

OFFICE OF OPERATIONS

OPERATIONS NOTICE NO. 7

April 11, 2008

**SUBJECT: CLARIFICATION OF THE SUPERVISORY ROLE OF
JAIL DIVISION'S PRINCIPAL DETENTION OFFICERS**

EFFECTIVE: IMMEDIATELY

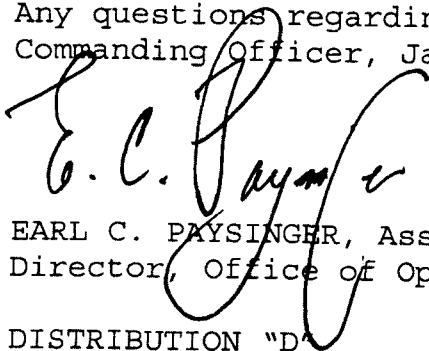
Department employees, including sworn supervisors, may not be aware of the role of Jail Division supervisors. Principal Detention Officers (PDOs) are civilian supervisors comparable to sergeants in matters relating to custody or detention-related work and/or duties. This Notice serves to clarify the duties, responsibilities and authority of PDOs within Jail Division.

Principal Detention Officers assigned as watch supervisors manage specific shifts at Department jail facilities (i.e., Valley Regional Jail Section or 77th Regional Jail Section). They are responsible for functional supervision, including the security of the jail and the control of all prisoners.

As defined in Department Manual Section 3/140, "Functional supervision is the temporary supervision of employees not normally under the command of one designated to furnish specialized or technical knowledge necessary to the accomplishment of Department objectives."

Principal Detention Officers have been certified by the State of California, Corrections Standards Authority, and have received specialized and technical training. Their supervisory responsibilities are not limited to jail management, but as with all Department supervisors, they are responsible for ensuring that Department rules, policies and directives are observed. A Department employee's concern regarding a PDO's specific direction(s) shall be addressed with the Metropolitan Jail Watch Commander or Area Watch Commander.

Any questions regarding this Notice should be directed to the Commanding Officer, Jail Division, at (213) 485-2547.



EARL C. PAYSINGER, Assistant Chief
Director, Office of Operations

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