

OFFICE OF SUPPORT SERVICES

NOTICE 3.5

July 24, 2023

TO: All Commanding Officers

FROM: Director, Office of Support Services

SUBJECT: FISCAL YEAR 2023/24 COST ACCOUNTING DISTRIBUTION REPORT

Attached is the distribution of divisional funding for the purchase of administrative and operating supplies for Fiscal Year (FY) 2023/24. Fiscal Group (FG) determines the funding for divisional accounts primarily based on personnel staffing levels during the final pay period of FY 2022/23.

Each command shall *strictly* monitor its expenditures and the use of allocated funds. Please ensure that *spending does not exceed 9.1 percent of the divisional budget each month*, from July 2023 to May 2024.

Also, due to the processing deadlines set by the City Controller and the Department of General Services, *orders made in June 2024 may not be processed in time*. This is the reason that FG assumes zero budget availability for June 2024.

Below is a brief explanation of what each of the accounts allows for purchasing:

- Account 3090 – Field and investigative expenses such as batteries, gloves, property bags, and evidence seals.
- Account 6010 – Office and administrative expenses such as general office supplies.

Each commanding officer shall adhere to Department Manual Section 3/508, *Requests for Equipment, Supplies, or Services*. Requisitions, Form 15.11.00, shall be signed by the division, area, or bureau commanding officer. Additionally, to maintain audit compliance, packing slips for all orders shall be immediately forwarded via email to Supply Section, Fiscal Group, at Supply@lapd.online.

If you have any questions regarding this notice, please contact Senior Management Analyst II Manuel Rodarte, Fiscal Group Supply Section, at (213) 473-7838.



DOMINIC H. CHOI, Assistant Chief
Director, Office of Support Services

Attachment

DISTRIBUTION "B"

COST ACCOUNTING DISTRIBUTION REPORT FY 2023-2024

Division No.	DIVISION NAME	Body Count including Loaned	APPROVED ALLOCATION FY 23-24 3090	C A C F # 3090	APPROVED ALLOCATION FY 23-24 6010	C A C F # 6010	TOTAL FY 23-24
		11,054	\$ 111,621		\$ 869,568		\$ 981,189
000	CRITICAL INCIDENTS REVIEW DIVISION	34	\$0		\$2,715	700374	\$2,715
003	OFFICE OF OPERATIONS	96	\$0		\$7,666	700375	\$7,666
005	OFFICE OF SPECIAL OPERATIONS	10	\$0		\$799	700376	\$799
010	CENTRAL AREA	341	\$3,355	700330	\$27,230	700377	\$30,585
020	RAMPART AREA	260	\$2,511	700331	\$20,762	700378	\$23,273
030	SOUTHWEST AREA	312	\$3,067	700332	\$24,914	700379	\$27,981
040	HOLLENBECK AREA	260	\$2,532	700333	\$20,762	700380	\$23,293
050	HARBOR AREA	257	\$2,460	700334	\$20,522	700381	\$22,982
060	HOLLYWOOD AREA	305	\$3,005	700335	\$24,355	700382	\$27,360
070	WILSHIRE AREA	233	\$2,305	700336	\$18,606	700383	\$20,911
080	WEST LA AREA	255	\$2,521	700337	\$20,362	700384	\$22,884
090	VAN NUYS AREA	230	\$2,213	700338	\$18,366	700385	\$20,579
100	WEST VALLEY AREA	240	\$2,305	700339	\$19,165	700386	\$21,470
110	NORTHEAST AREA	277	\$2,737	700340	\$22,119	700387	\$24,857
120	7TH STREET AREA	345	\$3,355	700341	\$27,549	700388	\$30,904
130	NEWTON AREA	302	\$2,964	700342	\$24,115	700389	\$27,079
140	PACIFIC AREA (INCLUDING LAX FIELD SERVICES DIVISION)	312	\$3,077	700343	\$24,914	700390	\$27,991
150	NORTH HOLLYWOOD AREA	217	\$2,079	700344	\$17,328	700391	\$19,407
160	FOOTHILL AREA	238	\$2,316	700345	\$19,005	700392	\$21,320
170	DEVONSHIRE AREA	251	\$2,449	700346	\$20,043	700393	\$22,492
180	SOUTHEAST AREA	309	\$3,077	700347	\$24,674	700394	\$27,751
190	MISSION AREA	276	\$2,686	700348	\$22,039	700395	\$24,725
200	OPERATIONS - CENTRAL BUREAU	94	\$0		\$7,506	700396	\$7,506
210	OPERATIONS - SOUTH BUREAU	64	\$0		\$5,111	700397	\$5,111
215	SOUTH BUREAU HOMICIDE DIVISION	72	\$700	700656	\$5,749	700657	\$6,449
220	OPERATIONS - WEST BUREAU	75	\$0		\$5,989	700398	\$5,989
230	OPERATIONS - VALLEY BUREAU	102	\$0		\$8,145	700399	\$8,145
240	CENTRAL TRAFFIC DIVISION	117	\$1,173	700349	\$9,343	700400	\$10,516
250	SOUTH TRAFFIC DIVISION	118	\$1,163	700350	\$9,423	700401	\$10,585
260	VALLEY TRAFFIC DIVISION	156	\$1,564	700351	\$12,457	700402	\$14,021
270	WEST TRAFFIC DIVISION	115	\$1,163	700352	\$9,183	700403	\$10,346
280	OLYMPIC AREA	237	\$2,316	700353	\$18,925	700404	\$21,241
290	TOPANGA AREA	234	\$2,223	700354	\$18,685	700405	\$20,908
300	DETECTIVE BUREAU	15	\$0		\$1,198	700406	\$1,198
310	SECURITY SERVICES DIVISION	197	\$2,027	701359	\$15,731	701360	\$17,758
322	DETECTIVE SUPPORT AND VICE DIVISION	133	\$1,348	700355	\$10,620	700407	\$11,969
332	EMERGENCY SERVICES DIVISION	91	\$916	700356	\$7,267	700408	\$8,182
342	COMMERCIAL CRIMES DIVISION	79	\$720	700357	\$6,308	700409	\$7,029
352	ROBBERY HOMICIDE DIVISION	66	\$597	700358	\$5,270	700410	\$5,867
372	JUVENILE DIVISION	64	\$607	700359	\$5,111	700411	\$5,718
411	METROPOLITAN DIVISION	260	\$2,593	700360	\$20,762	700412	\$23,355
420	TRAFFIC GROUP	49	\$443	700362	\$3,913	700414	\$4,355
421	AIR SUPPORT DIVISION	79	\$751	700361	\$6,308	700413	\$7,060

COST ACCOUNTING DISTRIBUTION REPORT FY 2023-2024

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		11,054	\$ 111,621		\$ 869,568		\$ 981,189
450	COMPSTAT	29	\$0		\$2,316	702623	\$2,316
500	OFFICE OF SUPPORT SERVICES	6	\$0		\$479	700416	\$479
510	ADMINISTRATIVE SERVICES BUREAU	12	\$0		\$958	700417	\$958
520	INFORMATION TECHNOLOGY DIVISION	34	\$0		\$2,715	700418	\$2,715
540	FISCALGROUP	60	\$0		\$4,791	700420	\$4,791
550	ECCCS	51	\$0		\$4,072	703056	\$4,072
560	COMMUNICATIONS DIVISION	540	\$432	700363	\$30,000	700421	\$30,432
565	FACILITIES MANAGEMENT DIVISION	15	\$0		\$1,198	700422	\$1,198
567	INFORMATION TECHNOLOGY BUREAU (INCLUDING IMD)	54	\$0		\$4,312	700423	\$4,312
570	BEHAVIORAL SCIENCE SERVICES	16	\$0		\$1,278	700424	\$1,278
600	TRAINING BUREAU	38	\$278	700364	\$3,034	700425	\$3,312
610	PERSONNEL DIVISION	72	\$0		\$5,749	700426	\$5,749
615	RECRUITMENT AND EMPLOYMENT DIVISION	58	\$0		\$4,631	700427	\$4,631
630	TRAINING DIVISION	194	\$1,698	700365	\$15,491	700428	\$17,189
635	POLICE TRAINING AND EDUCATION	14	\$0		\$1,118	700429	\$1,118
714	FORENSIC SCIENCE DIVISION	187	\$1,924	700366	\$14,932	700430	\$16,857
724	TECHNICAL INVESTIGATION DIVISION	118	\$1,214	702704	\$9,423	702347	\$10,637
734	CUSTODY SERVICES DIVISION (VALLEY/METRO/OPER)	432	\$29,446	700367	\$34,496	700431	\$63,942
746	EVIDENCE AND PROPERTY MANAGEMENT DIVISION	98	\$1,009	700368	\$7,826	700432	\$8,834
766	RECORDS AND IDENTIFICATION DIVISION	124	\$0		\$9,902	700433	\$9,902
787	MOTOR TRANSPORT DIVISION	158	\$0		\$12,617	700434	\$12,617
797	AUDIT DIVISION	29	\$0		\$2,316	700435	\$2,316
800	APPLICATION DEVELOPMENT AND SUPPORT DIVISION	28	\$0		\$2,236	700436	\$2,236
810	OFFICE OF CONSTITUTIONAL POLICING AND POLICY	38	\$0		\$3,034	700437	\$3,034
830	PROFESSIONAL STANDARDS BUREAU	125	\$1,029	700369	\$9,982	700438	\$11,011
840	COMMUNITY SAFETY PARTNERSHIP BUREAU	110	\$0		\$8,784	703190	\$8,784
850	FORCE INVESTIGATION DIVISION	76	\$638	700370	\$6,069	700439	\$6,707
870	GANG AND NARCOTICS DIVISION	163	\$1,554	700371	\$13,016	700440	\$14,570
910	MAJOR CRIMES DIVISION	86	\$834	700372	\$6,867	700441	\$7,701
920	COUNTER TERRORISM AND SPECIAL OPERATIONS BUREAU	16	\$0		\$1,278	700442	\$1,278
930	EMPLOYEE RELATIONS GROUP	13	\$0		\$1,038	700443	\$1,038
940	PUBLIC COMMUNICATIONS GROUP (INCLUDING MRD)	32	\$0		\$2,555	700444	\$2,555
950	CHIEF OF POLICE/CHIEF OF STAFF	66	\$0		\$5,270	700445	\$5,270
955	RISK MANAGEMENT AND LEGAL AFFAIRS DIVISION	95	\$0		\$7,586	700446	\$7,586
970	COMMISSION INVESTIGATION DIVISION	38	\$247	700373	\$3,034	700448	\$3,281
980	POLICE COMMISSION (INCLUDING INSPECTOR GENERAL)	52	\$0		\$4,152	700449	\$4,152
	TOTAL	11,054	\$ 111,621		\$ 869,568		\$ 981,189