

**EMPLOYEE RELATIONS ADMINISTRATOR
OFFICE OF THE CHIEF OF STAFF**

NOTICE
2.2.3

April 3, 2009

TO: All Commanding Officers

FROM: Employee Relations Administrator

SUBJECT: CITATION AND ARREST QUOTAS

Traffic enforcement is an integral component of the Department's public safety mission. Such enforcement has been shown to reduce traffic collisions, injuries and death. Proactive traffic enforcement often lead officers to much more serious crimes on the part of the violators who have been detained. Moreover, directed traffic enforcement can also enhance the quality of life in the neighborhoods we serve.

The citizens of Los Angeles have the right to expect that the Department's traffic enforcement efforts will be fair and effective. Likewise, the Department has a right to expect that its employees remain vigilant, enforce the law and use their work hours productively. With these principles in mind, Department managers and employees must balance the need for focused enforcement with the need to comply with all applicable provisions of the California Vehicle Code (CVC).

California Vehicle Code Section 41600 states in part: "*Arrest Quota*" "*means any requirement regarding the number of arrests made, or the number of citations issued, by a peace officer...or the proportion of those arrests made and citations issued by another peace officer...or group of officers.*" Accordingly, Department supervisors shall not compare an officer to any other officer or group of officers.

Area and Traffic Division commanding officers are encouraged to conspicuously post the monthly recap of all officers whose regular duties include field enforcement activities. Posting such information will allow officers, supervisors and managers to readily review individual productivity and achievements. However, in accordance with CVC Section 41603, such data shall not be used as "*the sole criterion for promotion, demotion, dismissal, or earning of any benefit provided by the agency.*"

Additionally, commanding officers and watch commanders are further encouraged to monitor individual productivity on a weekly, rather than a monthly, basis in order to ensure consistent and meaningful productivity levels. To encourage effective performance, supervisors should give feedback regarding performance and should document the feedback. For example, supervisors who notice an officer exhibiting unusually high levels of available time with little or no observation related enforcement activities, should counsel the officer, provide remedial training, or take other action to encourage effective performance. Likewise, the observation activities of officers whose attention to duty reveals effective performance deemed important to management should also be encouraged and affirmed.

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Consistent with the Standards Based Assessment model, performance feedback done on documents such as Employee Comment Sheets, Notice to Correct Deficiencies, Minor Commendation Report, Form 1.27, can be effective in affirming or adjusting performance.

Any questions regarding this notice should be directed to the Employee Relations Administrator at (213) 485-6552.



JOSE PEREZ, Jr., Commander
Employee Relations Administrator

APPROVED:



JIM McDONNELL, First Assistant Chief
Chief of Staff

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