

## CHAPTER 6 FIELD OPERATIONS

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### • 6-1 REPORTING THE USE OF FORCE



## HOMICIDE BUREAU DETECTIVE DIVISION BUREAU ORDERS

**Bureau Order Number: 6-1**

**Subject: REPORTING THE USE OF FORCE**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
Last Date Reviewed:	04/30/2021	Next Review Date:	04/30/2022

Regarding the use of force, Homicide Bureau personnel shall adhere to Department Policy detailed in the Manual of Policy and Procedures section 3-10/100.00 – Use of Force Reporting Procedures.

**REPORTING FORCE USED BY BUREAU PERSONNEL**

Any use of force:

(A) which is greater than that required for un-resisted Department-approved

1. Searching or handcuffing
2. Control holds or come-alongs
3. Hobbling, or

(B) Which results in an injury or a complaint of pain, constitutes reportable force and must be reported to their Team Lieutenant as soon as safely possible.

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• **6-2 BUREAU COMMANDER NOTIFICATIONS**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-2**

**Subject: BUREAU COMMANDER NOTIFICATIONS**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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The Homicide Bureau Commander shall be notified on all of the following cases:

- Deputy or Officer Involved Shooting incidents when investigators respond.
- Inmate or in-custody deaths.
- High profile or Unusual Homicide Incidents.
- - An incident which is generating, or has the distinct potential of generating, significant media interest.

- Incidents involving more than three deaths.
  - Incidents involving high profile or celebrity individuals.
  - Incidents involving Department personnel, including, but not limited to, suicides and accidental deaths.
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• **6-4 ARRESTS**



**HOMICIDE BUREAU**  
**DETECTIVE DIVISION**  
**BUREAU ORDERS**

**Bureau Order Number: 6-4**

**Subject: ARRESTS**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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Arrests made by Bureau personnel pursuant to Homicide Investigations shall be logged on the Homicide Bureau log. It shall be the responsibility of the arresting investigator to notify the Team Lieutenant and provide a log entry as soon as possible after the arrest.

All pertinent information shall be logged.

- Case number.
- Suspect name, sex, race, and age.
- Booking number and location of incarceration.
- Victim's name and date of murder.
- Brief synopsis of arrest, e.g. "Suspect apprehended without incident by investigators at his home in Lynwood."
- List any assisting units or agencies.
- If applicable, notify Sheriff's Information Bureau

If the arrest is made without a warrant, investigators must prepare the documents for judicial review. The completed probable cause declarations shall be presented to the Watch Commander or Watch Sergeant at

the booking location.

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- **6-5 SEARCH WARRANT**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-5**

**Subject: SEARCH WARRANT SERVICE**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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**PURPOSE**

The following Homicide Bureau search warrant service procedures shall be adhered to by all Homicide Bureau personnel. These guidelines are implemented to maximize the safety of everyone involved; to minimize the number of citizen complaints and allegations, and to insure that proper techniques are being utilized by each individual assigned to Homicide Bureau. All search warrant services shall be approved by the Team Lieutenant and adhere to Department Policy detailed in the Manual of Policy and Procedures section 5-09/465.50 – Service of Search Warrants and Affidavits.

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- **6-6 UTILIZATION OF CRIMINALIST AND CRIME SCENE PHOTOGRAPHER**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-6**

**Subject: UTILIZATION OF CRIMINALIST AND CRIME SCENE PHOTOGRAPHERS**

Effective Date:	09/01/1995	Last Date Revised:	
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Department criminalist and crime scene photographers comprise a significant and critical component of our investigative team. Their importance, and thoughtful utilization during crime scene processing, can hardly be overstated.

Investigators must, as soon as possible, fully brief arriving crime scene technicians regarding their specific mission. This briefing should be in-depth with regard to photographic angles and composition, all surfaces and items to be processed for fingerprints and all areas to be examined for trace evidence. Investigators should not merely assume that technicians will know what action the investigator desires them to undertake.

Our Department's crime scene technicians are highly trained and very experienced. Their knowledge of, and experience with, evidence collection techniques, photographs, etc., will generally far exceed ours. We should not normally direct their activities with respect to technique, but again, investigators should give them specific direction regarding what you want depicted, collected, analyzed or interpreted.

**• 6-8 ARSON- DEATH INVOLVED**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-8**

**Subject: ARSON – DEATH INVOLVED**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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Special Enforcement Bureau Arson Explosives Detail (AED) investigates all fires where deaths occur, as a

joint assignment with Homicide Bureau. Arson investigators shall be dispatched to the crime scene concurrent with the Homicide investigators.

If Homicide Bureau is called in by an outside jurisdiction because of a fire or explosion death, AED shall also be notified. The AED investigators shall be the notified and dispatched whether or not the outside jurisdiction has other arson investigators at the scene.

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• **6-9 CHILD ABUSE HOMICIDES**



**HOMICIDE BUREAU**  
**DETECTIVE DIVISION**  
**BUREAU ORDERS**

**Bureau Order Number: 6-9**

**Subject: CHILD ABUSE HOMICIDES**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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Paragraph 4-11/015.00 of the Case Assignment Section of the manual states that Special Victims Bureau (SVB) will be notified and will assist Homicide in child deaths where the victim is under 10 years of age and child abuse or neglect is suspected.

- Patrol will still be responsible for notifying Homicide and SVB as per the manual.
- The SVB notification shall be accomplished during duty hours by calling (562) 946-8531, or through Sheriff's Information Bureau after duty hours. The patrol deputy will note the SVB notification in the first report.
- A SVB Sergeant and investigator are available to respond to assist Homicide investigators, or for consultation on a 24-hour basis. SVB investigators can assist with the physical/sexual abuse portion of the investigation and assist in interviewing children. The SVB investigators will only respond if requested by the assigned Homicide investigator.
- If no immediate SVB response is necessary, the assigned Homicide investigator will follow-up on the next business day to ascertain if SVB has been notified and who the assigned SVB investigator will be. This shall be noted in the Homicide supplemental report.
- On all notifications, SVB investigators will query the three computer systems that track priors or prior reports of crimes against children on a county and state level. A supplemental report detailing the results of this inquiry will be submitted to the assigned Homicide investigator.

- SVB investigators will also complete the Child Abuse Investigation Report, SS8583, as required by Penal Code Section 11169, and forward the report to the Department of Justice. A copy of this report will be sent to Homicide for inclusion into the case file.
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• **6-10 WRONG DOOR AND DAMAGE REPAIR PROCEDURES**



**HOMICIDE BUREAU**  
**DETECTIVE DIVISION**  
**BUREAU ORDERS**

**Bureau Order Number: 6-10**

**Subject: WRONG DOOR AND DAMAGE REPAIR PROCEDURES**

Effective Date:	09/01/1995	Last Date Revised:	04/30/2021
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The possibility always exists that the private property of uninvolved or inculpable persons will be damaged during the course of our enforcement activities. Such circumstances include entry into the wrong location, locations where a landlord could not reasonably know of the criminal activity occurring there, family homes when parents do not know of criminal activity by their children and other similar situations. Whenever it is our obligation to repair the damaged property in such circumstances, the following procedures shall be adhered to:

If the incident occurred at the wrong location:

- The Team Lieutenant shall be notified immediately. The Team Lieutenant shall respond to the location and notify the Bureau Commander.
- The concerned station commander or chief of police shall be notified as soon as possible.
- The Risk Management Bureau, Civil Litigation Unit, shall be notified by the Team Lieutenant from the scene, and request them to respond and make arrangements to repair the damage.

In all instances:

- If the Civil Litigation Unit cannot respond, provide the owner or resident with a Claim for Damages to Person or Property form and, if necessary, assist in completing the form (See attachment).
- In the event that there is no resident or other responsible person at the location, the Team Lieutenant shall arrange for deputy/police personnel to remain at the location until a responsible party has arrived or

the location has been repaired or secured.

- A memorandum shall be submitted to the Bureau Commander explaining fully the circumstances of the incident.
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• **6-11 NOTIFICATION TO OTHER AGENCIES**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-11**

**Subject: NOTIFICATIONS TO OTHER AGENCIES**

Effective Date:	09/01/1995	Last Date Revised:	
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The importance of an accepted protocol for inter-agency notifications has become more important due to the proliferation of Task Forces and Teams involved in cross-jurisdictional investigations.

**NOTIFICATIONS**

Prior to a planned event, you shall notify the agency of the proposed event in a timely manner. Notification will normally be to the agency's Watch Commander. Such notification should include:

- The time and location of the planned event and the names of the involved persons, if applicable.
- The nature of the planned event, i.e., search warrant, stationary surveillance, etc.
- An assessment of the potential problems.
- What assistance, if any, is or may be requested of the agency.

Once received, the agency is responsible for:

- Maintaining the confidentiality of the information.
- Any intra-departmental notifications which they deem appropriate.
- Providing reasonable assistance, if requested.

At the conclusion of the event, you shall make an exit notification to advise of the event's termination. If possible, this notification should be to the same individuals or their relief. Should the event result in a



noteworthy incident (i.e., arrest of a notable person), this information shall likewise be conveyed to the agency. Press notifications, if appropriate, should be handled by our agency or jointly.

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**• 6-17 DOMESTIC VIOLENCE DEATHS INVESTIGATIONS- DCFS NOTIFICATIONS**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-17**

**Subject: DOMESTIC VIOLENCE DEATHS INVESTIGATIONS – DCFS NOTIFICATIONS**

Effective Date:	09/01/1995	Last Date Revised:	02/28/2017
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When it is determined that an incident is domestic violence and involves a deceased person, victim and/or suspect whose relationship is defined in Family Code section 6211, the Homicide Bureau investigator shall call the Department of Children and Family Services (DCFS) if the deceased person, victim, and/or suspect has minor children whether or not the children live in the home. If DCFS has been called by a deputy prior to the Homicide Bureau investigator's arrival, the Homicide Bureau investigator does not have to call DCFS.

**Family Code 6211**

"Domestic violence" is abuse perpetrated against any of the following persons:

- (a) A spouse or former spouse.
- (b) A cohabitant or former cohabitant, as defined in Section 6209.
- (c) A person with whom the respondent is having or has had a dating or engagement relationship.
- (d) A person with whom the respondent has had a child, where the presumption applies that the male parent is the father of the child of the female parent under the Uniform Parentage Act: Part 3, commencing with Section 7600 of Division 12.

(e) A child of a party or a child who is the subject of an action under the Uniform Parentage Act, where the presumption applies that the male parent is the father of the child to be protected.

(f) Any other person related by consanguinity or affinity within the second degree.

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• **6-18 REQUESTS FOR DIGITAL MEDIA**



**HOMICIDE BUREAU  
DETECTIVE DIVISION  
BUREAU ORDERS**

**Bureau Order Number: 6-18**

**Subject: REQUESTS FOR DIGITAL MEDIA**

Effective Date:	02/22/2018	Last Date Revised:	02/22/2018
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**I. CONCEPT AND ISSUES**

**A. Purpose**

The purpose of this bureau order is to establish procedures for the preservation and/or seizure of media outlets' digital (photographic, audio, or video) product.

**B. Background**

During the course of investigating deaths and/or deputy and officer involved shootings, it has become increasingly common for news and media outlets to capture photographic, audio, or video evidence pertinent to the case. Because most media outlets typically purge their databases every 3 to 4 days, it is imperative investigators take steps to preserve raw footage in the very early stages of any investigation wherein it is known the footage exists.

**C. Scope of Policy**

This policy is directed to all Homicide Bureau investigators and any other Detective Division

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investigator working in conjunction with Homicide Bureau.

### D. Training

Homicide Bureau sergeants and lieutenants shall ensure that all personnel under their supervision have been appropriately briefed on the contents of this policy.

### E. Accountability

The Operations Lieutenant.

### F. Conclusion

The intent of this policy is to establish standardized procedure for the purpose of the preserving and/or seizing of news outlets' digital (photographic, audio, or video) media in a manner that is lawful, within policy, and maintains a positive working relationship with the media.

## II. POLICY

Any deviation in these practices will require the notification and approval of the Homicide Bureau Captain.

In all cases, should investigators become aware of the presence of photographs, audio or video, investigators should ask for unedited copies (raw footage) when it exists. If a news organization is not willing to provide the digital media voluntarily, efforts should be made to determine if grounds exist that support attempting to secure the photographs, audio, or video through the preparation and service of a search warrant.

County Counsel should be consulted in cases involving the service of search warrants or court orders for the purpose of obtaining photographs, audio, or video from media outlets. A preservation letter should immediately be sent to the media organization to ensure the sought digital media is maintained throughout the process.

In balancing our relationship with the media, this should not be a confrontational process and SIB should be utilized as our conduit. Knowing that our cases are not just reviewed by the District Attorney's Office, but administratively by the Department and by the civil courts, our efforts must be as detailed and comprehensive as possible.

All such efforts to obtain such media should be accomplished as expeditiously as possible as most media outlets purge their data within 3-4 days of the incident.

This Bureau Order in no way supersedes processes and prohibitions set forth in the Manual of Policy and Procedures.

For further, refer to the following MPP sections:

**3-01/080.16 PHOTOGRAPHY, AUDIO, AND VIDEOTAPING BY THE PUBLIC AND THE PRESS**

**5-04/020.30 SEIZURE OF PHOTOGRAPHIC, VIDEO, OR AUDIO EVIDENCE FROM A PRIVATE CITIZEN OR MEMBER OF THE PRESS**

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