## 6-01-010 Operation Lieutenant Duties

## Los Angeles County Sheriff's Department

Printed: 1/18/2025 (WEB)

	Duty Statement: #6-01-010		
CUSTODY SERVICES DIVISION			
GENERAL POPULATION	Effective Date: 08-16-18		
PITCHESS DETENTION CENTER	Revision Date:		
SOUTH FACILITY	Review Date: 08-16-20		
Subject: Operations Lieutenant Duties			
Reference:			
Unit Commander Signature:	Date:		
PURPOSE OF ORDER:			
The purpose of this order is to establish the duties of the Pit operations lieutenant.	chess Detention Center (PDC) South Facility		
SCOPE OF ORDER:			

This order applies to a	ıll personnel	assigned to, a	and working	at PDC South	Facility.
-------------------------	---------------	----------------	-------------	--------------	-----------

## **ORDER:**

The operations lieutenant shall report to the PDC South unit commander. The primary duty of the operations lieutenant is to assist the captain in the administration and operation of the facility. The operations lieutenant shall augment the position of watch commander during personnel shortages and overtime reduction.

The responsibilities of personnel assigned as operations lieutenant shall include, but not be limited to the following:

- Assist the unit commander in the administration and operation of the facility
- Acts as unit commander in the unit commander's absence
- Supervise subordinate personnel
- Critically appraise and recommend dispositions on force packet reviews
- Act as chairperson of the employee fund
- Enforce policies and regulations of the Department and the Division
- Conduct special investigations

Printed: 1/18/2025 (WEB)

 Review all incoming and outgoing correspondence and reports to ensure adherence to Department policies and make routing assignments

Printed: 1/18/2025 (WEB)