

INTRADEPARTMENTAL CORRESPONDENCE

DIVISIONAL ORDER No. 09-10
16.3

December 10, 2009

TO: Metropolitan Division Personnel

FROM: Commanding Officer, Metropolitan Division

SUBJECT: CIRCULATION AND/OR SALE OF ITEMS WITH METROPOLITAN
DIVISION'S NAME

Effective immediately, all items and/or merchandise produced with only the division's name, logo and/or any other print depicting "Metro", "114", or "Metro 114" shall be preapproved by the division's Commanding Officer and sold through the division's station fund. Items that display the platoon's name or logo are exempted from this order; however, they should be reviewed by the platoon's officer-in-charge for appropriateness.

This issue is extremely important to ensure the name and the representation of Metropolitan Division are held at the highest level. In addition, the sale of the merchandise will provide some funding for the division's station fund in support of all the sports activities that Metropolitan Division employees desire to participate.

If you have any questions regarding this issue, please contact Management Analyst II Thanh-Nha Dunkle, Metropolitan Division, at (213) 972-2421.



DENNIS H. KATO, Captain
Commanding Officer
Metropolitan Division