

OFFICE OF THE CHIEF OF POLICE

ADMINISTRATIVE ORDER NO. 6

May 10, 2017

SUBJECT: TRANSIT SERVICES BUREAU - ACTIVATED

PURPOSE: This Order activates Transit Services Bureau (TSB). On July 1, 2017, the Department will enter into a five-year agreement with the Los Angeles County Metropolitan Transportation Authority (LACMTA) to provide LACMTA with contract police services to the portions of the LACMTA transportation system that operates within the City of Los Angeles. These services include: Area patrol officer response to calls for service involving bus lines, Area detective follow-up investigations on all bus, rail and LACMTA-related crime, and the response of specialized resources to support the Areas. Officers assigned to Transit Services Bureau will be responsible for providing critical infrastructure protection at Union Station and the 7th and Metro Stations, a police presence on platforms and trains, and responding to calls for service on the rail lines within the City.

PROCEDURE:

- I. TRANSIT SERVICES BUREAU – ACTIVATED.** Transit Services Bureau is activated under the line command of Office of Operations (OO), Office of the Chief of Police, and also includes the activation of Transit Services Division (TSD).
- II. TRANSIT SERVICES BUREAU – COMMANDING OFFICER.** The Commanding Officer, Transit Services Bureau, has line command over the operations of TSB.
- III. TRANSIT SERVICES BUREAU – ORGANIZATION AND FUNCTIONS.** Transit Services Bureau organization and functions are attached. Transit Services Bureau is composed of:
 - Transit Services Division;
 - Transit Operations Section;
 - Transit Administrative Section; and,
 - Transit Support Section.
- IV. TRANSIT SERVICES BUREAU – UNIT DESIGNATION.** The radio unit designation for the Commanding Officer, TSB, shall be Staff 31. The Assistant Commanding Officer, TSB, shall be Staff 31A. The Commanding Officer, TSD, shall be CMDR 31. Transit Services Bureau is assigned Mail Stop No. 1022, and Correspondence Reference Number 8.1.

AMENDMENT: The Organization and Functions of the Los Angeles Police Department link, located on the Department's Local Area Network, will be updated to reflect the activation of TSB and TSD.

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.



CHARLIE BECK
Chief of Police

Attachment

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**ORGANIZATION AND FUNCTIONS OF THE
LOS ANGELES POLICE DEPARTMENT
Revised by Administrative Order No. 6, 2017**

TRANSIT SERVICES BUREAU.

TRANSIT SERVICES BUREAU – CONCEPT OF OPERATIONS. *Transit Services Bureau directly reports to the Office of Operations. Transit Services Bureau is commanded by a police executive of the rank of Deputy Chief. The Assistant Commanding Officer position is staffed by a police executive of the rank of Police Commander, Transit Services Bureau. Managing the daily patrol operations is a Police Captain III, Transit Services Division. Staff and command officers oversee the administrative, investigative and patrol operations of the Transit Services Bureau as well as interface with the Los Angeles County Metropolitan Transportation Authority (LACMTA) Executive Board, LACMTA leadership, and LACMTA Executive Officer of Systems Security and Law Enforcement.*

TRANSIT SERVICES BUREAU – FUNCTIONS. *Transit Services Bureau provides police services to portions of the LACMTA transportation bus and rail system within the City of Los Angeles. The responsibilities of Transit Services Bureau include:*

- *Decreasing response times to calls for service;*
- *Increase police visibility;*
- *Crime Prevention and Reduction;*
- *Reduction of vulnerability to terrorism;*
- *Enforcement of LACMTA's Code of Conduct; and,*
- *Response to transit-related law enforcement service requests.*

TRANSIT SERVICES BUREAU – ORGANIZATION. *Transit Services Bureau is comprised of:*

- *Transit Services Division;*
- *Transit Operations Section;*
- *Transit Administrative Section; and,*
- *Transit Support Section.*

TRANSIT SERVICES BUREAU – SPECIAL DUTIES AND UNITS. *Transit Services Bureau is responsible for the following special duties:*

- ***Rail Teams.*** *Uniformed and plainclothes officers responsible for the prevention and suppression of crime on the trains, platforms, stations, and related parking lots;*
- ***Bus Teams.*** *Uniformed and plain-clothes officers responsible for the prevention and suppression of crime on the buses, bus routes, bus stops, and related parking lots;*
- ***Special Problems Unit (SPU).*** *Uniform and plain-clothes investigative and enforcement teams conduct enforcement operations affecting LACMTA rail and bus services. The goal of the SPU teams is to conduct enforcement while minimizing the disruption of LACMTA operations;*
- ***Transit Support Section.*** *Will liaison with Area and specialized division investigative teams, provide transit-related expertise and facilitate the collection of evidence.*

**ORGANIZATION AND FUNCTIONS OF THE
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- **Senior Lead Officers (SLOs).** *Serve as a point of contact for the local community to improve the ridership experience and address transit-related issues. Senior Lead Officers will also work to build a strong partnership with LACMTA operators and staff to effectively enforce the LACMTA code of conduct;*
- **Homeless Outreach Proactive Engagement (HOPE) Teams.** *Mental Health-Trained Officers assigned to HOPE teams connect individuals experiencing homelessness with resources, shelter, and rehabilitation;*
- **Critical Infrastructures.** *Provide police services to include explosive detection, canine services, and counter-terrorism measures through Metropolitan Division and additional Department resources as appropriate; and,*
- **Contract Compliance.** *Maintain a relationship with the LACMTA Executive Board and LACMTA Leadership Team to manage the five-year contract through regular, periodic reporting and accounting.*