

OFFICE OF SUPPORT SERVICES

NOTICE  
3.5

AUGUST 13, 2019

**TO:** All Commanding Officers

**FROM:** Director, Office of Support Services

**SUBJECT:** FISCAL YEAR 2019/20 COST ACCOUNTING DISTRIBUTION REPORT

Attached is the distribution of divisional funding for the purchase of administrative and operating supplies for Fiscal Year 2019/20. Funding determination for divisional accounts was based primarily on personnel staffing as of Deployment Period 7, 2019.

Each command shall *strictly* monitor its expenditures and use of its allocated funds. Also, *each entity should limit spending to no more than 9.1% of their budget each month*, from July 2019 to May 2020. No spending will take place during the month of June 2020.

The following is a brief explanation of materials that can be purchased from each of the accounts:

- Account 3090 – Field and investigative expenses such as batteries, gloves, antibacterial wipes, hand sanitizers, laboratory supplies, bicycle repair, and armory expenses.
- Account 6010 – Office and administrative expenses such as general office supplies.

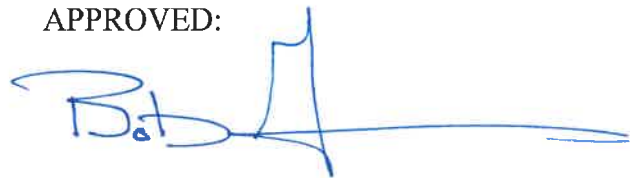
Each Commanding Officer shall adhere to Department Manual 3/508: *Requests for Equipment, Supplies, or Services*. Requisitions, Form 15.11.00, shall be signed by the Division, Area, or Bureau Commanding Officer. Additionally, to ensure audit compliance, packing slips for all orders shall be immediately forwarded to the Fiscal Operations Division (FOD), Supply Section, Mail Stop 422.

If you have any questions, please contact Manuel Rodarte, Senior Management Analyst II, FOD, at (213) 473-7838.



BEATRICE M. GIRMALA, Assistant Chief  
Director, Office of Support Services

APPROVED:



BOB GREEN, Deputy Chief  
Chief of Staff  
Office of the Chief of Police

Attachment

DISTRIBUTION "B"

# COST ACCOUNTING DISTRIBUTION REPORT FY 2019-2020

Division No.	DIVISION NAME	Body Count including Loaned	APPROVED ALLOCATION FY 19-20 3090	C A C F # 3090	APPROVED ALLOCATION FY 19-20 6010	C A C F # 6010	TOTAL FY 19-20
		<b>11,844</b>	<b>\$ 111,621</b>		<b>\$ 869,568</b>		<b>\$ 981,189</b>
000	CRITICAL INCIDENTS REVIEW DIVISION	31	\$0		\$2,197	700374	\$2,197
003	OFFICE OF OPERATIONS	67	\$0		\$4,749	700375	\$4,749
005	OFFICE OF SPECIAL OPERATIONS	7	\$0		\$496	700376	\$496
010	CENTRAL AREA	426	\$3,635	700330	\$30,197	700377	\$33,832
020	RAMPART AREA	296	\$2,504	700331	\$20,982	700378	\$23,486
030	SOUTHWEST AREA	377	\$3,222	700332	\$26,724	700379	\$29,946
040	HOLLENBECK AREA	302	\$2,558	700333	\$21,407	700380	\$23,965
050	HARBOR AREA	280	\$2,334	700334	\$19,848	700381	\$22,182
060	HOLLYWOOD AREA	362	\$3,114	700335	\$25,661	700382	\$28,775
070	WILSHIRE AREA	266	\$2,271	700336	\$18,856	700383	\$21,126
080	WEST LA AREA	237	\$2,037	700337	\$16,800	700384	\$18,837
090	VAN NUYS AREA	258	\$2,172	700338	\$18,288	700385	\$20,460
100	WEST VALLEY AREA	262	\$2,208	700339	\$18,572	700386	\$20,780
110	NORTHEAST AREA	301	\$2,558	700340	\$21,337	700387	\$23,895
120	77TH STREET AREA	384	\$3,294	700341	\$27,220	700388	\$30,514
130	NEWTON AREA	366	\$3,132	700342	\$25,944	700389	\$29,076
140	PACIFIC AREA (INCLUDING LAX FIELD SERVICES DIVISION)	363	\$3,123	700343	\$25,731	700390	\$28,855
150	NORTH HOLLYWOOD AREA	262	\$2,235	700344	\$18,572	700391	\$20,807
160	FOOTHILL AREA	249	\$2,100	700345	\$17,650	700392	\$19,751
170	DEVONSHIRE AREA	256	\$2,154	700346	\$18,147	700393	\$20,301
180	SOUTHEAST AREA	381	\$3,285	700347	\$27,007	700394	\$30,292
190	MISSION AREA	298	\$2,513	700348	\$21,124	700395	\$23,637
200	OPERATIONS - CENTRAL BUREAU	67	\$0		\$4,749	700396	\$4,749
210	OPERATIONS - SOUTH BUREAU	92	\$0		\$6,521	700397	\$6,521
215	SOUTH BUREAU HOMICIDE DIVISION	63	\$521	700656	\$4,466	700657	\$4,986
220	OPERATIONS - WEST BUREAU	89	\$0		\$6,309	700398	\$6,309
230	OPERATIONS - VALLEY BUREAU	117	\$0		\$8,294	700399	\$8,294
240	CENTRAL TRAFFIC DIVISION	138	\$1,221	700349	\$9,782	700400	\$11,003
250	SOUTH TRAFFIC DIVISION	126	\$1,113	700350	\$8,932	700401	\$10,045
260	VALLEY TRAFFIC DIVISION	212	\$1,849	700351	\$15,028	700402	\$16,877
270	WEST TRAFFIC DIVISION	170	\$1,499	700352	\$12,051	700403	\$13,549
280	OLYMPIC AREA	254	\$2,163	700353	\$18,005	700404	\$20,168
290	TOPANGA AREA	263	\$2,226	700354	\$18,643	700405	\$20,869
300	DETECTIVE BUREAU	28	\$0		\$1,985	700406	\$1,985
310	SECURITY SERVICES DIVISION	242	\$2,172	701359	\$17,154	701360	\$19,326
322	DETECTIVE SUPPORT AND VICE DIVISION	165	\$1,409	700355	\$11,696	700407	\$13,105
332	EMERGENCY SERVICES DIVISION	92	\$781	700356	\$6,521	700408	\$7,302
342	COMMERCIAL CRIMES DIVISION	102	\$853	700357	\$7,230	700409	\$8,083
352	ROBBERY HOMICIDE DIVISION	93	\$754	700358	\$6,592	700410	\$7,346
372	JUVENILE DIVISION	71	\$574	700359	\$5,033	700411	\$5,607
411	METROPOLITAN DIVISION	382	\$3,348	700360	\$27,078	700412	\$30,426
420	TRAFFIC GROUP	53	\$413	700362	\$3,757	700414	\$4,170
421	AIR SUPPORT DIVISION	88	\$700	700361	\$6,238	700413	\$6,938

# COST ACCOUNTING DISTRIBUTION REPORT FY 2019-2020

Division No.	DIVISION NAME	Body Count including Loaned	APPROVED ALLOCATION FY 19-20 3090	C A C F # 3090	APPROVED ALLOCATION FY 19-20 6010	C A C F # 6010	TOTAL FY 19-20
450	COMPSTAT	33	\$0		\$2,339	702623	\$2,339
500	OFFICE OF SUPPORT SERVICES	6	\$0		\$425	700416	\$425
510	ADMINISTRATIVE SERVICES BUREAU	12	\$0		\$851	700417	\$851
520	INFORMATION TECHNOLOGY DIVISION	41	\$0		\$2,906	700418	\$2,906
540	FISCAL OPERATIONS DIVISION	66	\$0		\$4,678	700420	\$4,678
550	ECCCS	39	\$0		\$2,765	TBD	\$2,765
560	COMMUNICATIONS DIVISION	633	\$332	700363	\$30,000	700421	\$30,332
565	FACILITIES MANAGEMENT DIVISION	17	\$0		\$1,205	700422	\$1,205
567	INFORMATION TECHNOLOGY GROUP (INCLUDING IMD)	35	\$0		\$2,481	700423	\$2,481
570	BEHAVIORAL SCIENCE SERVICES	22	\$0		\$1,559	700424	\$1,559
600	PERSONNEL AND TRAINING BUREAU	37	\$269	700364	\$2,623	700425	\$2,892
610	PERSONNEL DIVISION	83	\$0		\$5,883	700426	\$5,883
615	RECRUITMENT AND EMPLOYMENT DIVISION	54	\$0		\$3,828	700427	\$3,828
630	TRAINING DIVISION ( INCLUDING IN-SERVICE TRAINING DIV)	224	\$1,669	700365	\$15,878	700428	\$17,548
635	POLICE TRAINING AND EDUCATION	17	\$0		\$1,205	700429	\$1,205
714	FORENSIC SCIENCE DIVISION	179	\$1,607	700366	\$12,689	700430	\$14,295
724	TECHNICAL INVESTIGATION DIVISION	135	\$1,212	702704	\$9,570	702347	\$10,781
734	CUSTODY SERVICES DIVISION (VALLEYMETRO/OPER)	445	\$28,994	700367	\$31,544	700431	\$60,538
746	EVIDENCE AND PROPERTY MANAGEMENT DIVISION	108	\$969	700368	\$7,656	700432	\$8,625
766	RECORDS AND IDENTIFICATION DIVISION	143	\$0		\$10,137	700433	\$10,137
787	MOTOR TRANSPORT DIVISION	179	\$0		\$12,689	700434	\$12,689
797	AUDIT DIVISION	39	\$0		\$2,765	700435	\$2,765
800	APPLICATION DEVELOPMENT AND SUPPORT DIVISION	43	\$0		\$3,048	700436	\$3,048
810	OFFICE OF CONSTITUTIONAL POLICING AND POLICY	23	\$0		\$1,630	700437	\$1,630
820	RISK MANAGEMENT AND POLICIES DIVISION	33	\$0		\$2,339	702319	\$2,339
830	PROFESSIONAL STANDARDS BUREAU	169	\$1,248	700369	\$11,980	700438	\$13,227
850	FORCE INVESTIGATION DIVISION	83	\$592	700370	\$5,883	700439	\$6,476
870	GANG AND NARCOTICS DIVISION	197	\$1,616	700371	\$13,964	700440	\$15,580
910	MAJOR CRIMES DIVISION	104	\$871	700372	\$7,372	700441	\$8,243
920	COUNTER TERRORISM AND SPECIAL OPERATIONS BUREAU	16	\$0		\$1,134	700442	\$1,134
930	EMPLOYEE RELATIONS GROUP	14	\$0		\$992	700443	\$992
940	PUBLIC COMMUNICATIONS GROUP (INCLUDING MRD)	30	\$0		\$2,127	700444	\$2,127
950	CHIEF OF POLICE/CHIEF OF STAFF	57	\$0		\$4,040	700445	\$4,040
955	LEGAL AFFAIRS DIVISION	85	\$0		\$6,025	700446	\$6,025
960	COMMUNITY ENGAGEMENT GROUP (INCLUDING CODD)	49	\$0		\$3,473	702320	\$3,473
970	COMMISSION INVESTIGATION DIVISION	35	\$197	700373	\$2,481	700448	\$2,678
980	POLICE COMMISSION (INCLUDING INSPECTOR GENERAL)	54	\$0		\$3,828	700449	\$3,828
	<b>TOTAL</b>	<b>12,477</b>	<b>\$ 111,621</b>	<b>3090</b>	<b>\$ 869,568</b>		<b>\$ 981,189</b>