

**OFFICE OF THE CHIEF OF POLICE**

**ADMINISTRATIVE ORDER NO. 18**

November 7, 2019

**SUBJECT: IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE – FIELD NOTEBOOK DIVIDER, FORM 18.43.01 – ACTIVATED**

**PURPOSE:** The Identifying and Investigating Incidents Involving Threatened Acts of Targeted Mass Violence – Field Notebook Divider, Form 18.43.01, has been established and provides guidelines for field officers who are called to identify and investigate threatened acts of targeted mass violence.

**PROCEDURE: IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE – FIELD NOTEBOOK DIVIDER, FORM 18.43.01 – ACTIVATED.** The Identifying and Investigating Incidents Involving Threatened Acts of Targeted Mass Violence – Field Notebook Divider, Form 18.43.01, has been activated.

**FORM AVAILABILITY:** The Identifying and Investigating Incidents Involving Threatened Acts of Targeted Mass Violence – Field Notebook Divider, Form 18.43.01, is available in E-Forms on the Department's Local Area Network and is attached for immediate use and duplication.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



MICHEL R. MOORE  
Chief of Police

Attachment

DISTRIBUTION "D"

# IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE FIELD NOTEBOOK DIVIDER

Experience has shown that police officers who have had contact with an individual(s) who later committed an act of targeted violence were offered clues to the planned attack. Had those clues been recognized and an immediate intervention taken place, the shooting may have been prevented. **Not all calls involving a subject who is suffering from a mental illness will present itself as a targeted attack call. Not all targeted school attack calls will be generated at a school. When investigating any call, take a moment and utilize these suggested guidelines and if necessary, ask the following questions to obtain information and take appropriate action.**

“Targeted violence” is defined as an incident of violence where a known or knowable attacker selects a particular target prior to his or her violent attack.

## NOTIFICATIONS/TELEPHONE NUMBERS FOR POLICE USE ONLY

- |   |                |   |                |
|---|----------------|---|----------------|
| <input type="checkbox"/> Divisional Watch Commander   |                | <input type="checkbox"/> Threat Management Unit   | (213) 996-1370 |
| <input type="checkbox"/> Major Crimes Division, Department School Violence Coordinator (business hours) | (213) 486-7220 | <input type="checkbox"/> LAUSD Police Watch Commander   | (213) 625-6631 |
| <input type="checkbox"/> Department Operations Center (off-hours)                                       | (213) 484-6700 | <input type="checkbox"/> LAUSD Crisis Counseling & Intervention Services (business hours)                 | (213) 241-2831 |
| <input type="checkbox"/> Mental Evaluation Unit   | (213) 996-1300 | <input type="checkbox"/> Los Angeles County Department of Mental Health (LACDMH) Assessment Response Team | (213) 739-5565 |

**Note: If, during a radio call, officers realize that based on statements and physical evidence that one or more of the subjects involved in the call may also be engaged in behaviors that could lead them to commit a violent attack on a large group of individuals, the officers should continue their investigation and notify the proper resources and specialized units. See above for the list of notifications and telephone numbers.**

### Field Encounters – While Enroute:

- |   |   |
|---|---|
| <input type="checkbox"/> Review the comments of the radio call. Do the comments of the call indicate the subject wants to hurt themselves? Others? If others, how?  | <input type="checkbox"/> Ascertain if the threat is immediate, or if the incident was generated because of a comment or other form of communication.  |
| <input type="checkbox"/> If the call indicates the suspect is considering an act on a targeted school (mass violence), try to determine where a safe location to meet might be. The person reporting (PR) may not want to be identified and a neutral location may be beneficial. | <ul style="list-style-type: none"><li>○ If immediate, take appropriate tactical action (see MACTAC, UOF – Tactics Directive).</li><li>○ Request additional resources.</li><li>○ Assess and control the scene.</li><li>○ Establish a command post.</li></ul> |

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## Family/Friends/Associates:

- How did they learn about the possible threat?
- What about the subject's behavior(s) concerns them?
- Did the subject make concerning statements? Detail them.
- Does the subject have thoughts of hurting himself/herself or others?
- Has the subject ever made direct references that the school/other location will be "shot up," "blown up," "will no longer exist," etc., either in a joking manner or passing reference?
- Have there been any major changes in the subject's life? Family death? Breakup?
- Do they believe that the subject may have a mental illness? Which illness? Why?
- Does the subject take medications? For what?
- How does the subject feel? Angry? Agitated? Happy? Sad? Has he/she become isolated?
- Has the subject been bullied?
- Have there been issues at work? School? Home?
- Does the subject own or have access to any firearms? If so, do they know where they are stored?
- Has anyone seen weapons manuals? Bomb making manuals/materials?
- Does the subject like to spend time on the internet? What sites has the subject visited?
- Does the subject like to write? Does he or she keep a journal? Ask to see the journal.
- Does the subject like to draw? Look at the drawings.
- Does the subject feel a connection to extremist groups? Has the subject made sympathetic references to extremist groups?
- Has anyone seen paraphernalia related to any extremist groups?
- Has the subject been violent or in fights? Do they feel that their violence is justifiable?

## Specific Questions for the Subject:

- Do you have a history of violence towards yourself? Others?
- Has this happened before?
- Are you concerned, or is someone else concerned about your behavior?
- Have you told anyone about your concerns? Feelings?
- How have you communicated your concerns? Feelings?
- Do you know who/what is causing you to feel this way?
- Have you traveled recently? If so, where?
- Do you have any firearms or other weapons?
- Have you received any firearms training?
- What are your living arrangements?
- How is your relationship with your family?
- Are you financially stable?
- Do you have a religious affiliation?
- Do you feel you are/were justified using violence?
- Do you have a political affiliation? Do you have any animosity towards any religious, community, or political groups?
- Have you sought out or associated with others who share your views?
- Do you subscribe to or view any publications or websites?
- Do you have a social media profile?
- Have you had any other law enforcement contacts? Have you been arrested?
- Do you have a mental health history?
- Do you use drugs? Which ones?
- Have you ever been in prison? For what?

# IDENTIFYING AND INVESTIGATING INCIDENTS INVOLVING THREATENED ACTS OF TARGETED MASS VIOLENCE FIELD NOTEBOOK DIVIDER

## Things to look for:

- Weapons (any kind).
- Bomb making materials (*do not touch!*)
- Maps: Schools, offices. Maps may have a legend indicating targets, plan of attack.
- Writings: Journals of thoughts. There may be a “manifesto” of the subject’s issues and reasons for an attack. Random pages of anger or hate.
- Manuals: Bomb making materials, weapons manipulations, military movements, etc.
- Magazines/journals/flags/other paraphernalia: Violent extremist groups (both U.S. based or international).
- Internet: History may include sites related to violent extremist groups, weapons/explosive manufacturing, recent active shooter or other mass homicide pictures, writings.  
  
**Note:** Do not manipulate electronics to view history, pictures, etc. Wait for specialized personnel to handle those items.
- Email: Look for friends, comments and links.
- Social Media: Postings, letters, friends of possible violent extremism sites.
- Electronics:
  - o Computers – Do not manipulate, unplug, or turn off electronics. Leave them as you found them.  
  
**Note:** Do not manipulate electronics to view history, pictures, etc. Wait for specialized personnel to handle those items.
  - o Cell Phones – Ask for password. If given permission, look for apps, internet history, social media sites, text messages.  
  
**Note:** Do not manipulate the cell phone if there is an indication that the phone may be an electronic trigger for an explosive device or if it appears that manipulating it would cause it to malfunction. In these cases officers should consult with the Bomb Squad or Major Crimes Division.
  - o If Juvenile – ask for parental consent.

## Site Inspection(s):

### Residence School/Workplace

- Bedroom [check doors for locks - ask why door has a lock, damage to house (how damaged)]?
- Garage - does subject store items in the garage?
- Vehicle
- Common areas (classroom/desk)
- Letters (school work or letters)
- If evidence is located, contain the location. If there is a possible second location or target location, ensure resources respond to that location and ensure it is contained.
- Storage units/locker
- Backpack/briefcase/gym bag

**Note:** When conducting a search, other than exigent circumstances, consider completing a Consent to Search form and have the subject, or someone who has legal standing sign the form.

## WHAT TO DO

When there are indicators that the subject is planning a possible targeted mass or school violence incident, consider doing the following:

- Detain the subject (Miranda applies unless exigency exists) – possible codes to use could include 5150 WIC, 422 PC, etc.
- Immediately notify the watch commander.
- Request a supervisor to respond to the scene.
- If additional locations are identified as being involved, have additional units respond and contain those locations.
- Be directed by detectives regarding containing the location or conducting a search.
- Notify resources (i.e., SWAT, MEU, LACDMH) of the call as needed.
- For a school threat, notify Major Crimes Division.