

CHIEF OF DETECTIVES

NOTICE

July 11, 2023

1.8

TO: All Concerned Personnel

FROM: Chief of Detectives

SUBJECT: HOMICIDE VICTIMS WEBSITE

It is crucial for the public to be informed about homicides in the City because they not only affect the families and loved ones of victims, but also the entire community. Public awareness of homicides can also aid law enforcement in their investigations by providing potential leads and information. Finally, it is important for the public to have transparency and accountability from authorities to ensure justice is served for victims and their families.

The Department has always strived to ensure the best interests of our communities and to remain transparent in the dissemination of information for public interest. As such, the Department has created a link to the Department's public website (www.lapdonline.org) which is managed by Media Relations Division (MRD). The link was designed to inform the community of all reported homicides within all geographic Areas as of 2022. The website includes the following information, available to the public, for each homicide victim:

- The victim's name;
- A photograph of the victim;
- The date and time the incident occurred;
- The hundred block and street location of the incident;
- The victim's age;
- The victim's gender;
- The victim's descent;
- If an arrest(s) was made;
- The investigating officers' name(s) and contact number; and,
- A brief description of the circumstances of the case.

PURPOSE. The purpose of this Notice is to provide investigating officers with a checklist of information required for posting a victim's information to the Department's public website for each homicide investigation.

INVESTIGATING OFFICER'S RESPONSIBILITIES. Investigating Officers (IO) shall provide the information from the attached checklist for all homicides to their respective Homicide Coordinator or Bureau representative. The completed checklist is to remain with the Murder Book or investigator's case package. The IO shall attempt to obtain consent from the victim's family prior to the posting of their photo on the website. If consent is not obtained, then the IO(s) shall not include a photo of the victim. Consent, if obtained, shall be documented in

the Detective Case Tracking System (DCTS) and should include the date, time, and information of the person(s) giving consent.

Note: Verbal consent is sufficient and is required from the victim’s family prior to posting on the website. Preferably, utilize a Department of Motor Vehicles or personal photo of the victim. A booking photo may be used if the victim’s family consents to the use of a booking photo.

HOMICIDE COORDINATOR / BUREAU REPRESENTATIVE RESPONSIBILITIES.

All Homicide Coordinators or Bureau representatives shall supply the homicide information obtained from the IO(s) to the Office of Special Operations (OSO). The OSO will vet the homicide information prior to submitting to MRD for addition to the Department’s public website.

DETECTIVE SUPERVISOR’S RESPONSIBILITIES. Detective Supervisors are responsible for ensuring the IO(s) include the required information on the attached checklist. The information shall be provided by the Homicide Coordinator or Bureau coordinator during the required bi-weekly reporting period.

DETECTIVE COMMANDING OFFICER’S RESPONSIBILITIES. Detective Commanding Officers whose personnel complete the attached checklist shall be responsible for compliance with this Notice.

FORMS AVAILABILITY. The Homicide Victims Website Checklist (established May 2023) will be available in LAPD Forms on the Department’s Local Area Network (LAN). The Homicide Victims Website Checklist is attached for immediate duplication and use.

Should you have any questions or concerns regarding this Notice, please contact Detective Bureau at (213) 486-7000.



KRIS E. PITCHER, Deputy Chief
Chief of Detectives

APPROVED:



DANIEL RANDOLPH, Deputy Chief
Chief of Staff
Office of the Chief of Police

Attachment

DISTRIBUTION “D”

HOMICIDE VICTIMS WEBSITE CHECKLIST

- Victim Name**
Include the victim's name.
- Photograph of Victim**
Verbal consent is sufficient and is required from the victim's family prior to posting on the website. Preferably, utilize a DMV or personal photo of the victim. A booking photo may be used if the victim's family consents to the use of a booking photo. Consent, if obtained, shall be documented in DCTS.
- Victim Gender**
Include the victim's gender.
- Victim Descent**
Include the victim's descent.
- Victim Age**
Include the age of the victim at the time the crime occurred.
- Circumstances of the Case**
Include a brief synopsis of the incident. Information is provided at the discretion of the investigating detective(s). Do not include any information that could compromise the investigation.
- Location of Occurrence**
Include the hundred block(s) and street name of the incident only (e.g. 100 block of Main Street).
- Area of Occurrence**
Include the Area where the crime occurred.
- DR Number**
Include the Division of Records number.
- Date of Occurrence**
Include the date the incident occurred.
- Time of Occurrence**
Include the time the incident occurred.
- Date of Death**
Include the date the victim's death occurred (may differ from the date the incident occurred).
- Arrest(s) Made**
Provide a Yes or No response only.
- Investigating Detective(s)**
Include the last name and serial numbers of the investigating detective(s).
- Investigating Detective(s) Contact Information**
Include the contact phone number for the investigating detective(s).