIES

Purpose of Directive:

The purpose of this directive is to establish procedural guidelines and responsibilities with regard to Watch Commander Facility Inspections.

Scope of Directive:

This directive applies to all lieutenants and sergeants assigned to a watch commander position. This directive is effective immediately.

Directive:

To ensure proper protocol is followed regarding mandatory facility inspections, the following procedures shall be adhered to:

- A minimum of two facility inspections shall be conducted by the watch commander during his or her assigned shift.
- These inspections shall include the station interior and exterior, as well as the station perimeter, including the visitor parking lot and adjacent sidewalks.
- These inspections shall be thorough in scope, with special emphasis toward identifying safety and safety-related hazards, and taking immediate remedial action when appropriate.
- These inspections shall be documented in the Watch Commander Log.

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