

00-01 USE OF INFORMANTS



TASKFORCE FOR REGIONAL AUTOTHEFT

Unit Order: 00-01

Subject: USE OF INFORMANTS

PURPOSE

This Unit Order outlines the procedure for using informants as stated in the attached Manual of Policy and Procedures sections 3-01/110.60 through 3-01/110.90, and outlines the proper forms and documentation needed to establish such individuals as informants.

GUIDELINES

The use of informants is one of the basic tools employed by law enforcement to investigate and solve crime. The development and use of informants is an integral part of TRAP's intelligence gathering and investigative techniques. However, the use of informants is also a complex area of law enforcement that requires sound judgment and well-established procedures. TRAP shall be guided in the use of informants and Confidential Sources by LASD Manual of Policy and Procedures sections 3-01/110.60 through 3-01/110.90.

The uniformity of informant operations and the maximum utilization of informant resources require a coordinated effort among all TRAP personnel. There are distinct responsibilities to which each participant in the informant process must adhere. This order provides guidelines for TRAP personnel in the management of informants.

INFORMANT PACKAGES

Informant packages shall consist of the following forms submitted by the handling detective.

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| INFORMANT PACKAGE |
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| Informant Activation Form | SH-AD-685 |
| Personal History Form with Color Photo | Attachment "A" |
| Informant Activity Log | Attachment "A-1" |
| Copy of Signed "Informant Regulations & Entrapment" Form | Attachment "B" |
| Informant Payment Receipt | Attachment "C" |
| Informant Inactivation Form | Attachment "D" |
| Juvenile Informant Form | Attachment "E" |
| Fingerprint Card CAL/ID for Defendant Informants | |
| Any Form of Positive ID for Citizen Informants | |
| Informant's Criminal History CII, NCIC, RAPS, CCHRS, DMV, etc. | |

Additionally, the following items, if generated, are required to be part of the informant package.

| ADDITIONAL ITEMS (If generated) | |
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| Arrest Report (defendant informants only) | |
| Letters of Consideration (defendant informants only) | |
| Supplemental Reports indicating informant activity expenses that are not captured by paid activity receipts, i.e., controlled buys purchased by defendant informants | |

MARTIN L. RODRIGUEZ, CAPTAIN
