CITY OF LOS ANGELES

LOS ANGELES POLICE DEPARTMENT

2016
EMERGENCY PLAN

REVISED: January 4, 2016

PREFACE

All City departments, bureaus and offices are required to develop department emergency plans in accordance with Directive EP-1. The department emergency plans have a three-fold purpose that includes addressing:

- Elements of the Department's Business Continuity/Continuity of Operations strategy for ensuring the provision of emergency functions;
- The department's role in managing its internal emergency operations and supporting Citywide emergency response and/or recovery; and,
- The department's program for ensuring employee safety and preparedness.

Department emergency plans are intended to give your management and staff, as well as other departments and divisions of the City's Emergency Operations Organization (EOO), an understanding of your critical functions, contingencies for performing them in an emergency, means for supporting Citywide response operations and strategies for preparing personnel. They supplement, but do not replace your department's standard operating procedures, tactical and continuity plans which provide more detailed information.

Plans are to be reviewed annually. All plan revisions shall be made as necessary. This includes revising all dates in reference to the development of the plan to reflect the current date of annual review. The Record of Revision page of the each Department Emergency Plan shall be completed annually. Revised plans shall be submitted to the Emergency Management Department on or before January 31 of each year. One hard copy of the plan must be submitted along with one (1) copy in an electronic form (e-mail or CD) to the Emergency Management Department. In addition, each department General Manager shall certify the review and revision of their Department Emergency Plan by completing the Plan Certification form annually. The original, signed Plan Certification form shall be submitted in the hard copy of the revised plan, submitted to the Emergency Management Department annually. A copy of this signed form should be kept in any current hard copy plan the individual department keeps on file. The Emergency Management Department will ensure the proper security and confidentiality of submitted materials. The Emergency Management Department will annually review department emergency plans, training reports and other related activities. Emergency Management Department staff will be available to provide technical assistance to each department to ensure plans are completed and maintained in accordance with the guidelines. Updated plans should be forwarded to the following address:

Emergency Management Department
Planning Division
500 East Temple Street, Room 130, Mail Stop 988-01
Los Angeles, CA 90012

For additional information, or if you need any assistance in developing or revising your department's emergency plan, contact the Emergency Management Department Planning Division at (213) 484-4804.

PLAN CERTIFICATION

As Chief of the Los Angeles Police Department, I acknowledge and certify that the Department Emergency Plan submitted to the City of Los Angeles' Emergency Management Department has been reviewed and revised in accordance with the current emergency preparedness and mitigation activities, as well as the current emergency response and operations procedures as they pertain to this department.

I acknowledge that this certification is valid until January 31st of the next calendar year or until any significant changes to this plan take place, whichever comes first.

Signature

1-28-16
Date

Charlie Beck
Name

Chief of Police
Title

A new certification must be completed each January with the submission of a revised plan. A new certification must be completed if significant changes to the emergency preparedness or mitigation activities and emergency response or operations of the department occur before the annual review, which would cause this plan to be revised prior to the annual review.

RECORD OF REVISION

Date of Review and Revision	Name of Person Coordinating Review and Revision	Description of Change	Page Number of Change	Date Revised Plan Submitted to EMD
10/23/2015	Officer R. Rogers	Change Year	Cover	
10/23/2015	Officer R. Rogers	Change "Fiscal Year 2014-2015" to "Calendar Year 2016"	9	
10/23/2015	Officer R. Rogers	Changed date and time of Great California Shakeout to 10/15/2015 at 1015 hours	19	
10/23/2015	Officer R. Rogers	Removed MAARS bullet point.	24	
10/23/2015	Officer R. Rogers	Added the word "with"	24	
10/23/2015	Officer R. Rogers	Changed the word "are" to "is"	25	
12/8/2015	Officer R. Rogers	Changed "Counter-Terrorism Training Unit, Training Division (TD)" to "Emergency Preparedness Unit, Emergency Operations Division (EOD)"	27	
12/30/2015	Officer R. Rogers	Changed "LANS" to "LAN"	21, 22, 23	
01/04/2016	Officer R. Rogers	Changed "October 15, 2015, 1015 hours, Great California Shakeout; the November 20, 2014, City of Los Angeles Functional Exercise" to November 20, 2014, City of Los Angeles Functional Exercise; October 15, 2015, 1015 hours, Great California Shakeout"	19	
01/04/2016	Officer R. Rogers	Changed "recent" to "2014", added "the 2015 Lopez Canyon Exercise in Operations-Valley Bureau"	20	
01/04/2016	Officer R. Rogers	Changed "ordinance" to "ordnance"	22	
01/04/2016	Officer R. Rogers	Deleted the word "all" three times, changed "cell phone" to "cellular telephone"	23	
01/04/2016	Officer Rogers	Changed Emergency Preparedness coordinators training requirement from "twice a year" to "once a year"	28	

01/04/2016	Officer R. Rogers	Changed "response to mudslides/debris flows, pandemic influenza outbreaks" to "personal emergency", changed "Incident Command Post Unit" to "Mobile Command Response Unit", changed "bureau" to "the Department"	23	
01/04/2016	Officer R. Rogers	Changed "Scientific Investigation Division" to "Forensic Science Division, Hazardous Chemicals Unit"	31, 32	
01/04/2016	Officer R. Rogers	Deleted "Note: All Department COOP Plans have been approved and will be forwarded electronically to EMD"	34	
01/04/2016	Officer R. Rogers	Added "The following positions can activate this Plan"	38	
01/04/2016	Officer R. Rogers	Changed "Declaration" to "Proclamation", changed "Declaration" to "Proclamation"	40	
01/04/2016	Officer R. Rogers	Changed "Housing Department to "Housing and Community Investment Department"	43	

Chapter 1

ADMINISTRATION