17-1 ACCESS TO AND USAGE OF THE CARSON COPS TRAILER

Los Angeles County Sheriff's Department

STATION ORDER

Carson Station

STATION ORDER NUMBER: 17-1 July 13, 2017

Effective Date:	07/13/2017	Last Date Revised:	
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ACCESS TO AND USAGE OF THE CARSON "COPS" TRAILER

PURPOSE:

The purpose of this station order is to establish policies and procedures governing access to and usage of the Carson "COPS" trailer.

SCOPE OF THE ORDER:

The order applies to all Carson Station personnel.

GENERAL GUIDELINES:

The Carson "COPS" trailer is a pivotal point of operations for Carson "COPS" team members. It serves as a place where team members can coordinate operations and discuss city matters. It also provides a place where team members can author reports. The trailer also provides a secure structure to house team equipment.

Due to the nature of Carson "COPS" operations and for the accountability of the team's equipment, the Carson "COPS" trailer is to be used only by those members of Carson Station currently assigned to Carson "COPS" or those assisting with a given operation.

The Carson "COPS" trailer is not to be used for socializing purposes, sleeping quarters, and/or any other non-work related personal reasons.

CARSON STATION

STATION ORDER 17-1

CONTRABAND/EVIDENCE STORAGE

The Carson "COPS" trailer **shall not** be used to store contraband and/or evidence seized.

All evidence seized shall be booked and processed in accordance with the Department's Manual of Policy and Procedure 5-04/040.00 BOOKING OF PROPERTY/EVIDENCE ITEMS and shall be stored in the manner described by the Department's Manual of Policy and Procedure 5-04/040.70 INITIAL STORAGE LOCATION OF PROPERTY/EVIDENCE UPON BOOKING

SERIALIZED EQUIPMENT/WEAPONS

All serialized and inventoried equipment shall be maintained by designated Carson "COPS" personnel unless that item is specifically issued to a "COPS" team member. If an item is specifically issued to a Carson "COPS" team member that member is responsible for that item.

Carson "COPS" team members who are issued a patrol rifle shall store their assigned patrol rifle in accordance with the Department's Manual of Policy and Procedure 5-09/170.25 STORAGE AND MAINTENANCE

"COPS" SUPERVISOR RESPONSIBILITIES

It is the responsibility of Carson "COPS" supervisor(s) to ensure the implementation of this order.

The supervisor(s) shall have an accounting of all personnel who has a key to access the trailer. In event of a significant staffing rollover, an assessment should be made to recommend the locks to be changed to maintain the accountability and security of the trailer and equipment therein.