

OFFICE OF THE CHIEF OF POLICE

NOTICE

July 13, 2018

1.11

TO: All Department Personnel

FROM: Chief of Police

SUBJECT: EMPLOYEE ACKNOWLEDGMENT FOR WORKING WITH OUTSIDE AGENCIES, FORM 01.59.00 – RENAMED AND REVISED

The Employee Acknowledgement for Working with Outside Agencies, Form 01.59.00, has been renamed as Employee Acknowledgment for Working on Task Forces with Outside Agencies. This form has been revised to include language consistent with Office of the Chief of Police Notice, *Immigration Enforcement Procedures*, dated December 29, 2017.

Employees are reminded that they shall complete this form anytime they are assigned to a joint task force with outside agencies and a contractual agreement exists (e.g., Memorandum of Agreement, Memorandum of Understanding, Operational Agreement, Organized Crime Drug Enforcement Task Force Agreement). By completing this form, employees acknowledge that they shall adhere to all Department policies and procedures, including those pertaining to immigration enforcement in the performance of their duties and Field Data Reporting procedures.

In the event the employee is already assigned to a task force with an outside agency that has an existing contractual agreement with the Department, the employee shall sign the form within 30 calendar days of this Notice being published. After this form has been signed, it shall be placed in the employee's personnel package at his or her division of assignment, and the employee shall be provided with a copy.

The revised Employee Acknowledgement for Working on Task Forces with Outside Agencies is attached for immediate use and duplication and is available in E-Forms on the Department's Local Area Network. The use, completion, and distribution of this form remain unchanged.

Any questions regarding this Notice may be directed to the Office of Constitutional Policing and Policy, at (213) 486-8730.



MICHEL R. MOORE
Chief of Police

Attachment

DISTRIBUTION "D"

**LOS ANGELES POLICE DEPARTMENT
EMPLOYEE ACKNOWLEDGMENT FOR WORKING ON TASK FORCES
WITH OUTSIDE AGENCIES**

OFFICER'S NAME:	RANK:	SERIAL NO.:	ASSIGNMENT:
TITLE OF MOU/MOA/AGREEMENT/TASK FORCE:		DATE MOU/MOA/AGREEMENT SIGNED BY CHIEF OF POLICE:	
PARTICIPATING OUTSIDE AGENCY:			

I understand and agree that I must adhere to all Los Angeles Police Department (LAPD) policies, including Field Data Reporting procedures, while assigned to a task force with an outside law enforcement agency.

I acknowledge receipt of a copy of the Agreement between the LAPD and the above mentioned outside agency, signed by the Chief of Police on the above mentioned date. I acknowledge that it is my responsibility to read and understand my responsibilities under this Agreement.

I further understand and agree that the provisions contained in this Agreement do not supersede LAPD policies.

ENFORCEMENT OF UNITED STATES IMMIGRATION LAWS: I understand and agree that during my participation in this assignment, I must abide by the Office of the Chief of Police Notice, *Immigration Enforcement Procedures*, dated December 29, 2017, and the Los Angeles Police Department Manual Section 4/264.50, titled "Enforcement of United States Immigration Laws."

I understand that under LAPD policy I may only participate with the task force in a law enforcement action that is unrelated to the enforcement of civil immigration laws or Title 8, Section 1325 of the United States Code (Improper Entry).

I understand that I may participate in joint task force operations, such as execution of criminal search or arrest warrants, interviewing witnesses, or other criminal investigative activities, involving U.S. Immigration and Customs Enforcement or U.S. Customs and Border Protection when execution of the operation will not involve civil immigration enforcement by any participant.

USE OF FORCE: I understand and agree that I shall abide by LAPD policies and procedures regarding use of force, including deadly force, during my participation in the above-mentioned assignment. I further understand and agree that I must immediately notify the LAPD regarding any use of force I am involved in and that I will be subject to LAPD's Use of Force investigative protocols.

OFFICER'S SIGNATURE:	SERIAL NO.:	DATE:
SUPERVISOR'S SIGNATURE:	SERIAL NO.:	DATE: