

## **2005 - 17 NOTIFICATIONS AND REPORTING OF SIGNIFICANT INCIDENTS**

### **PURPOSE OF ORDER**

This order updates the policy for initiating the proper unit notifications and reporting significant incidents. Includes e-mail notifications to an area lieutenant and/or the Unit Commander.

### **SCOPE OF ORDER**

This order applies to all Bureau personnel.

### **ORDER**

When incidents occur beyond the normal scope of Bureau operations (as outlined below), the appropriate supervisor shall be notified within a timely manner. The supervisor shall then contact the concerned lieutenant, who will determine and recommend the necessary notifications.

Significant incidents, such as on or off-duty deputy-involved shootings, large narcotics seizures, firearm seizures, or any incident with the potential to attract media, requires

1. An Operational Log entry through the Sheriff's Information Bureau at (213) 229-2222,
2. A memorandum to Division Headquarters and
3. A copy sent to OSS Bureau Headquarters Operations Staff.

Bureau personnel are encouraged to immediately notify an area lieutenant of all noteworthy incidents.

---