

## 10-1 BODY WORN CAMERA UNIT - USE OF COUNTY VEHICLES



### HOMICIDE BUREAU DETECTIVE DIVISION BUREAU ORDERS

**Bureau Order Number: 10-1**

**Subject: BODY WORN CAMERA UNIT (BWCU) – USE OF COUNTY VEHICLES**

Effective Date:	04/05/2021	Last Date Revised:	05/18/2021
Last Date Reviewed:	05/18/2021	Next Review Date:	05/18/2022

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### I. CONCEPT AND ISSUES

#### A. PURPOSE

The purpose of this order is to establish policy for the Body Worn Camera Unit's use of County vehicles.

#### B. BACKGROUND

The majority of Homicide BWCU sworn personnel require the assignment of a take home County vehicle as their duties frequently require them to respond to scenes from their homes. Additionally, professional staff assigned to the unit will require the utilization of pool vehicles assigned to the unit.

#### C. SCOPE OF POLICY

This policy is directed to all Homicide Bureau personnel working within the Body Worn Camera Unit and any other personnel assigned to in a temporary or permanent capacity.

#### D. TRAINING

Body Worn Camera Unit Sergeants and Lieutenants shall ensure that all personnel under their supervision have been appropriately briefed on the contents of this policy.

#### E. ACCOUNTABILITY

The Unit Commander.

## **F. CONCLUSION**

The intent of this policy is to establish procedures for care and use of take home and pool vehicles.

## **II. POLICY**

The use of take-home and County pool vehicles by investigators, civilians, and supervisory personnel assigned to Homicide Bureau working within the Body Worn Camera Unit has been authorized with specific limitations in order to facilitate the unique nature of our mission. The use of a take-home and pool vehicle brings with it various responsibilities. This order will address some, but not necessarily all, of the issues and responsibilities associated with this privilege.

### **AUTHORIZATION**

Homicide Bureau shall maintain appropriate documentation which identifies personnel who are assigned County vehicles and are subsequently authorized to take those vehicles home. This documentation shall include the location where the County vehicle will be parked during off-duty hours. Such documentation shall be reviewed at least once annually by the respective Area Commander.

All personnel are not pre-authorized a take-home vehicle. If an occasion arises when driving a vehicle home would be cost effective, such as to deter the expenditure of overtime, or to benefit an investigation, permission shall be obtained from a Lieutenant. The approval and the name of the Lieutenant giving approval shall be noted in the investigator's notebook or "Red Book" for historical reference.

County vehicles shall not be utilized during off-duty hours, with the exception of those personnel who are in-transit to or from an assignment. Proper care shall also be utilized to maintain and protect County vehicles and County property stored within such vehicles.

Unassigned pool vehicles shall be parked at a Los Angeles County Sheriff's Department facility, a location occupied by the Los Angeles County Sheriff's Department, or an approved County facility.

Sworn personnel operating vehicles equipped with authorized red light and siren may initiate code 3 responses when necessary. Professional Staff personnel when operating a vehicle outfitted with code 3 equipment, shall not under any circumstances utilize the red light or siren.

Any deviation from this policy requires the pre-approval of the Homicide Unit Commander.

Additional information regarding the care of County property can be found within the Manual of Policy and Procedures.

Body Worn Camera Unit personnel who have a need to drive a County vehicle while off-duty shall obtain prior approval from a supervisor of at least the rank of Lieutenant.

There may be extremely limited situations wherein personnel may be specifically authorized to consume

alcoholic beverage in order to maintain the covert nature of an investigation; however, at no time shall personnel drive a County vehicle or a mileage permittee vehicle while under the influence of an alcoholic beverage.

This order does not preclude Team Lieutenants from establishing more restrictive guidelines in regards to the use, care and maintenance of County vehicles.

**APPLICABLE POLICIES**

- 3-06/140.12-Department Assigned Vehicles
  - 3-09/200.25-Use of Code 3 –Authority/Responsibility
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