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PLANNING AND RESEARCH
DIVISION

OFFICE OF OPERATIONS

NOTICE NO. 50

November 21, 1996

TO: All Personnel, Office of Operations

FROM: Director, Office of Operations

SUBJECT: DISTRIBUTION OF CRIME AND ARREST REPORTS TO THE
LOS ANGELES HOUSING AUTHORITY POLICE DEPARTMENT

EFFECTIVE: Immediately

PURPOSE

The purpose of this Notice is to inform all Office of Operations (O.O.) personnel of a procedural change in the processing of crime and arrest reports that occur in the housing developments.

INFORMATION

The Los Angeles Housing Authority Police Department (LAHAPD) has received a federal drug elimination grant. The agency is taking a proactive approach in its drug-related crime suppression efforts. The LAHAPD is requesting to be notified of all crimes and/or arrests which occur within the housing developments. Since the commission of a crime is possible grounds for eviction from the housing developments, the reports will be used in the screening process of the applicants for housing eligibility. Also, the crime and arrest reports will be used for crime analysis and tracking crime patterns in the housing developments.

PROCEDURE

OFFICERS' RESPONSIBILITY

All officers shall, when preparing crime and arrest reports where the location of occurrence is within the housing developments, write "HOUSING" in red in the left margin of the face sheet of the concerned report. This will indicate to the Area Records personnel to provide an extra copy to the LAHAPD.

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to the Los Angeles Housing Authority
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AREA RECORDS UNIT RESPONSIBILITY

The Area Records Unit shall provide the extra copies of the crime and/or arrest reports to the LAHAPD when "HOUSING" is indicated on the face sheet of the report. Attachment "A" is a listing of the housing developments within the concerned Areas. The LAHAPD will pick up the reports weekly from the Areas listed in the attachment. All other Areas may contact the LAHAPD Watch Commander at (213) 484-0914, to have the crime and arrest reports picked up. Also, the reports can be mailed to: Los Angeles Housing Authority Police Department, Attention: Administrative Analyst, 1401 West 6th Street, Los Angeles, California 90017.

Questions regarding this change should be directed to the Evaluation and Administration Section, O.O., at extension 5-3860.



BAYAN LEWIS, Assistant Chief
Director
Office of Operations

Attachment

DISTRIBUTION "A"

Below is a listing of the Housing Developments located within the specific Areas:

CENTRAL AREA

William Mead Homes

HOLLENBECK AREA

Aliso Village
Estrada Courts
Estrada Courts Extension
Pico Gardens
Ramona Gardens
Rosehills Courts

SOUTHEAST AREA

Avalon Gardens
Hacienda Village
Imperial Courts
Jordan Downs
Nickerson Gardens

FOOTHILL AREA

San Fernando Gardens

NEWTON AREA

Pueblo del Rio
Pueblo del Rio Extension

HARBOR AREA

Rancho San Pedro
Rancho San Pedro Extension
Dana Strand Village

PACIFIC AREA

Mar Vista Gardens