4-01/005.15 - Responsibility of the Watch Sergeant

The approving sergeant is responsible for reviewing the first report and ensuring a thorough preliminary investigation was conducted, all relevant and material information has been documented, and all screening factors have been appropriately checked.

The sergeant approving the report will make the final patrol determination as to whether the report will be classified as active or pending. Reports shall be processed into the Los Angeles Regional Crime Information System (LARCIS) as either active or pending based solely on this determination.

Watch sergeants who are made aware of deficiencies in the work performance of personnel related to the execution of station operations shall take appropriate actions to address and correct them. The appropriate actions to address a deficiency may include training, documentation (Performance Log Entry [PLE] etc.), or an administrative investigation