

## OFFICE OF OPERATIONS

### NOTICE

1.11

November 27, 2019

**TO:** All Office of Operations Personnel

**FROM:** Director, Office of Operations

**SUBJECT:** INSPECTION OF GANG ENFORCEMENT DETAILS DURING STOPS  
PILOT PROGRAM

The Office of Operations (OO) will be conducting a pilot program to determine the feasibility of an Area-level inspection regarding the Automated Field Data Report, tactical considerations, and procedural justice considerations during all stops that do not result in enforcement action. The pilot program will run for six deployment periods, from December 22, 2019 through June 6, 2020, and shall be piloted by Gang Enforcement Details (GED) from each of the 21 geographic Areas. During the pilot program, only GED supervisors who have received the appropriate training will be authorized to conduct the inspection.

The purpose of the inspection is to assist the Department in identifying areas for improvement and facilitate a discussion that would contribute to the development and growth of supervisors and their officers. **The nature of any discussion shall not be documented or recorded. No supervisory action items shall be initiated in regard to this inspection during the pilot period.**

All GED supervisors who have received the appropriate training for this inspection shall utilize the following checklists and field notebook dividers:

- *Checklist – Automated Field Data Report Review*, dated September 20, 2019;
- *Checklist – Tactical Considerations Review*, dated September 20, 2019;
- *Checklist – Procedural Justice Review*, dated September 20, 2019;
- *Field Notebook Divider – Automated Field Data Report Review*, dated September 20, 2019;
- *Field Notebook Divider – Tactics Review*, dated September 20, 2019; and,
- *Field Notebook Divider – Procedural Justice Review*, dated September 20, 2019.

**INSPECTION SCOPE, POPULATION, AND SAMPLE SELECTION.** The pilot program responsibilities for the Bureau Inspection Units and GEDs are delineated below:

The Bureau Inspection Units shall conduct the following every deployment period (DP):

- Randomly select a one-week period during the DP;
- Notify each Area GED of the selected one-week period;
- Obtain a report of all incidents that do not result in enforcement action generated by each Area GED from the selected one-week period;
- Randomly select two officer-initiated incidents for each sergeant assigned to GED (ie. four field sergeants assigned to one GED requires eight incidents for the inspection);
- Review all body worn video and digital in-car video associated to the selected incidents for completeness; and,

- Submit the incidents to each Area Gang Impact Team (GIT) Office in Charge (OIC) with an assigned due date.

All Area GEDs shall conduct the following every DP:

- After receiving notification from the Bureau Inspection Unit of the randomly selected one-week period, the GIT OIC shall advise his or her GED sergeants to not check the "Supervisor Reviewed" box for AFDRs generated as a result of stops that do not end in enforcement action for that week;
- Upon receipt of the incidents from the Bureau Inspection Unit, the GIT OIC shall assign each GED sergeant two incidents for inspection;
- Each GED sergeant shall conduct the inspection utilizing the three aforementioned checklists. The GED sergeants shall follow the aforementioned field notebook dividers for directions on how to complete the checklists;
- Upon completion of the checklists, the GED sergeants shall schedule the discussion with the involved officer(s) as soon as possible;
- Officers shall have 30 calendar days from the date of the discussion with the GED sergeant to submit a written response. A written response is not mandatory; and,
- The GIT OIC shall consolidate all checklists and written responses conducted for that DP and submit them to the Bureau Inspection Unit by no later than the assigned due date.

All findings during the pilot program will be documented in accordance to the inspection criteria set forth by OO and submitted to the Chief of Police for review. The Office of Operations shall maintain primary responsibility for adjusting procedures to the pilot program.

If you have questions regarding this matter, please contact the Evaluation and Administration Section, Office of Operations, at (213) 486-6050.



ROBERT N. ARCOS, Assistant Chief  
Director, Office of Operations

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