

1-7 Narcotics Bureau Reserve Company

NARCOTICS BUREAU

DETECTIVE DIVISION

LOS ANGELES COUNTY SHERIFF DEPARTMENT

Bureau Order Number: **1-7**

Subject: **NARCOTICS BUREAU RESERVE COMPANY**

Effective Date:	07/01/2008	Last Date Revised:	10/15/2019
Last Date Reviewed:	04/01/2021	Next Review Date:	04/01/2022

I. POLICY

PURPOSE OF POLICY

The purpose of this order is to establish Bureau policy regarding the Narcotics Bureau Reserve Company. In addition to this order, all policies and procedures concerning reserve personnel outlined in the Department Manual of Policy and Procedures and the Reserve Forces Bureau Manual shall be adhered to.

SELECTION STANDARDS FOR RESERVE PERSONNEL

- Minimum of 2 years patrol and/or investigative experience
- Must have successfully completed the 200-hour Field Training Program
- Must have a driving record with no more than one preventable accident within the previous 12 months

- Physical condition must be such to meet job task criteria.
- Applicant's performance evaluation must be competent or above during the twelve-month period prior to appointment.

SELECTION PROCESS

- Application
- Resume
- Background evaluation
- Oral interview
- Examination of written product

STRUCTURE

The Narcotics Bureau Reserve Company shall consist of level 1 Reserve Deputy Sheriff's. This number may increase in the future based on need and approval from the Reserve Forces Committee, Level 2 and Level 3 Reserve Deputy

Sheriffs can be members of the Narcotics Reserve Company but will be utilized in specialty area such as "LA CLEAR". Level 2 or 3 three Reserve Deputy Sheriffs will not participate in Narcotics Bureau field operations.

Appointment(s) of reserve deputies to reserve "title" is at the discretion of the Bureau Commander based on recommendations from the Unit Coordinator and Reserve Company "Team Leader".

The structure of the Reserve Company is as follows:

BUREAU CAPTAIN

UNIT COORDINATOR

(Regular Sergeant)

RESERVE "Team Leader"

FIELD OPERATIONS PLATOON

Additional platoons may be added contingent upon operational need and the growth of the Company.

DUTIES

The duties of Reserve personnel shall be consistent with the policies of the Department and correspond to the "level" of the reserve deputy.

Duties of personnel assigned to the Field Operations Platoon may include:

- Aerial observation for surveillance
- Ground surveillance
- Analytical background investigations of suspects
- Activities associated with marijuana eradication
- Support activities associated with "buy busts" and "reverse stings" (transportation, booking, security, etc)

- Support activities associated with search warrant services
- Short term station level investigations, such as those involving local community problems, etc.
- Station in-custody services
- Arrest Warrant sweeps

TRAINING

Since the duties associated with narcotics enforcement are so specialized, appropriate training is necessary for reserve personnel performing those duties. Newly assigned personnel should attend the following courses as soon as possible:

- Orientation to Bureau policy and procedures (mandatory all)
- Basic investigators course (Level 1 reserves)
- Basic and advanced narcotics courses (Level 1 reserves)
- High risk entry training (Level 1 reserves)

These courses may be given during weekends or evening when reserve personnel are available. Optional courses designed to meet special duties may be provided when necessary, i.e. Aerial Observer School and Marijuana Eradication Techniques. When possible, reserve deputies shall be included in the same training as regular personnel.

Each newly assigned reserve deputy shall be assigned a training officer, and shall receive the same information and training as regular deputies assigned as investigators if they are assigned to case investigation duties. S/R personnel assigned to duties assisting regular narcotics detectives under their supervision and not performing investigative functions will not be required to complete investigators training. The orientation period may also require some home study on the part of the reserve trainee.

MISCELLANEOUS INFORMATION

A Reserve meeting shall be conducted each month in order to conduct Company business and necessary training. In addition to this meeting, Reserves are also required to work a minimum 16 hours each month.

A "reserve book" shall be maintained by the unit coordinator. This book shall contain the reserve's personal information, capabilities, training records, working schedule, etc. All scheduling, call-outs and request to utilize reserve personnel shall be handled by the reserve coordinator.

ORIGINAL SIGNED

LOYL. MCBRIDE, CAPTAIN

NARCOTICS BUREAU
