

## **UNIT ORDER #24 - EMPLOYEE CLIQUES, SUBGROUPS AND/OR DEPUTY GANG INFORMATION AND INVESTIGATIONS**

### **PURPOSE OF THIS ORDER:**

This order is intended to provide Internal Affairs Bureau (IAB) investigators and managers with procedures and expectations related to investigations, as well as the reporting of information, about employee cliques, subgroups, and/or “deputy gangs.”

### **PROCEDURES:**

The attached list of questions, titled **Internal Affairs Bureau**

**Employee Cliques and/or Deputy Gang Investigation Questions** has been compiled from more than one administrative investigation and has been created over time. Not all listed questions are used for every case involving allegations of violations of Manual of Policy and Procedures section 3-01/050.83, but allows for options depending on the facts of individual investigations. Some question examples provided overlap and are similar. This list is not intended to be all-inclusive or limiting and can be modified and expanded as needed on a case-by-case basis.

This list shall be referenced and used in all cases in which either, there are allegations of violations of Manual of Policy and Procedures section 3-01/050.83 Employee Groups which Violate Rights of Other Employees or Members of the Public, or involve any allegation of misconduct related to membership in an employee subgroup, clique, or “deputy gang.”

Allegations of deputy clique or gang participation that arise from complaints (Watch Commander Service Comment Report), civil lawsuits, social media, or other sources, pertaining to the investigation at hand, are reasons to include probative lines of questioning about employee clique, subgroup and/or “deputy gang” membership, affiliation, and to inquire whether such membership is related to the alleged misconduct or employee(s) actions.

Department policies and procedures related to Workplace Violence, Retaliation, the Policy of Equality, and Psychological Services Bureau referrals shall be followed, when applicable.

### **Reporting of Information**

When during the course of an administrative investigation, new, previously unknown information is discovered pertaining to the existence of an employee clique, subgroup and/or “deputy gang,” the investigator shall author a memorandum to the IAB unit commander and responsible unit commander or director outlining the facts. For incidents of alleged criminal and non-criminal misconduct, reference Unit Order #21. All memorandums related to known or alleged employee cliques, subgroups and/or “deputy gangs,” shall be copied to the responsible division chief or division director.

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