

## OFFICE OF OPERATIONS

### NOTICE

1.11

June 11, 2018

**TO:** All Office of Operations Personnel

**FROM:** Director, Office of Operations

**SUBJECT:** VIDEO REVIEW PROCEDURES FOR RISK MANAGEMENT INVESTIGATIONS

As the Department continues to move toward full implementation of the Body Worn and Digital In-Car Video programs for all field operations, the current requirements for administrative review of video pertaining to Risk Management Investigations (Non-Categorical Use of Force, Pursuits, and Complaints) are becoming overly burdensome for the reviewing personnel. Effective immediately, all Office of Operations personnel shall comply with the following administrative review procedure for Risk Management Investigations:

- The investigating supervisor and the Area Training Coordinator shall review all Department and non-department videos, from all risk management incidents, and use the tagging feature (when available) to identify the portions of the videos relating to the focus of the investigation. If the tagging feature is not available (non-Department videos), supervisors shall identify the pertinent portions of the video by time frames.  
NOTE: The pertinent portion of the video is typically that segment which will be used by the reviewer to measure overall compliance with any Department policy, procedure and protocol.
- The Area/division Complaint Coordinator shall continue to review all videos related to Complaint investigations;
- The Area/division Watch Commander shall review the tagged portions of the videos related to Non-Categorical Use of Force, Pursuit, and Complaint investigations;
- The Area/division Commanding Officer shall review the tagged portions of the videos from all Non-Categorical Use of Force, Pursuit, and Complaint investigations, prior to submission to the Bureaus for review; and,
- The Bureau Commanding Officer/Assistant Bureau Commanding Officer shall review the tagged portions of the videos from all Non-Categorical Use of Force, Pursuit, and Complaint investigations.

The new video review procedures will allow the Department to maintain its forward progress in risk management reduction efforts by streamlining the timeliness of the review process. The streamlined process limits the overly burdensome review concept while still ensuring that risk incidents are revealed and appropriately handled.

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



MICHEL R. MOORE, First Assistant Chief  
Director, Office of Operations

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